

EL DORADO



**ATHLETE & PARENTS
HANDBOOK**

2018 - 2019

Students and Parents,

I want to welcome you to a new school year. My name is Scott Vang and I am the new Eldorado School District Athletic and Activities Director. I am excited to be here and see great opportunity for continued excellence in the areas we do well and growth in those that we have not done well.

I want to emphasize one word for each and every student. That word is COMPETE. In everything we do we will compete. We will compete in the classroom to be the best student we can be. We will compete on the court, field, stage, etc. to be the best we can be in the athletic or activity of our choice. We will compete every day to become a better version of ourselves. I promise to do the same each day to make your Eldorado experience the best it can be.

I look forward to having a great school year. If I can be of any help or you have any questions please do not hesitate to contact me.

Thanks

Scott Vang

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ATHLETIC PHILOSOPHY

The philosophy of the El Dorado Middle School Athletic Program is to provide an atmosphere for students, which will contribute positively to their individual growth as people, students, and athletes. Areas of emphasis will include:

- ❖ **Goal Setting and Decision Making**
- ❖ **Preparation for Goal Attainment**
- ❖ **Individual Respect and Contributions to the Program**
- ❖ **Communication**
- ❖ **Accountability to Team Members**
- ❖ **Credibility Development**
- ❖ **Time Management**

El Dorado Middle School recognizes the value of a program of athletic competition for both boys and girls as an integral part of the total school experience. Participation in athletics assists in the development of character traits known to promote academic success. It shall be the policy of the School that no eligible student who wishes to participate in a sport shall be denied that opportunity. Students are not guaranteed playing time and the school will avoid “cutting” students from activities while there is still a potential for growth and engagement.

ACADEMIC STANDARDS

Student-athletes are required to meet KSHSAA eligibility requirements in order to participate in El Dorado Middle School Athletics. KSHSAA requirements can be found in RULE 13 of the KSHSAA Handbook section of this document.

In our school, a student is considered ineligible if he/she has an F for two consecutive weeks in the same class. The student will be placed on a probationary list during the first week, and will have the opportunity to raise their grade prior to grades being checked for the next week. If a student brings their grade up to a passing level during the probationary week, they will be eligible to participate the following week. A student will be considered ineligible if they are failing the same class for the second consecutive week. Eligibility will be checked on Friday afternoons every week during the season. If a student is ineligible, the student will not be eligible to participate in any competitions during the following week, however they are required to attend practice.

STATEMENT OF INTENT

It is the intent of USD 490 extracurricular activities to be an extension of the classroom. As such, the same consideration for discipline and correction of behavior is provided. Students will be provided instruction in expectations and positive support for applying the expectations at extracurricular events. When discipline is necessary, it will be consistent with the expectations and allow students the possibility of correcting and being reinstated to good standing. As a compliment to this philosophy, all school---imposed discipline will be based upon the school year calendar, with each year presenting a new opportunity for student success. The exception to this will be adhering to student expulsion that is imposed for the legal requirement of 186 days by the Board of Education.

SCHOLARSHIP/ELIGIBILITY RULE

In our school, a student is considered ineligible if he/she has an F for two consecutive weeks in the same class. The student will be placed on a probationary list during the first week, and will have the opportunity to raise their grade prior to grades being checked for the next week. If a student brings their grade up to a passing level during the probationary week, they will be eligible to participate the following week. A student will be considered ineligible if they are failing the same class for the second

consecutive week. Eligibility will be checked on Friday afternoons every week during the season. If a student is ineligible, the student will not be eligible to participate in any competitions during the following week.

If a student does not pass 5 new classes in a semester, the student will not be eligible for the next semester. (KSHSAA Rule 13 article 3 of the KSHSAA Handbook)

PARTICIPATION GUIDELINES OF STUDENTS SERVING DISCIPLINARY ACTIONS

A student involved in an extra--curricular activity that obtains In School Suspension (ISS) or Out of School Suspension (OSS) will be deemed a student not in good standing. As a result, that student will not be allowed to participate in any extra--curricular activities while they are in or out of school suspended. Students are expected to practice while serving ISS, but they are not able to practice while serving OSS. A student will not regain their good standing status until the start of the next school day once suspension is completed.

AWARD CRITERIA

Student letter winners will receive their “E” letter and/or pin from the coach when they have met all their team responsibilities. Bars and symbols are available from the coach.

RECOGNITION

Coaches are responsible for a ‘Recognition Time’ for their individual programs.

CONFLICT OF INTEREST

At times during the course of the school year, some students may find themselves scheduled to participate in more than one event on the same date. If this occurs, the student will be expected to notify the involved coaches/sponsors, **as soon as possible in advance of the scheduled date**, of their participation wishes. Guidelines to be used in this decision-making process are:

- ❖ If the conflict occurs between two events or activities and one of these activities is a state sponsored competition, the state sponsored competition will take precedence.
- ❖ If neither/both events or activities are a state sponsored event, the coach/student/parent/sponsor will work together to determine which participation avenue is in the best interest of everyone involved.
- ❖ Should a consensus be unattainable, the administration can be included in the process.

