

MINNEOTA HIGH SCHOOL 2018-2019



RULES AND REGULATIONS PERTAINING TO HIGH SCHOOL ACTIVITIES

MISSION

The mission of Minneota activities will be to help students learn: Respect, Discipline, Commitment, Sportsmanship, Faith, Trust, Loyalty, Honor, Integrity and Passion.

ACTIVITIES

Your high school career includes many activities aside from the regular classroom experiences in which you may participate. You are urged to take part in some of them. Besides being entertaining and satisfying, these activities broaden your interests and help you to develop many extra skills. Some of the activities are as follows:

Band

We are proud of our band, its exhibitions during the school year at football, basketball, and volleyball games, its fine concerts and public appearances. Its pep does much for our fine school spirit. Remember, musicians are made through practice; they are not born musicians. If you are interested in music, make it a point to inquire about lessons. If you do not have an instrument, some may be available for your use. A rental fee of \$40.00 per year will be charged.

Publications

Our yearbook is called the MINHIAN. Pictures of classmates and interesting events of the year are put together as a cherished storehouse of memories for students for years to come. Your class will have staff members on the yearbook; inquire of the editor or faculty advisor if you would like to be one of this group.

Speech

Minneota High School participates in speech activities sponsored by the Minnesota State High School League. The fields include Oratory, Dramatic Reading, Extemporaneous Reading and Speaking, Humorous Selection, Story-Telling and several other categories. Here is a challenge to develop diction, confidence and poise. Participate in speech activities!

Drama Activities

Two school plays are produced each year, the musical in the fall and the school play in the spring. The plays are selected by the director. The cast is selected by tryouts, which are open to all students. Those interested in trying out will be asked to attend a meeting where information concerning the play and musical will be presented.

Athletics

Minneota participates in eleven inter-scholastic sports. They include football, cross country, and volleyball in the fall; basketball, wrestling, hockey, and dance team in the winter; softball, baseball, track, and golf in the spring. We are members of the Camden Conference in basketball, volleyball, track, baseball, softball, and dance team. We are a member of the Southwest District North Sub-District for football. Minneota is a member of the Minnesota State High School League.

Our eligibility rules are those of the State High School League, supplemented by local rules to govern special situations. We expect our athletes to be well-behaved off the field as well as on. While every effort is made to have excellence in athletic achievements, emphasis is mainly on good sportsmanship and fair play.

FCCLA Organization

The Ultimate Leadership Experience is a dynamic and effective national student organization that helps young men and women in grades 7-12 become leaders and address important personal, family, work, and societal issues through Family and Consumer Sciences Education.

Chapter projects focus on a variety of youth concerns, including teen pregnancy, parenting, family relationships, community service, substance abuse, peer pressure, environment, nutrition and fitness, teen violence, and career exploration.

Involvement in FCCLA offers members the opportunity to expand their leadership potential and develop skills for life--planning, goal setting, problem solving, decision making, and interpersonal communication--necessary in the home and workplace.

To be eligible, a student must be enrolled in a Family Consumer Science class or have had one year of a Family Consumer Science class.

Robotics

The Robotics is designed to explore the current and future use of automation technology in industry and everyday use. The students will receive a comprehensive overview of robotic systems and the subsystems that comprise them.

FFA

The FFA organization promotes agriculture and premier leadership through hands on experience. FFA prepares students for life after high school; whether that be college or in a career field. Students have the unique opportunity to travel to conventions and meet other FFA members as well as exciting leadership training.

Clay Target League

The Clay Target League is offered through Community Education and is an extra-curricular coed activity for students in grades six through twelve who have their Firearms Safety Certification.

Homecoming King and Queen and Attendants

The Senior class will nominate five candidates for king and queen. A student body vote will select a king and a queen to reign as homecoming royalty. An announcement of the new king and queen is made at the pep fest before homecoming. The next highest vote getters will reign as first prince and princess.

Queen's attendants will be the four remaining candidates for queen from the Senior class and one attendant from each of the other three classes.

SnowBall King and Queen Candidates

The Senior class will nominate five girls and five boys as candidates for King and Queen. A student body vote will select a King and a Queen to reign as SnowBall royalty.

Coronation festivities, i.e. crowning of King and Queen, practice times, Master of Ceremonies, crown bearers, dance, pep fest publicity, spirit week, will be scheduled by the Student Council.

If a student, participates as a candidate in the royalty for either homecoming or snowball within their freshman through junior year. That student is not eligible to participate in the royalty until they are a senior.

