

# Windsor High School



## Athletic/Activities Handbook 2016-2017

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Henry County R-I Board of Education  
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## **Philosophy**

Extra-curricular activities are an important part of our school curriculum and they shall operate within the Henry County R-1 educational philosophy. We believe that interscholastic activities supplement the curricular program and, as such, they become a vital part of the student's total educational experience. The activities program provides opportunities and emphasizes definitive areas difficult to duplicate in other school activities or in classroom academic situations.

Some organizations fall under academic class guidelines, as well as, activity guidelines and requirements because a class period is given to the organization as well as academic credit. Such classes have academic objectives and independent grading criteria. Students enrolled in these courses may have other required expectations. The individual staff advisors will acquaint the students with the full scope of responsibilities in those classrooms. Students with varied interests will find opportunities for service and recreation in the organizations at Windsor High School. Students are encouraged to get involved in at least one activity.

Student participation in any of the Greyhound extra-curricular programs is a privilege which carries with it responsibilities to the school; activity; student body; community; and individual student. This participation will help the student develop physically, mentally, socially, and academically.

The athletic program includes the sports of football, volleyball, basketball, baseball, softball, track, golf, and cheerleading. Other sports may be offered through cooperative agreements approved by the Missouri State High School Activities Association (MSHSAA). MSHSAA is a voluntary, nonprofit, educational association of junior and senior high schools established for the purpose of working cooperatively in adopting standards for supervising and regulating interscholastic activities and contests. The Henry County R-1 School District is a member of MSHSAA. At the Henry County R-I School District, we believe in the concept of "participation to win" and that the welfare of the student-athlete is our uppermost concern. Athletics teaches the values of teamwork; the uniting effort to achieve a common goal; personal sacrifice for the common good; optimum physical fitness; pride and graciousness in achievement and sportsmanship; acceptance of defeat without recrimination or loss of motivation; fellowship with others possessing similar goals; and friendship and admiration for opponents.

## **Commitment Form**

Prior to participating in any practice, tryout session, meeting, or contest for any interscholastic sport/event or extra-curricular activity, each athlete/participant and parent must return the "Henry County R-I Activity/Athletic Commitment Form" found on page 27 of this handbook. Parents and students should read completely the policies and information in the activity/athletic handbook. Parents and students must both sign off on the commitment form. The signed form is a contractual understanding between athlete/participant/parents/coaches/sponsors for participation.

1. Participation in athletics and activities is voluntary and a privilege.
2. The handbook has been read, discussed, and questions answered in regard to the document.

3. Participants will follow the school district policies and comply with the requirements listed in the handbook.
4. Parents will support the high school in its efforts to promote good citizenship and the requirements listed in the handbook.
5. The commitment form must be completed for each school year. Only one commitment form needs to be on file per participant. The student must return the form to the coach of the first sport/activity that they participate in. Once coaches/sponsors have all commitment forms and physicals collected from athletes/participants, they will keep copies and turn the originals in to the AD.
6. MSHSAA regulations require that coaches obtain parental permission for each athlete in writing before he/she can participate in athletics. The signing of the Henry County R-I Activity/Athletic Commitment Form fulfills this requirement.

### **Code of Ethics for Athletes/Participants**

Henry County R-I School District athletes/participants should observe the following Code of Ethics at all times:

1. Eligibility—athletes/participants shall maintain their eligibility at all times.
2. Behavior—behavior and citizenship of athletes/participants should be above reproach. On trips, athletes/participants should behave as ladies and gentlemen.
3. Training Rules—athletes are expected to follow the training rules as set by each respective sports coach.
4. Use of Alcohol, Tobacco, and Drugs—athletes/participants are to abstain from the use of any alcohol, tobacco, and drugs. The use of alcohol and drugs is against the law. This policy is in effect for the entire year and not just during a season.
5. Conduct—athletes/participants are to conduct themselves properly and have good sportsmanship at all times.
6. Dedication—athletes/participants must be willing to sacrifice and dedicate themselves to sports/activities.
7. Language—athletes/participants are to use language that is socially acceptable and proper at all times.
8. Respect—athletes/participants are to show respect for coaches, sponsors, teachers, administrators, officials, spectators, school facilities, and equipment.
9. Absence and Tardiness—athletes/participants should set the example for each and follow school policy.
10. Appearance—athletes/participants should dress properly and appropriately at both home and away events at all times.