Penalties such as lowered grades, loss of a letter, or decreased playing time (due solely to the missed event) will not be tolerated.

DUAL COMPETITION POLICY

A complete copy of the Dual Competition Policy is available from the Activity/Athletic Director. When an athlete wishes to participate in two sports that the season of both sports run concurrently, this document must be signed by the parent, athlete, head coaches of both sports and the Activity/Athletic Director.

CONCEALED OBSERVATIONS

USD 490 Board of Education policy prohibits individuals from recording students, employees, and/or board members through the use of concealed audio and/or visual recording devices at school, on or in district property, and at meetings held for educational or disciplinary purposes. Exceptions include the use of district video surveillance, recording of meetings subject to the Kansas Open Meetings Act, due process or student disciplinary hearings, student evaluation, or recordings of programs and events which are open to the public.

DISCIPLINARY ACTION

Any student who is assigned to in-school suspension, out of school suspension, or expulsion, is considered a “Student NOT in good standing.” A student “not in good standing” is ineligible for participation in any USD 490 activity for the duration of the discipline and until midnight on the last day of discipline.

Unsportsmanlike Conduct – A conference with an administrator will take place following any penalty for unsportsmanlike conduct in a competition (as defined by rules of the individual activity). Discipline may be anything up to and including forfeiture of the privilege to participate in or to attend activities sponsored by the school for the remainder of the school year.

Ejection from an Activity/Contest – Any participant or coach ejected from an activity/contest by an official will automatically not be allowed to participate for the remainder of the day of ejection and the next scheduled competition at the same level. Additionally, a conference with an administrator will take place following the ejection and additional disciplinary action may be taken, up to and including removal from all activities for the remainder of the school year.

DRUG & ALCOHOL POLICY

Review the USD 490 drug and alcohol policy. The student-athlete must have a signed Drug and Alcohol contract, as well as a Drug Test Consent Form on file in the Athletic Director’s office before they can take part in an El Dorado Middle School practice.

EQUIPMENT CARE

Each athlete has the responsibility for taking care of all school athletic equipment issued for their use during the season. School athletic equipment (including but not limited to uniforms, warm-ups, jackets, travel bags, etc.) shall not be used at any time other than at authorized practices, games or matches, unless approved by the head coach and Athletic Director. **Student-athletes will be billed for the equipment of their responsibility not returned in a timely manner.**

COACHES ARE NOT TO LOAN SCHOOL EQUIPMENT WITHOUT APPROVAL OF THE ACTIVITY/ATHLETIC DIRECTOR.

INJURY GUIDELINES/INSURANCE

The doctor must make all decisions as to whether the injured athlete may continue to participate or not. The doctor must also decide when an injured athlete may return to practice and to participation thereafter.

Injury records should be maintained for all athletic injuries requiring medical attention. Athletes must keep their coaches informed when they receive medical attention for an injury which occurred at practice or in competition.

The Activity/Athletic Director will provide parents with information on supplemental accident insurance upon each instance of a documented injury.

FIRST AID

All accidents at school, on school property, or at a school-sponsored events shall be reported to the principal immediately. Required documentation to be placed on file with the district is the responsibility of the principal.

First aid and CPR may be administered only by those school employees qualified by training approved by the district (completion of an approved Red Cross First Aid program or certification as a school nurse or nurse's aide) and then only in the case of emergency. If the accident requires medical treatment, an employee shall send for medical help and keep the injured person comfortable.

At no time are employees to perform medical treatment such as pulling splinters, pulling teeth, administering medication, or providing other medical services without proper credentialing. Non-credentialed employees may only provide comfort treatment as described above to include applying band aids and providing ice packs. Parents may not authorize non-credentialed employees to perform these functions but are always to be kept informed of the medical needs and complaints of their child(ren). This information is to be recorded in a manner prescribed by the school nursing staff and principal at each building.

Routine non-emergency medical needs necessary for student health and safety that must be completed during the school day shall be administered according to a student health care plan developed by the school nurse with parent input. The district will not assume liability for employees acting outside the scope of their authority.

CONCUSSION INFORMATION

Each athlete must have a signed Concussion and Head Injury Information sheet on file in the Athletic Director's office before beginning practice. State law requires written clearance from a healthcare provider before the student is allowed to return to participation following a suspected concussion. The law defines a healthcare provider as someone licensed by the state board of healing arts to practice medicine and surgery. By interpretation of the Kansas Board of Healing Arts, this means a medical doctor (MD) or doctor of osteopathic medicine (DO) must provide the written clearance for the student to return to participation. Athletes will annually complete a baseline Concussion Vital Signs assessment.