Student Council

The Student Council is an organization of students elected by students, to serve as their official representatives in matters of concern to the entire school in areas where the council has been given power and authority by the administration. It is comparable to a lawmaking body in that student members are elected to represent and speak for the group.

The council is composed of 17 or more members. Each class, Grades 7-12, has one elected representative and the class president on the council.

In the spring, students apply for officer positions and a faculty committee selects officers from the applicants. Officer positions are president, vice-president, secretary, treasurer, and parliamentarian to serve as executive officers for the council. Representatives from the classes are elected in the fall of the year. If we have a regional or state officer in our school, they are automatically a member of the council.

National Honor Society

The Viking Chapter of the National Honor Society has as its objectives to create an enthusiasm for scholarship, to stimulate a desire to render service, to promote worthy leadership and to encourage the development of character in students of Minneota High School. Membership in this chapter is based upon scholarship, service, leadership and character. To be eligible for membership, candidates must meet G.P.A. requirements. Their eligibility shall then be considered on their service, leadership and character. Selection is by the NHS Faculty Council and is limited to Juniors and Seniors.

PHILOSOPHY FOR JUNIOR HIGH ACTIVITIES

It is the policy of the Minneota Extra-Curricular Program for Grades 7-8 that all participants will be treated as fairly and equally as possible in respect to participation time. It is the stated belief that the development of the individual comes before winning the contest.

AWARDS PRESENTATION

Awards will be presented to students at the conclusion of the activity. Coaches/directors will hand out all awards, with the paper being notified so that an article with accompanying picture can be placed in the *Minneota Mascot*.

AWARD SYSTEM

It is hoped that all students will take part in some extra-curricular activities. School will be more interesting and valuable. The outside activities have great things in store for you if you will become interested in them.

In some cases, it will take more than one year to earn a letter. There is an activity form for each individual in the school and it is kept in a file cabinet in the Athletic Director's office. In most activities, you will be awarded a letter when you first earn it. See page 4 for an explanation of the types of awards to be given. In no case will any awards be given if the student is not in good standing at the time the letters are awarded.

The coaching staff of a particular activity has the option to letter a student/athlete based on criteria that the coaching staff has established for that activity.

If any suspensions occur during the season, the student will not letter in that activity. They will receive a participation certificate. The season will be defined from the first day of practice as defined by the MSHSL to the last contest for the team or individual.

Winning a letter in Athletics/Activities at Minneota High School

1. Point System

A player must attain one-third plus one of the number of quarters in football and basketball and the same number of innings in baseball and softball. For example, if we have 7 games this would equal 28 quarters. One-third of 28 is 9 plus 1 would equal 10 quarters that a player would have to participate in. Players can also letter if they are a member of the tournament team.

Dance athletes will letter if they are on the varsity team and participate in the end of the year tournament. Should an injury or other unique circumstance take place, coaches discretion will be used in the lettering process.

Wrestlers will be awarded letters if they

- participate in one-third of the varsity matches, or
- earn ten team points, or
- are a member of the tournament team, or
- distinguished themselves or team in outstanding manner, or
- senior with team for three years.

Girls' golfers must average under 60 and participate in 3/4 of the matches or (2) place in district, or (3) participate for three years but not earn enough points (Senior only).

Boys' golfers must average under 50 and participate in 3/4 of the matches, or (2) place in district, or (3) participate for three years but not earn enough points (Senior only).

This alone would not entitle a player to a letter. The following will also be taken into consideration:

Injured Player: Anyone injured/medical disability during the course of the season who the coach in his/her opinion would have lettered will be awarded one.

In addition, a participant must complete the regular season/activity period to be eligible for a letter.

Student Manager: Must complete two years of duty in the same sport from grades 7 through 12 to the satisfaction of the coach to receive a letter.

2. Type of Awards

- A. Emblem - A participant may get a letter for the first time in grades 7-12 providing he/she has met these activity requirements. An individual will receive only one letter.
- B. Insignia - Given to participant the first time they letter.
- C. Gold Bars & Certificates - Gold bars and certificates will be given to participants each time a letter is earned.

Policy for Lettering In Senior High Band

Letters and music emblems shall be awarded on a point basis. To be entitled to a band emblem, a student must earn a total of 18 points.

One point shall be granted to each member of a group for each public appearance of the group, other than assembly program, band/choir concerts, parades and graduation. Public appearances include: pep band performances, solo/ensemble contest, large group contest and other performances outside of the school day that are not a part of your quarter grade.