### **Citizenship Requirements**

Students who represent a school in interscholastic or extra-curricular activities must be creditable citizens and judged so by the proper school authority certifying a list of students for competition. Those students whose character or conduct both in school and out of school is such as to reflect discredit upon themselves or their schools are not considered “creditable citizens.” Conduct shall be satisfactory in accord with the standards of good discipline.

1. A student shall not be considered eligible while under suspension. Students are restricted to practice only for the days that they are in ISS. This restriction begins on the first day of assigned ISS by an administrator. Students may not attend other extra-curricular activities while in ISS. Students cannot compete in any competition or practice on a day that he/she has OSS (*Henry County R-I Board of Education approved—2007*). The student who is expelled or who withdraws from school because of disciplinary measures shall not be considered eligible for 365 days from the date of expulsion or withdrawal. *MSHSAA By-Law 212.0*
2. Any student who (1) is arrested for, charged with, and/or issued an indictment or information regarding, (2) pleads guilty to, (3) is convicted of, (4) receives probation for, or (5) receives a suspended imposition of sentence for any violation or alleged violation of federal, state, or local law (regardless of whether the matter is pending in a local court, the juvenile justice system, or the adult justice system) shall, within twenty-four (24) hours of the action, notify the Athletic Director or Principal. Failure to provide such notification within the stated time frame will result in the student's removal from the respective team/activity. In addition, students should note that by failing to provide this information, students possibly jeopardize their respective team's season and may cause the team to be placed on probation.
3. A student who is involved with criminal behavior and has been charged will be ineligible until all matters have been concluded with the legal system and the school. *MSHSAA By-Law 212.0*
4. A student who is found guilty of a law violation shall not be considered a creditable citizen until he/she has satisfied his/her fine and/or penalty. *MSHSAA By-Law 212.0*
5. If a student is on probation under the suspended execution or suspended imposition of a sentence, the student must fulfill all special conditions of the probation such as jail time, payment of a fine, restitution, community service, counseling, etc. before eligibility can be restored. After the student has fulfilled the special conditions of probation, but remains under general conditions of probation only, the Local Board of Education shall determine the eligibility. *MSHSAA By-Law 212.0*

Each individual school has the authority to set more restrictive citizenship standards and shall have the authority to judge its students under those standards. *MSHSAA By-Law 212.0*

## **Academic Eligibility**

Extracurricular and co-curricular activities and athletics are viewed as an extension of the classroom because they provide an opportunity to teach responsibility, respect, readiness, teamwork, sportsmanship, and proper conduct in public. Being a member of a WHS extracurricular and co-curricular team/organization is considered a privilege and with that privilege comes certain expectations and responsibilities. For the purpose of this policy, participation includes but is not limited to, games, contests, and activities. In addition to the MSHSAA rules and regulations governing student participation, Windsor High School adds the following guidelines:

A student that receives a failing grade at any quarter will be ineligible until the next mid-quarter grading period. Extracurricular and co-curricular activities are defined as any activity occurring outside of the regular school day, such as dances, parties, cheerleading, athletic teams or competition, contest, work at concession stands, etc. Students will be allowed to practice. Academic ineligibility for students will begin on the first day following the distribution of grade cards. Students can earn one (1) credit toward eligibility for the fall semester by attending summer school. No electives or correspondence courses may be counted towards this requirement. The counting of summer school credits must first be approved by the local school administration.