PARTICIPATION AFTER INJURY/ILLNESS/ABSENCE

- ❖ Students must be in school the whole day in order to participate in a contest or practice. **Only the Activity/Athletic Director and/or School Administration will approve exceptions** after review of written notes from parent and/or physician.
- ❖ If a student is absent the last school day of the school week, and the competition is on a non-school day, the student must bring to the coach, a signed statement from the parent or guardian granting permission for participation. It is recommended the coach call the parent with regard to the nature/reason for the absence.
- ❖ A student absent two or more days prior to the day of the competition must bring a statement from the parent/guardian granting permission for participation. (Phone contact is appropriate.)
- ❖ A student who has been injured and has had medical treatment, may not participate until written permission from the doctor is presented.

PARENT MEETING

A preseason parent/athlete meeting will be held before each season of sport. Parents and student---athletes will be required to sign an assumption of risk form (yearly) before the athlete can begin practicing. After a short meeting with the Athletic Director, head coaches will conduct a parent/athlete meeting which will cover **program rules and procedures, practice and game schedules, lettering**

requirements, expectations of participating student---athletes, etc. Assistant coaches will be in attendance.

2018 - 2019 MEETINGS:	FALL SPORTS	AUGUST 9 @ 5:30 PM	EMS Gym
	BASKETBALL	OCTOBER 18 @ 5:30 PM	EMS Gym
	WRESTLING	DECEMBER 12 @ 5:30 PM	EMS Commons
	SPRING SPORTS	FEBRUARY 18 @ 5:30 PM	EMS Gym

PICTURES

Team pictures will be taken in team uniforms. Players and coaches should be neatly groomed and pose in an appropriate manner. Hats will **NOT** be allowed in team pictures, unless the hat is part of the school issued uniform. Coaches will notify players of the date and time for team pictures within their sport.

PRACTICE SCHEDULES

Each head coach will submit a practice schedule to the Athletic Director at the beginning of the season for all levels of the program. In addition, all head coaches are to have daily practice schedules on hand and readily available if requested by the athletic/athletic director. Wednesday practices must be concluded by 6:30 pm as per BOE policy. Sunday practices are not allowed, unless approved by the Activity/Athletic Director and only on a voluntary basis.

TRANSPORTATION PROCEDURES

Students riding on the bus **TO** an athletic event are expected to **RETURN** from the event on the bus. Only those student---athletes who have made prior arrangements with the Activity/Athletic Director should be allowed to leave with a parent/legal guardian. Students having made prior arrangements will have the dismissal form signed by an administrator. Emergency situations will be handled on site by the coach in charge.

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DEFINING SUCCESS

In our “We’re #1” society, winning has become the yardstick by which all of our efforts are measured. Athletic programs and teams fall into this win/lose position as well, along with all of the student---athletes and coaches involved. We often avoid addressing the complicated personal development issues, instead looking to superficial solutions. Win/loss records have become the perfect tool to satisfy an information---hungry, quick fix, success/failure oriented culture.

You, the student---athlete, get caught in this mess as we force you to perform and take the consequences. The list of pressures on you today continues to grow; academic, social, peer, family, environmental, chemical, physical, and competitive to name a few. In the area of interscholastic sports, there is a desperate need for balance between winning and personal development. Understanding and accepting the responsibilities of being a team member, while working toward collective goals is a trait that will serve you a lifetime.

Don’t get me wrong, winning has its’ place. We want you involved in **preparing yourself to be successful** and at the same time understanding that each student---athlete will have a different mixture of priorities.

It is our staff’s job to do everything we can to help you become more successful as a person, student, and athlete. **The more you invest in your athletic preparation, the more you will benefit.**

Since research indicates a student involved in extracurricular activities has a greater chance for success during adulthood, our athletic programs have been established. Many of the character traits required to be a successful athletic participant are exactly those that will promote a successful life after high school.

COMMUNICATION PROTOCOL

COMMUNICATION YOU SHOULD EXPECT FROM THE COACH

- ✓ Expectations the coach has for the players on the squad
- ✓ Location and times of all practices and contests
- ✓ Team requirements; i.e., fees, special equipment, off-season conditioning
- ✓ Player responsibilities and team guidelines
- ✓ Lettering requirements

COMMUNICATION THE COACH SHOULD EXPECT FROM THE ATHLETE

- ✓ Notification of any scheduling conflicts in advance
- ✓ Special concerns in regard to the coach's expectations

APPROPRIATE CONCERNS TO DISCUSS WITH THE COACH

- ✓ Treatment of the student-athlete – physically / mentally
- ✓ Ways to help your child improve his/her ability to compete
- ✓ Concerns about your child's behavior

****It is often difficult to accept that your son/daughter is not playing as much as you desire. Our coaches are professionals. They will make judgment decisions based on what they believe to be the best for all student-athletes involved, including your son/daughter.**

ISSUES NOT APPROPRIATE TO DISCUSS WITH THE COACH

(The EHS Coaching Staff has been directed not to discuss the following issues.)