Soloists and ensembles taking part in the section/state contest will receive 3 points for a superior rating, 2 points for an excellent rating, and 1 point for participation if a superior or excellent rating is not scored.

An accompanist will receive 1 point for accompanying a soloist or ensemble.

Seniors will receive a letter their final year if they have not received one previously in band.

Chorus

To be entitled to a choir pin, a student must earn a total of 15 points through participation in extra-curricular choral activities. At least eight of these points must be earned in public appearances and contests.

Ways to earn points:

1. Regular attendance at rehearsals - 1 point for each semester.
2. Participation in each public appearance of an ensemble - 1 point per event.
3. Solo/small ensemble opportunities within the large ensemble - 1 to 3 points each year.
4. Accompanying opportunities - 1 to 5 points (based on quantity and quality of services provided) each year
5. Solo and small ensemble participation in sub-section and/or region/state contests - Superior rating = 3 points; Excellent rating = 2 points; Participation = 1 point

Ways to lose points:

1. Unexcused absences - 1 point for each occurrence.
2. Ineligibility at the time of a major performance or contest - 2 points for each occurrence.

Points start accumulating at the beginning of each academic year with letters awarded based on total points earned as of May 5. Seniors in good standing may be awarded a letter at the discretion of the director even though they may not have earned the necessary 15 points.

Speech Activities

1. 25 points are necessary to secure a letter
2. Breakdown of points
 - Participating in regular season meets 5-10 pts.
 - Participating in the Sub-Section contest 15-20 pts.
 - Participating in the Sectional contest as either an alternate or a contestant .. 25 pts.(Points are awarded at coach's discretion)

Drama Activities

1. 25 points are necessary to secure a letter
 - Earning a Letter in Drama (Theater)
 - To be entitled to a drama pin, a student must earn a total of 25 points in a school sponsored production.

Ways to earn points:

- 1) Participation as an actor/actress
 - 10-15 points for a leading role
 - 8-10 points for a supporting role
 - 5-8 points for a small role
- 2) Participation in various support crews (set construction, lighting, costumes, make-up, etc.)
 - 5-10 points based on degree of commitment
- 3) Student Director
 - 10-15 points
- 4) Member of the orchestra (for musical productions)
 - 10 points

Ways to lose points:

- 1) Frequent unexcused absences from rehearsals or performances
 - -1 point
- 2) Ineligibility at the time of a major performance or contest
 - -2 points for each occurrence

2. **One-Act Play Contest**
 - Lead 10 pts.
 - Other Roles 5 pts.
 - Student Director 10 pts.

| | |
|--|--------------------|
| Technical Crew | 5-10 pts. |
| Advancing to Regional Contest | 10 additional pts. |
| Outstanding Actor or Actress Award | 5 additional pts. |

3. **Three-Act Plays**

| | |
|--------------------------|------------|
| Lead | 10-15 pts. |
| Other Roles | 5-10 pts. |
| Student Director | 10-15 pts. |
| Stage Manager | 10-15 pts. |
| Technical Director | 10-15 pts. |
| Orchestration | 10-15 pts. |
| Technical Crew | 5-10 pts. |

(Points are awarded at director's discretion)

When enough points are accumulated, a letter will be awarded. A dramatics emblem is to be awarded at the same time as the letter.

Knowledge Bowl

Letters and emblems shall be awarded on a point basis. Points are earned by attendance at practice, attendance at meets, and achievement at meets. Points will be earned as follows:

| | | |
|--------------------|---|-----------|
| Practice Points: | Attend a minimum of 80% of the practices | 25 points |
| | Attend between 50% and 79% of the practices | 15 points |
| | Attend less than 50% of the practices | 0 points |
| Meet Points: | Attend a minimum of 80 % of the meets | 25 points |
| | Attend between 50% and 79% of the meets | 15 points |
| | Attend less than 50% of the meets | 0 points |
| Excellence points: | Place in the top 5 at the region level..... | 20 points |
| | Place in the top 10 at the region level..... | 15 points |
| | Place in the top 15 at the region level..... | 10 points |
| | Place in the top 20 at the region level..... | 5 points |

A total of 60 points will earn a letter. Points will carry over to the following year.

MINHIAN (SCHOOL ANNUAL)

Twenty-five points are necessary to secure a letter. If the award is made in the senior year, a letter will be awarded provided the individual has been editor, assistant editor or been on the staff at least two years.

The lamp of knowledge emblem is to be awarded to any senior who gets a letter.