## **MSHSAA Academic Policy**

2.3.2 Grades 9-12 Requirements: A student in Grades 9-12 must meet the following requirements in order to be academically eligible to participate in interscholastic activities: a. Semester Prior to Participation: The student shall have earned, the preceding semester of attendance, a minimum of 3.0 units of credit or have earned credit in 80% of the maximum allowable classes in which a student can be enrolled in the semester, whichever is greater, or a student must have made standard progress for his or her level the preceding semester in a special education program for the handicapped approved by the Missouri State Department of Education which, though un-graded, enrolls pupils of equivalent age. b. Semester of Participation: The student shall currently be enrolled in and regularly attending courses that offer 3.0 units of credit or 80% of the maximum allowable credits which may be earned, whichever is greater; or a student must be enrolled in a full course at his or her level in a special education program for the handicapped approved by the Missouri State Department of Education which, though un-graded, enrolls pupils of equivalent age. c. 80% Credit Requirement: The calculation of the credit requirement described in a-1 and a-2 above for all enrolled students at the school shall be based on the maximum allowable classes in which a student can be enrolled at the member school during the normal school day due to the academic system that the member school has selected (7-hour day, block schedule, etc.) Credits earned in school-sponsored "extra" classes taken beyond the normal school day may be used toward academic eligibility. Internet classes offered by and at the member school and which are completed no later than the close of the semester with credit placed on the student's transcript can be counted toward academic eligibility. (See also By-Law 2.3.4 regarding correspondence courses.) Page 42 2015-16 MSHSAA OFFICIAL HANDBOOK d. Entry into 9th Grade: A beginning 9th grade student shall have been promoted from the 8th grade to the 9th grade for first semester eligibility. e. A student must be making satisfactory progress towards graduation as determined by local school policies

## **Drugs, Alcohol, and Tobacco**

The use, possession, and distribution of drugs, alcohol, and tobacco are strictly prohibited. These substances are against the law. They prohibit young people from reaching their potential as an athlete and will have long-term negative health affects on the body.

### ***Consequences:***

First Violation: The student will be suspended from the next two games or activities following the offense.



Second Violation: The student will be suspended from a minimum of 40% of the competitive season.

Third Violation: The student will be ineligible for 365 days, beginning with the date of the violation.

The loss of eligibility carries over to the next season.

### **Multiple Activity Policy**

Students who are participating in more than one activity during a specific time frame of the school year may continue to be involved in both activities if they individually work with the sponsor of that activity to make sure they have a minimum number of practices to participate. Students will not be denied the opportunity to be part of an activity because of involvement in other activities. Activity sponsors will cooperate with each other to assure all students have an equal opportunity to participate, practice, and be part of a team organization or activity. All students are eligible for participation in activities if they meet academic, social, and behavioral standards as established by MSHSAA, the district, this policy, and their sponsors. Each activity, as deemed appropriate by the sponsor, will have requirement for tryouts or membership for all participants. These qualifying requirements will be non-discriminatory and appropriate for the students of Henry County R-I School District. Each sponsor will have built into rules and regulations a policy for appealing any expulsion from a program in which student, parent, sponsor, and/or principal will be involved in a meeting or hearing for reinstatement to the program. The principal will determine if the appeal is approved.

### **Team Commitment**

If a player quits a sport after the first game, they will not be able to participate in any manner in an additional sport until the first sport's regular season is completed. Further, student athletes shall participate in school activities before non-school activities. This requirement may be waived by mutual consent of the affected coaches, athletic director and principal.

### **Team Support**

Involvement in interscholastic/extra-curricular activities is voluntary on the part of the students. When a student chooses to participate on a Henry County R-I team they are becoming part of a team. Teams are made up of teammates who are there to support one another, to cheer for one another, and to help one another become the best they can be. The coaches/sponsors and the administration find it very important for the teams to be supportive of one another no matter what level they are participating. Team members are required to stay for the conclusion of the event they are participating in. If for some reason a parent/guardian needs to take a child prior to the end of an event, it must be pre-approved by the coach or sponsor. If an emergency situation occurs, the game supervisor can approve the team member leaving the event early.