- ✓ Playing time
- ✓ Team strategy
- ✓ Play calling
- ✓ Other student-athletes

****There are situations that may require a conference between the coach and the parent, as it is important that both parties involved have a clear understanding of the other's position. When these conferences are necessary, the following procedure will be used to help promote a resolution to the issue of concern.**

PROCEDURE TO BE USED FOR SETTING A CONFERENCE

- ✓ Call the coach to set up an appointment. (All coaches have voicemail and will return your call promptly.)
- ✓ If the coach cannot be reached within 24 hours, call the athletic director.
- ✓ Our coaches have been directed not to hold a conference **before or after a contest or practice.**
Meetings of this nature do not promote resolution of a concern.

If a satisfactory resolution is not reached, make an appointment with the Activity/Athletic Director.

PROPERLY SUPPORTIVE PARENT

WAYS TO HELP YOUR STUDENT ATHLETE:

1. Make sure they know that their worth is NOT dependent upon winning or excelling in an athletic contest. They are first and always your child and then an athlete.
2. Try to be completely honest with yourself about their athletic capability, competitive attitude, skill level, and priorities for preparation. Do not make excuses for their lack of playing time or win/loss success. Encourage them to work hard and do their best.
3. Don't criticize their coach's ability to coach. Coaches are the team's authority figures and are making the effort to lead the team toward the attainment of the team's goals. The EHS coaching staff works with the squad every day, they know what each player can and cannot do.
4. Don't relive your athletic life through them in a way that creates pressure. Avoid comparing them with former family members or teammates.
5. Be present for their athletic events. Your personal appearance tells them you care. It also provides you an opportunity to share their joys and frustrations inherent in competition.
6. Reinforce their positive accomplishments. Point out their contributions to the team. Ask them what improvements they can make to increase their contribution. Be an interested observer, allowing them to draw their own conclusions. Remember, athletic contests are mistake-centers for learning with failure being an opportunity to begin again more intelligently.
7. Team unity is an important component to the process of goal accomplishment. Be a FAN of the TEAM. Do not let animosity or jealousy for a teammate, opponent, or official cause a loss of focus on the team's goals.
8. Remember that they tend to exaggerate, both when praised and when criticized. Temper your reaction to what you hear from them. Investigate before reacting.
9. Encourage their respect for the game, officials, opponents, and coaches. Instill the importance of sportsmanship. Make sure they know how long it takes to earn "Respect", and how quickly it can be lost.
10. Encourage them to play the game for the love of competition and the challenge for improvement. Winning, awards, and scholarships will take care of themselves. Good things happen to individuals who are unselfish, hardworking, and committed.

COACH & PROGRAM EXPECTATIONS

EHS ATHLETIC TEN COMMANDMENTS

1. WE WILL PREPARE OURSELVES TO BE SUCCESSFUL.
2. WE WILL LET OUR PERFORMANCE DO OUR TALKING.
3. WE WILL ACT LIKE CHAMPIONS EVERYWHERE WE GO.
4. WE WILL BE RESPONSIBLE FOR OUR SUCCESS OR FAILURE.
5. WE WILL BE DECISIVE AND TAKE FULL RESPONSIBILITY FOR OUR DECISIONS.
6. WE WILL TREAT OURSELVES, OUR TEAM FAMILY AND OTHER INVOLVED INDIVIDUALS WITH RESPECT.
7. WE WILL HELP PROMOTE SCHOOL UNITY AND PRIDE.
8. WE WILL SHOW OUR SUPPORT FOR ALL EHS ATHLETIC ACTIVITIES.
9. WE WILL PLACE THE PROPER EMPHASIS ON OUR ACADEMIC WORK.
10. WE WILL BE SELFLESS IN SERVICE TO THE SCHOOL, THE TEAM AND OUR COMMUNITY.