The editor shall be credited with 25 points. If an assistant editor, in the opinion of the advisor, has done a good job, he/she is to be credited with 20 points.

The other staff members will receive a maximum of 12 1/2 points for each year. The number of points earned will depend upon the amount of work done and meetings attended. The advisor and the editor will determine the number of points at the end of the year.

The following penalties are suggested: 1/2 point for each unexcused absence from a regular meeting and 1 point for each assignment not satisfactorily completed.

GUIDELINES FOR EXTRA-CURRICULAR ACTIVITIES

The eligibility rules of the Minnesota State High School League and those of the Board of Education will apply to all extra-curricular activities at Minneota Junior and Senior High School. All forms necessary for participation must be completed and turned into the high school office prior to start of scheduled activity.

I. Extra-Curricular Activities Policy on Truancy

A participant, who is truant or who has an unexcused absence from school will be dealt with on an individual basis by the high school principal and/or athletic director based on the length of the truancy or unexcused absence.

Students who receive detention from teachers for disciplinary reasons and, therefore, miss practice, will fall under the rules imposed by their respective coaches. Information concerning rules for specific activities will be handled as stated in the "Rules and Regulations Manual" regarding student activities.

II. Extra-Curricular Activities Rules and Regulations

Violations related to MSHSL will fall under the guidelines of the MSHSL. Refer to the MSHSL handout for these guidelines.

III. Activities not covered by the Minnesota State High School League will fall under district rules/regulations.

Any student who is involved or will be involved in school sponsored activities, not covered by the Minnesota State High School League, found using alcohol, tobacco, drugs or in violation of district Sexual, Religious and Racial Harassment and Violence Policy shall be ineligible for two weeks or one contest/event, whichever is greatest.

MINNEOTA PUBLIC SCHOOL DISTRICT POLICY

Adopted: *July 2015*

Policy 641

Revised: *June 21, 2016*

641 ACADEMIC ELGIBILITY POLICY

I. PURPOSE

This policy is meant to consistently track students and their academic progress. This policy will provide checkpoints every three 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.

II. GENERAL STATEMENT OF POLICY

Policies governing student eligibility follow the guidelines of the Minnesota High School League and the I.S.D. #414. Students being declared ineligible via MSHSL violation will not be allowed to be in a leadership position at Minneota High School for one calendar year (homecoming court, student council, NHS, etc.) Students being declared academically ineligible will not be in a leadership position during their ineligibility but can participate after the most recent grade check.

III. ACADEMIC INELIGIBILITY

A student may be declared academically ineligible for the following two scenarios:

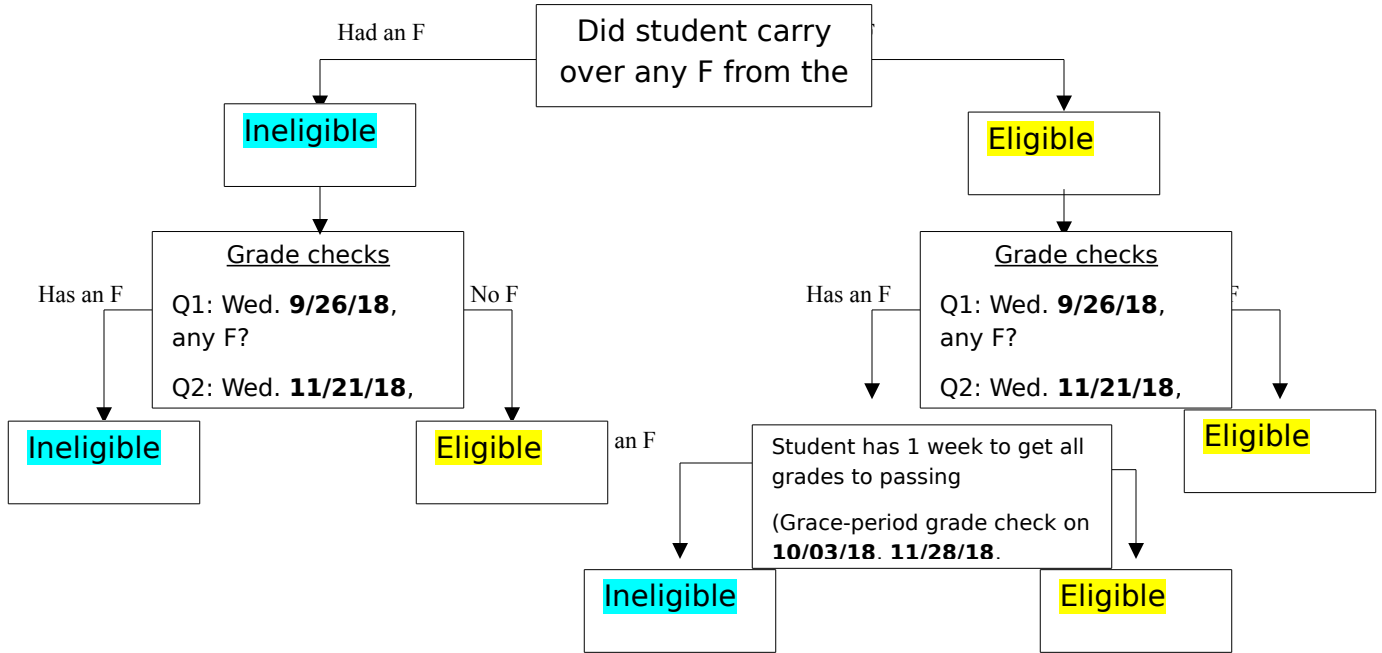
- A. A student reported as receiving a failing grade in any class at the end of any academic quarter or grade check and is deemed ineligible per the academic eligibility procedure, is not eligible for participation in extra-curricular activities. Grade checks to determine academic eligibility reinstatement will occur approximately every three weeks. Teachers turn in grades on the dates listed below and students are either eligible or ineligible that day, except at the end of a quarter when the dates listed below will be used. Students, who were previously ineligible, may have their eligibility reinstated only if the student is not failing any class at the determined grade check. Specific grade check and quarter ending dates are listed below for each academic quarter.
- B. Students who were **not** previously academically ineligible must have passing grades for all classes at each three week grade check. If a student who was not previously ineligible has a failing grade at this grade check, they have one week (grace period) to get all grades to passing to avoid being placed on the academic ineligibility list. Students who do not get all grades to passing are declared academically ineligible. There is no one week period to get grades to passing upon the completion of a quarter.
- C. Any student who is deemed ineligible for any reason is NOT allowed to travel with the team to any away games/contests and is not allowed to be on sidelines/bench/dugout/etc. for all home games/contests. Students are allowed to watch games/contests from the stands with the other fans.

IV. STUDENTS WITH DISABILITIES

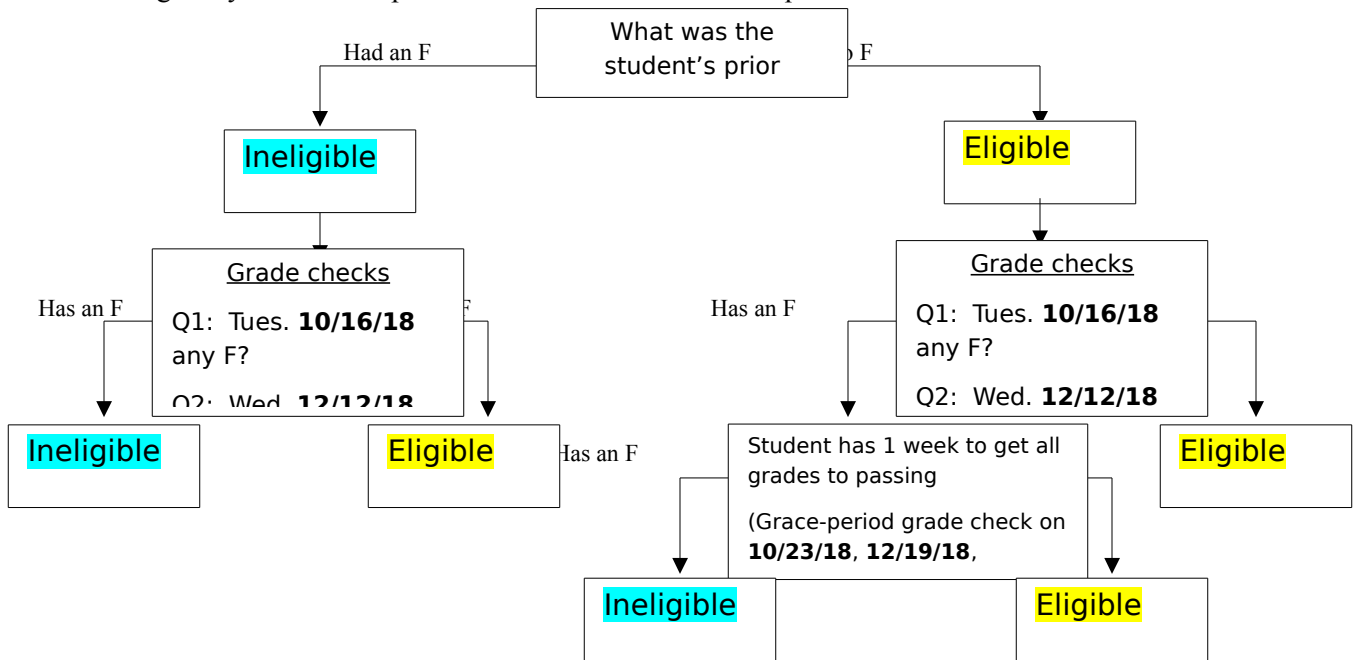
Students who have disabilities and/or are on an IEP or 504 will not be discriminated against academically at any time. Should a student feel like their IEP or 504 plan is not properly being followed should file a complaint with the K-12 principal. Teachers are expected to uphold all IEP and 504 plans, this includes making proper modifications/accommodations as described in the individual plans.

Minnesota High School Academic Eligibility Procedure 2018 - 2019

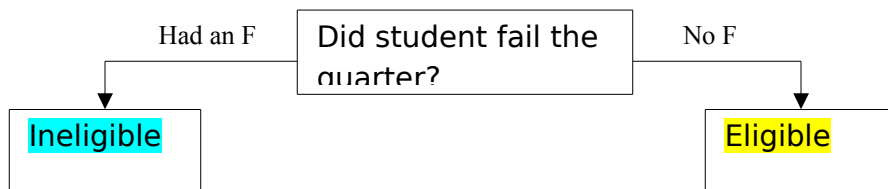
*Academic Eligibility verification procedure to use for beginning of a Quarter until week 3 of a Quarter.



*Academic Eligibility verification procedure to use for week 6 of a quarter.



*Academic Eligibility verification procedure to use for the end of Quarter.



Students with disabilities will not be discriminated against. All IEP's are to be followed by the teachers/district

Conflict Resolution Process

If participants or parents have concerns, they will need to follow the appropriate chain of command. The appropriate chain is as follows:

1. Team Captains (participants only)
2. Coaches
3. Athletic Directors
4. High School Principal
5. Superintendent
6. School Board

As your student becomes involved in the programs at Minneota High School, they will experience some of the most rewarding moments of their lives. However, it is important that they understand that there may also be times when things do not go the way you or your child wishes. At these times, discussion with your child and their coaches is encouraged.

Examples of These Situations

- Treatment of your student, mentally or physically
- Ways to help your student-athlete improve
- Concerns about your student's attitude
- Academic support and possible college opportunities

It is very difficult to accept your student's not playing as much as or in the role you may hope. Coaches are professionals, they make judgments based on what they believe to be best for all students involved. As you have seen from the list above, certain things can and should be discussed with your child's coach. Other situations should be left to the discretion of the coach.

Examples of These Situations

- Team Strategy
- Other student-athletes
- Playing time

Coach/Parent Conferences

There are situations that may require a conference between the coach and parents.

These are encouraged. It is important that both parties involved have a clear understanding of the other's position. The following steps should be followed to help promote resolution.

- Conflicts should first try to be resolved between the student-athlete and the coach. No parent meeting will take place before that happens.
- Call the coach to set up a meeting time. Coaches will return calls in a timely fashion.
- Meetings will be held in a professional setting in the school building during school/professional time. If emotions rise to an unreasonable level during the meeting, it will be ended and rescheduled.

- It is inappropriate to approach a coach unscheduled, immediately prior to, during, or at the conclusion of a contest. Meetings of this nature do not promote resolution.
- If, after a good faith attempt to discuss a situation or resolve an issue without reasonable satisfaction, the next step is to call the activities director to discuss the situation.

Both parenting and coaching are extremely difficult vocations. By understanding each position, we are better able to accept the actions of the other and provide greater benefits to our student – athletes. As a parent, when your student becomes involved in one of our programs, you have a right to understand the expectations put on them. This begins with clear communication from the coaches in charge of each program.

Communication Expected from Coaching Staff

- Philosophy of the coach
- Locations and times of all practices and contests
- Any team rules or requirements
- Discipline policy and anything that might result in the denial of the students participation

Communication Coaches Expect From Parents_

- Concerns expressed directly to the coach
- Notification of any schedule conflict
- Specific concerns with regard to the coaches' philosophy and/or experience.