INDIVIDUAL PROGRAM GOALS

VARSIITY

- TO ENHANCE TECHNICAL AND FUNDAMENTAL SKILLS
- TO PROMOTE TEAM UNITY
- TO COMPETE AT THE HIGHEST LEVEL
- TO HELP STUDENT/ATHLETES OBTAIN COLLEGE OPPORTUNITIES
- TO COMPETE FOR AVCTL CHAMPIONSHIPS

JUNIOR VARSITY

- TO ENHANCE SKILLS FOR VARSITY COMPETITIONS
- TO IMPROVE SKILLS IN COMPETITION SETTINGS
- TO FAMILIARIZE SQUAD MEMBERS COMPETITION STRATEGIES
- TO WIN COMPETITIONS

FRESHMAN

- TO DEVELOP FUNDAMENTAL SKILLS
- TO TEACH BASIC COMPETITION STRATEGIES
- TO ENCOURAGE STUDENT/ATHLETES TO CONTINUE THEIR PARTICIPATION IN THE PROGRAM
- TO WIN COMPETITIONS

MIDDLE SCHOOL

- TO INTRODUCE FUNDAMENTAL SKILLS
- TO TEACH INDIVIDUALS HOW TO WORK AS A GROUP
- TO ALLOW EACH PLAYER A CHANCE TO PLAY
- TO PROMOTE OUR PROGRAM VIA SUMMER CAMPS
- TO HAVE FUN AND PROMOTE YOUR PARTICULAR SPORT

ELEMENTARY

- TO PROMOTE OUR PROGRAM VIA SUMMER CAMPS
- TO BE VISIBLE IN THE SCHOOLS AND COMMUNITY
- TO PROMOTE YOUR PARTICULAR SPORT

EHS HEAD COACH EXPECTATIONS

- Run a disciplined, well-organized program
- Prepare all players for success
- Create a positive atmosphere in which the program can be successful
- Raise the expectations for the program, while demanding the best from each player and assistant coach
- Treat every player as an individual and every situation individually
- Be extremely loyal to the school, coaches, and players
- Be accountable for everything that occurs within the program
- Communicate effectively with the administration, program staff, players, faculty, and parents
- Encourage your staff to discover new ideas for possible implementation into the program
- Be professional at all times

EHS ASSISTANT COACH EXPECTATIONS

- Help maintain a disciplined, well-organized program
- Help prepare all players for success
- Help create a positive atmosphere within the program
- Demand the best from each player
- Be extremely loyal to the school, coaches, and players
- Be accountable for everything that occurs within your program responsibilities
- Communicate effectively with coaches, players, faculty, and parents
- Search for new ideas to be considered for possible implementation into the program
- Be professional at all times

KSHSAA HANDBOOK REVIEW

KSHSAA HANDBOOK SYNOPSIS

RULE 7: PHYSICAL EXAMINATION / PARENTAL CONSENT

ART. 1: Students are not eligible to represent their school until there is on file a signed statement by a practicing physician or a registered physician assistant, certifying the student has passed an adequate physical examination. This statement shall also be signed by a parent or legal guardian, stating the student has permission to participate.

ART. 2: In case a student has neither a parent nor legal guardian, the signature of the principal or superintendent shall be required. Eighteen-year-old independent students may sign their own forms.

ART. 5: The Physical Examination shall not be taken earlier than May 1st of the preceding school year for which it is applicable.

ART. 6: A Physical Examination Form must be completed and on file with the school prior to the first try-out or practice in which the student participates.

RULE 13: SCHOLARSHIP REQUIREMENTS

ART. 1: Students who must attend a semester to regain scholastic eligibility, may not participate in interschool activities until after they have attended classes in a new semester.

ART. 3: SCHOLARSHIP – The student shall have passed at least 5 new subjects (those not previously passed) of unit weight, or its equivalency, the previous semester or the last semester of attendance.

ENROLLMENT – The student shall be enrolled in and attending a minimum of 5 new subjects (those not previously passed), of unit weight, or its equivalency, during the present semester. Note: High school students dually enrolled in colleges, who have their college hours recorded on their high school transcript, may count 5 hours of college credit as two subjects of unit weight or three hours of college credit as one subject of unit weight. However, the student must attend at least one class of unit weight at the member, base school per semester.

RULE 14: BONA FIDE STUDENT

ART. 1: In order to participate in practice, the student must be a bona fide undergraduate of that school and one who is eligible or has the possibility of eligibility.

ART. 2: A student who is under penalty of suspension or whose character or conduct brings discredit to the school or to the student, as determined by the principal, is not in good standing and is ineligible for a period of time as specified by the principal.

ART. 3: A student who uses any form of tobacco, illegal drugs, alcoholic beverages, etc., at school events is not in good standing.

ART. 4: A student who uses anabolic steroids would be ineligible for interscholastic competition until such time as medical evidence can be presented that his/her system is free of that drug.

ART. 5: A student shall not be permitted to make up work after the close of the semester for the purpose of becoming eligible. However, should a student have an excused absence for day(s) missed, completing such work per school policy would not be considered as “make up”. **Summer school is not to be used for making up credit deficiencies for the purpose of becoming eligible.**

RULE 16: SEMESTER REQUIREMENTS

ART. 1: A student shall not have more than 8 semesters of possible eligibility in grades 9 through 12, regardless of whether the 9th grade is included in junior or senior high school. NOTE: If a student does not participate or is ineligible due to transfer, scholarship, etc., the semester(s) during that period shall be counted toward the total number of semesters possible.

ART. 4: HARDSHIP – This rule applies only to those students who, because of illness or other justifiable emergencies, are not able to successfully complete a semester after 15 days of attendance.

a. These situations may be referred to the Executive Board for evaluation.

Under the foregoing circumstances, the Executive Board may waive portions of this rule for special cases.

RULE 18: TRANSFER - The purpose of the Transfer rule is to eliminate “school shopping” after a student has initially chosen the school of his/her choice.

ENTERING HIGH SCHOOL FOR THE FIRST TIME - A senior high student is eligible under the Transfer Rule at any senior high school he or she may choose to attend when senior high school is entered for the first time at the beginning of the school year.

BONA FIDE MOVE - If a student’s parents, or legal guardian in case neither parent is living, make a bona fide move to a new permanent residence in the vicinity of the new school to which the student transfers, the student is then immediately eligible. **A STUDENT IS INELIGIBLE IF: CHANGE IN SCHOOL IS MADE WITHOUT AN ACCOMPANYING MOVE ON THE PART OF THE STUDENT’S PARENTS.** If students change schools without an accompanying move on the part of their parents, they will be ineligible for interschool extra-curricular activities for 18 weeks, beginning with the first day of their attendance.

INDEPENDENT STUDENTS - A student who is “on his or her own” and not dependent upon parents or a guardian for a home and who transfers from one school to another, is required to attend 18 weeks before becoming eligible.

ART. 2: 18 WEEKS DEFINED - Students who must attend 18 weeks to become eligible, shall not participate until they have attended classes on the first day of school in the 19th week.

RULE 20: AWARDS

Any school violating this rule shall be suspended for a period not to exceed one year. Any student who violates this rule shall be ineligible in that activity for a period of 1 year from the date of the violation.

ART. 1: MEMBER SCHOOLS

a. May provide awards limited to traditional letters to students participating in interscholastic activities. Team patches, chevrons, and/or year dates are considered as part of the letter,

should the school desire to provide them. Schools may give additional individual awards, in each activity, excluding cash, if the cost does not exceed \$25.

- b. May give framed or unframed certificates and photographs.
- c. May award medals, ribbons or certificates to their students for outstanding achievement where interschool activities is but one of several attributes and includes recognizing excellence in scholarship, or citizenship, or leadership.
- d. May award medals or ribbons to their students in league activities, invitational tournaments, involving competition among several schools and a list of awards shall be announced to the participating schools in advance of the activity.
- e. Shall not be involved in fund-raising or in financing students to attend outside school-training sessions, tryouts or camps in competitive athletics. Booster Clubs are considered synonymous to schools.
- f. May not allow their interscholastic coaches to accept gifts from any source(s) valued at more than \$100, in recognition for their services.

ART. 2: OUTSIDE AGENCIES – SCHOOL PARTICIPATION

- a. **No cash or merchandise prizes shall be awarded to students. Medals, ribbons, and certificates may be awarded. Scholarships payable to the educational institution of the student's choice are acceptable.**
- b. Organizations may honor and recognize students with dinners, programs, paper certificates, photographs and videotapes for their participation in interschool activities.
- c. Contributions for the purchase of equipment or other items shall be made through the local school authorities.
- d. Schools shall not accept awards for interscholastic activities from outside agencies, unless approved by the Executive Board.

ART. 3: OUTSIDE AGENCIES – NON-SCHOOL PARTICIPATION

- a. Students who participate in athletic activities, outside of interscholastic competition, shall not accept awards of cash or merchandise. Medals, trophies and T-shirts shall not be considered merchandise.

RULE 21: AMATEUR

Ineligibility under this rule holds for the entire time the student is in school, unless reinstated by the KSHSAA Executive Board.

ART. 1: A student who uses his or her athletic skill or knowledge for gain, or who plays with a professional team, or who competes for a cash prize, shall be ineligible for that sport.

ART. 2: If the student signs a professional athletic contract, he or she shall be ineligible in that sport.

ART. 3: A student who receives pay for participation in athletics is ineligible in that sport under the provisions of this rule.

- a. A student may receive pay for teaching activities such as swimming, lifesaving, golf, tennis, wrestling, basketball, dancing, baseball, etc., provided he or she confines the work to teaching skills.
- b. A student may not receive pay for coaching teams or individuals involved in competition.
- c. A student may receive pay for officiating an athletic contest.

ART. 4: It is permissible for a student to accept necessary meals, lodging, and transportation while competing, if such are accepted in service rather than money or other material form.

ART. 5: The acceptance of merchandise, jackets, sweaters or other wearing apparel, athletic equipment, pay for pitching a game, remuneration for scoring a certain number of goals or making base hits, etc., or any other form of cash or merchandise award, is a violation of this rule.