Tips on Being a Good Sports Parent

Support Coaches

Be supportive and positive of coaches in front of your children.

Teach Respect for Authority

There will certainly be times when you disagree with a coach or official, but remember, they are trying their best to be fair. Show good sportsmanship by staying positive.

Reinforce Lessons Being Learned

The coaching staff is teaching while your child is on the court or field, but you can help out by reinforcing things like sportsmanship, and how to deal with success and failure after practices and contests. Help us teach character and the life skills that athletics develop.

Learn Through Failure

It is often said that failure is the best teacher. Help your kids cope with failure in a constructive way. It is okay to be disappointed, but keep the big picture in mind.

Get to Know the Coach

Coaches are powerful influences on your kids, so take time to get to know them. Attend any preseason meetings to get to know the coaches' philosophy, expectations, and background.

Your Child is an Individual

Focus on what your child does well as well as areas they need to improve. Don't compare the progress or success of other athletes.

Stay Rational

Always listen to your child, but remember to stay rational until you have investigated the situation. Remember, there is always another side to the story.

Be a Role Model

Take a good, honest look at your actions and reactions in the athletic arena. You have a huge impact on how your student will react to the same situations.

Show Unconditional Love

Make sure your kids know you love them, win or lose.

Your child's success or lack of success in sports does not indicate what kind of parent you are.

But having an athlete who is coachable, respectful, a great teammate, mentally tough, resilient, and tries their best **IS** a direct reflection of your parenting.

Each athletic participant and coach representing Minneota Public School shall dress and conduct himself/herself in such a manner that he/she brings credit to the school and community. In order for a student to participate in a practice, or event, he/she must be signed in by 10:00am if absent due to illness. Any student who leaves school ill after 10:00am for any length of time is unable to participate in practices or events. Exceptions will include dental/medical/legal appointments, family emergencies, funerals, religious instructions and/or school related activities. All appointments must be accompanied by a note from a parent per standard district procedure. Any other exceptions must be approved by the Activities Director or Principal.

Coaches/activity directors shall publish any additional training rules of the squads and file a copy of the training rules with the Principal and Athletic Director. Such rules are to be clear, concise, and capable of practical enforcement. If a coach has rules other than those listed in the Manual, a copy must be given to the students, Athletic Director, and High School Principal. These rules must be approved by the School Board.

Incriminating Evidence: If the administration is alerted to Internet sites, photos, or other evidence of a breach in MSHSL rules, an investigation will ensue. Photos of possession (holding tobacco products, drug paraphernalia, or alcoholic beverages) will be treated as a violation.

A student/athlete may only play at one level lower than the highest level that the student/athlete is placed by the coaching staff. (Example: If a student/athlete dresses for the varsity team, he/she can only play at the B squad or JV level.) If the student/athlete is moved up to a higher level during the season, that level will be considered the “new” highest level.

It is the responsibility of the advisor/coach to maintain supervision at all times, with special attention given to this duty, when overnight lodging of participants is required. Only those participants involved directly in the activity are to be allowed at the lodging site, with exception being members of the immediate family.

Transportation Policy

Minneota Public School provides transportation from the Minneota Public School to the sponsored activities, and back to the Minneota Public School for all students involved in school sponsored activities. The Ivanhoe school district will be responsible for transporting students to the Minneota Public School, and back to Ivanhoe for Minneota Public School sponsored activities. All students are to ride on the buses to and from school sponsored activities unless there is a specific and valid reason as to why they will be riding with their parents or an approved adult who is not a student in high school to or from the activity. If this is the case, the parent will submit in writing the reason as to why their son or daughter should be permitted to use this alternate form of transportation. This request will be reviewed by the high school principal, athletic director, or coach who will decide whether or not to honor such request. Any changes or cancellations need to be reviewed by the proper personnel. Parents must talk to the coach and provide a written note when they (parents) are going to provide a ride home for the student. A parent may request that their son or daughter rides home with an approved adult who is not a student in high school. If the student rides home with their parents or an approved adult who is not a high school student, the **Parent** will submit the request to the high school principal, athletic director or coach in writing the reason as to why their son or daughter should be permitted to use this alternate form of transportation and who will be driving.

Failure to comply with this policy will result in the student not being permitted to participate in that scheduled activity for that day or the next scheduled competition.