ART. 6: Competing for a cash prize applies to one individual or team members. It does not matter whether the amount is sufficient to cover expenses, or whether an individual receives a portion.

RULE 22: OUTSIDE COMPETITION

Violation of this rule shall make a student ineligible for the remainder of that sport season.

ART. 1: A student who is a member of a school athletic squad may not participate as a member of an outside team or as an independent competitor in the same sport during the school year. **NOTE:** Informal participation on the part of the student athlete, such as that experienced on the black top (concrete), in the park, local “Y”, etc., is not considered a violation of this rule, provided it was not formally called or organized, no coaching takes place, where no official score is kept, time kept, officials used, etc. Intra non-school youth group athletic participation is not considered a violation of this rule. Inter non-school youth group athletic participation is a violation.

ART. 2: A student shall not be prohibited from competing on a special team within his or her own school.

ART. 3: A student becomes a member of a school’s athletic squad when he or she first participates in a practice session. A student ceases to be a squad member after his or her last contest for the school’s athletic squad.

RULE 26: ANTI-TRYOUT AND PRIVATE INSTRUCTION

ART. 1: A student may receive instruction from their parent(s) at any time. A student’s parent(s) may attend their student’s private instruction session without violating the provisions of this rule.

ART. 2: A student may receive private instruction at any time of the school year. During the time a student is a member of a school athletic squad, starting with the student’s first day of school practice and ending with the student’s last day on the school athletic squad, a student may receive private instruction subject to the conditions set forth in this rule.

ART. 3: Other individuals may be present at a student’s private instruction session as long as they are there in a supportive capacity only and not giving or providing instructions to the student. **NOTE:** Private instruction is defined as one student receiving instruction from one person during the period of instruction.

A **GROUP** is defined as 2 or more students receiving instruction from an instructor during the same period of instruction. **SUPPORTIVE CAPACITY** is defined as participating in the period of instruction without providing any instruction to the student or instructor or in a competitive situation/capacity.

ART. 4: A student shall not participate in group training sessions or tryouts held by colleges or other

outside agencies in a sport while he or she is a member of a school athletic team in that identical sport.

RULE 30: SEASONS OF ACTIVITIES

ART. 2: Participation in a sport for any length of time, even though it may be only a part of 1 game, shall constitute a season.

ART. 3: During the school year, a coach/coach's aide may only be involved with his/her athletes in a sport during the season. During the school year, prior to or after season, a coach/coach's aide may not:

- a. Organize or conduct practices or competitions for his/her athletes. A coach may be involved in one organizational meeting for a non-school league to assure no more than 3 of his/her athletes in basketball, 6 in 11-man football, 4 in volleyball, 5 in baseball, or 5 in softball are on the same outside team;
- b. Practice or compete with or against his/her athletes;
- c. Attend clinics or camps with his/her athletes.

NOTE: Following the season of sport, seniors may receive instruction from their school coach, in the same sport.

ART. 4: Prior to the opening practice dates, there shall be no called or scheduled meetings where instruction is a part of the program. NOTE: Coaches are permitted to check out equipment, distribute physical examination cards, and assign lockers without violating the standards.

RULE 33: BASKETBALL (Girls & Boys)

Art. 4: From the first Tuesday following Labor Day through the last Friday preceding Memorial Day, no more than three players from the same school squad may practice or participate together on the same outside team. Participation by more than three squad members on the same team shall make them ineligible for the remainder of the school year and any further middle/junior and senior high school basketball, unless reinstated by the Executive Board.

BUS BEHAVIOR EXPECTATIONS

The following bus behavior expectations are presented here as defined by the Kansas Department of Transportation and USD 490. **Parents are expected to review these rules with their child.** As with any list of expectations, it is not possible to anticipate every type of misbehavior that occurs on buses or bus stops. These exceptions presented here are intended as a guide for students, parents, teachers, and administrators to help ensure basic standards of conduct.

USD 490 Bus Behavior Expectations

A. Be Prompt and Prepared

- 1. Be on time for bus**
- 2. Have all materials**
- 3. Wait for bus in proper places**

B. Respect Authority

- 1. Treat the bus driver with respect.**
- 2. Follow directions promptly.**
- 3. The bus driver is in charge.**

C. Respect the Rights of Others

- 1. Be polite.**
- 2. Keep hands and feet to yourself.**
- 3. Keep voice at an appropriate level.**
- 4. No negative comments, threats, harassment, or inappropriate language.**

D. Treat the Bus With Respect

- 1. Eating and drinking on the bus are not allowed.**
- 2. Tampering with or vandalizing the bus is not allowed.**
- 3. Animals and insects are not allowed.**

E. Display a Concern for Safety

- 1. Remain seated while the bus is moving.**
- 2. Keep all parts of your body inside the bus.**
- 3. Wait for the bus in a safe and orderly manner.**
- 4. Allow the driver to concentrate on driving.**
- 5. Students will not open or close doors except in an emergency.**
- 6. Glass containers are not allowed.**
- 7. Keep aisles, door, and emergency exits clear.**
- 8. Buses are equipped with video cameras.**

F. Follow USD 490 Policy Concerning Substances and Weapons.

El Dorado USD 490

ACCEPTABLE USE POLICY **FOR INTERNET/COMPUTER ACCESS**

REMEMBER THE USE OF THE INTERNET IS A PRIVILEGE, NOT A RIGHT.