****School administrators have the ability to exercise discretion regarding the above transportation policy.****

Summer Coaching Policy - Policy #410.3 (Ref. Minneota School Board Policy 902)

The MSHSL Bylaw 208 allows all coaches to provide summer coaching to student-athletes following the fourth Friday in May through July 31. The following are the guidelines in order to provide the student-athletes of Minneota Public School a beneficial summer athletic program.

- I. Any coach who is employed by Minneota Public School that would like to work with student-athletes in the summer needs to:
 - sign a summer coaching waiver by June 1,
 - meet with athletic director by June 1, to discuss proposed summer plans,
 - meet with athletic director by June 1 to set up scheduled times for use of the school building,
 - and, turn in a schedule to athletic director.

- II. Coaches need to:
 - plan a schedule which will allow access for all student-athletes who wish to receive summer coaching in the sport which they are coaching,
 - follow the set schedule unless prior notification is given to high school principal and participants,

- keep track of all equipment used and make sure it is properly cared for (equipment must be used at school facilities),
- properly supervise all activities, and
- make sure facilities are properly taken care of and cleaned up following activity.

III. Coaches cannot:

- place undue influence on student-athletes to participate,
- limit participation to selected student-athletes,
- provide coaching at Minneota Public School facilities to student-athletes who do not attend Minneota Public School or St. Edward School,
- use school uniforms for student-athletes,
- use locker room facilities for activities, and
- receive any payment from student-athletes (if a coach charges fee for an athletic camp, rental must be paid for use of facilities and equipment and coach must provide documentation of liability and student insurance).

Scheduling Procedure for Use of District Facilities

Any staff member who wishes to use the school building for an organized activity, outside of normal school day, must follow the below procedures:

1. Meet with the high school principal or athletic director to discuss proposed activity:
 - A. purpose of activity,
 - B. scheduled dates and times for use of the school building, i.e. gymnasium, classroom, study hall room, weight room, etc.,
 - C. staff who will supervise the activity,
 - D. exception would be a coach who must first meet with the Athletic Director prior to scheduling a meeting with the High School Principal.
2. Responsibilities
 - A. keep track of all equipment used and make sure it is properly cared for (equipment must be used at school facilities),
 - B. properly supervise all activities,
 - C. make sure facilities are properly taken care of and cleaned up following activity,
 - D. provide documentation of liability and student insurance as deemed necessary.

Note: This would also pertain to activities not sponsored by Minneota Public School District #414.

Student Accident Insurance

STUDENTS ARE REQUIRED TO REPORT ALL ACCIDENTS TO THE OFFICE WITHIN 24 HOURS OF THE OCCURRENCE SO THAT A WRITTEN REPORT CAN BE FILED.

Participation Fees

All athletes in grades 9-12 must pay a \$60.00 participation fee per activity before they will be allowed to participate in any contests. The fee must be paid before the first scheduled contest. Athletes in grades 7 and 8 must pay a \$50.00 participation fee per activity before they will be allowed to participate in any contests. If a student/athlete cannot pay the participation fee, a sliding scale is available by contacting the Athletic Director or

the District Office. There will be a cap of \$150.00 for a student in grades 7 and 8. There will be a cap for \$180.00 for a student in grades 9-12. The family cap is \$355.00.

If 6th graders participate in any 7-12 grade activities, a \$20 participation fee will be paid to participate.

FCCLA and FFA students 7-12 grade will pay a \$30 activity fee to participate.

Reimbursements

If an athlete has paid their participation fee and then decides to quit the activity during the two week pre-season practice time, they will be reimbursed 100% of the participation fee. If you cancel out of an athletic/fine arts activity, notification must be given prior to the start of the first official contest/game to be given a full refund.

Once the activity has had its first official contest/game you will not be eligible to receive a full or partial refund. If cancellation is due to an injury, please contact the Athletic Director at 507-872-6175 ext.1141. A doctor's note will be needed to have on record. Refunds due to injury will be handled on a per-case basis.

Activities Where Fees Will Be Collected

- Baseball
- Basketball
- Cross Country
- Dance Team
- Mock Trial
- Football
- FCCLA
- FFA
- Golf
- Knowledge Bowl
- Robotics
- Softball
- Speech
- Track
- Volleyball
- Wrestling
- Hockey 2018-2019

Forms

All mandatory forms must be turned in by the first scheduled contest. If the forms are not turned in by the first contest, the student will not participate.

Infractions

All infractions, whether by an employee or student of Minneota Public Schools, will be governed by the Minnesota State High School Policies, Minneota High School Matrix, and to the discretion of the Minneota school administration.