EL Dorado School District is pleased to offer compute and Internet access to our students.

1. All use of Internet and Computers must be in support of education and research and consistent with the school policy of Unified School District 490.
2. Users shall be respectful of others on the network and not waste valuable time.
3. Users shall not vandalize the data of another person.
4. Gaining unauthorized access to resources of others shall be prohibited.
5. Use of the network to access obscene or pornographic material is prohibited.
6. Use of the network to transmit material likely to be offensive or objectionable is prohibited.
7. Hate mail, harassment, discriminatory remarks, and other antisocial behaviors are prohibited.
8. Any use of the network for illegal activities, commercial purposes, posting anonymous messages, or advertising is prohibited.
9. All current copyright laws shall be respected on the Internet.
10. Computer Use: Respect and take care of all technology equipment.
11. Students are not to load any software on district computers without a teacher's approval.

CONSEQUENCES

May include but not limited to the following:

- 1st Offense – Student will be off the Internet for two weeks.
- 2nd Offense – Student will be off the Internet for a semester.

**COMPLAINT
PROCEDURE**
Section 504 of the Rehabilitation Act of 1973
Americans with Disabilities Act of 1990

The Board encourages all complaints regarding the district to be resolved at the lowest possible administrative level. Individuals should attempt to resolve problems informally before utilizing this complaint procedure. Whenever a complaint is made directly to the board as a whole or to a board member as an individual, it will be referred to the administration for study and possible solution.

Discrimination against any individual on the basis of race, color, national origin, sex, disability, age or religion in the admission or access to, treatment of or employment in the district's programs and activities is prohibited. Sue Givens, Superintendent of Schools, 124 West Central, El Dorado, Kansas, 67042--2138, (316) 322--4800 has been designated to coordinate compliance with nondiscrimination requirements contained in Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990. Information concerning the provisions of these Acts, and the rights provided there under, are available from the compliance coordinator.

Complaints by an employee should be addressed to the employee's supervisor, the building principal, or the compliance coordinator. Complaints by a student should be addressed to the building principal or the compliance coordinator. Complaints by any other person alleging discrimination should be addressed to the building administrator or the compliance coordinator. Formal complaints about discrimination will be resolved through the following complaint procedure:

A formal complaint should be filed in writing and contain the name and address of the person filing the complaint. The complaint should briefly describe the alleged violation. If an individual does not wish to file a written complaint and the matter has not been adequately resolved, the building principal may initiate the complaint. Forms for filing written complaints are available in each building office and central office.

A complaint should be filed as soon as possible after the conduct occurs, but not later than 180 days after the complainant becomes aware of the alleged violation, unless the conduct forming the basis for the complaint is ongoing.

If appropriate, an investigation shall follow the filing of the complaint. If the complaint is against the superintendent, the board shall appoint an investigating officer. In other instances, the investigation shall be conducted by the building principal, the compliance coordinator, or another individual appointed by the board. The investigation shall be informal but thorough. All interested person, including the complainant and the person against whom the complaint is lodged, will be afforded an opportunity to submit written or oral evidence relevant to the complaint.

A written determination of the complaint's validity and a description of the resolution shall be issued by the investigator, and a copy forwarded to the complainant no later than 30 days after the filing of the complaint. If the investigation results in a recommendation that a student be suspended or expelled, procedures outlined in board policy and state law governing student suspension and expulsion will be followed. If the investigation results in a recommendation that an employee be suspended without pay or terminated, procedures outlined in board policy, the negotiated agreement or state law will be followed.

Records relating to complaints filed and their resolutions shall be forwarded to and maintained in a confidential manner by the compliance coordinator.

The complainant may appeal the determination of the complaint. Appeals shall be heard by the district compliance coordinator, a hearing officer appointed by the board, or the board itself as determined by the board. The request to appeal the resolution shall be made within 20 day after the date of the written resolution of the complaint at the lower level. The appeal officer shall review the evidence gathered by the investigator's report, and shall afford the complainant and the person against whom the complaint is filed an opportunity to submit further evidence, orally or in writing, within 10 days after the appeal is filed. The appeal officer will issue a written determination of the complaint's validity and a description of its resolution within 30 work days after the appeal is filed.

Use of this complaint procedure is not a prerequisite to the pursuit of any other remedies.