### **Dress Code and Grooming**

Students, athletes, and coaches that are involved in interscholastic/extra-curricular activities represent Henry County R-I School District. Therefore, it is of utmost importance to make a good impression. The dress code applies for all sports and activities. Practice clothing must

follow school policy. Hairstyles and all facial hair must be maintained in a neat and clean manner as defined by the coach/sponsor, so as to present a positive image for both the team/activity and the school.

## **Transportation**

Travel must be by school-provided transportation. Students must return by school-provided transportation. A student may ride home with his/her parent/guardian if the parent/guardian personally signs the student out with the teacher (including athletic sponsor). The teacher/coach will provide a dated roster for sign out. Only under special circumstances with prior written approval from the administration will a student ride home with another person. Individual coaches/sponsors may require all team members to ride the bus home after an event.

## **Sportsmanship**

Participation in interscholastic/extracurricular activities is an honor and important part of personal growth. The standards we use to define sportsmanship include but are not limited to, respect, honesty, self-control, positive attitude, responsibility, and courtesy regardless of the event outcome. All event participants (students, sponsor, and spectators) are expected to follow the below standards:

1. Show respect for the opponent at all times. When an opposing team visits our school, they should be treated as guests, greeted cordially on arriving, given good accommodations, and accorded the tolerance, honesty, and generosity that all human beings deserve. When visiting another school, we should be cordial and appreciative of our host. Good sportsmanship is the Golden Rule in action.
2. Show respect for the officials. The officials should be recognized as impartial arbitrators who are trained to do their job and who can be expected to do it to the best of their ability. Good sportsmanship implies the willingness to accept and abide by the decision of the officials.
3. Know, understand, and appreciate the rules of the contest. A familiarity with the current rules of the game and the recognition of their necessity for a fair contest is essential. Good sportsmanship suggests the importance of conforming to the spirit as well as the letter of the rule.
4. Maintain self-control at all times. A prerequisite of good sportsmanship requires one to understand his/her own bias or prejudice and the ability to prevent the desire to win from overcoming rational behavior. A proper perspective must be maintained if the potential educational values of athletic competition are to be realized. Good sportsmanship is concerned with the behavior of all involved in the game.
5. Recognize and appreciate skills in performance regardless of affiliation. Applause for an opponent's good performance is a demonstration of generosity and good will. The ability to recognize quality in performance and the willingness to acknowledge it without regard to team membership is one of the most commendable gestures of good sportsmanship.
6. All school discipline policies and rules apply directly to Henry County R-I students at school activities whether they are held on school property or away from school.

The school's reputation should not be placed in jeopardy because of unsportsmanlike conduct displayed by anyone involved. Violations of this policy will not be tolerated. Unsportsmanlike conduct is defined as any act that would reflect discredit upon an individual's character.

According to the MSHSAA By-Law 710, a school may be suspended from membership in the MSHSAA and from participating in interscholastic activities with other member schools for the unsportsmanlike conduct of teams, coaches, students, and fans. Each school is responsible for the conduct of its teams, coaches, students, and fans at games both at home and away. Players and spectators should support the players in a positive manner rather than possibly placing them in a position of being penalized for unsportsmanlike conduct.

The following policies are established to serve as guidelines for actions to be taken by the school in addition to the mandatory provisions contained in MSHSAA By-Laws 810.

### ***Consequences of Unsportsmanlike Conduct***

1. If a student should commit an unsportsmanship act while participating in an interscholastic event, the coach in charge shall review the incident with the athlete and have the appropriate correction made.
2. If a student should be ejected from an athletic event, he/she shall be ineligible for the next athletic contest. If repeated ejections occur, the athlete's continued involvement in the athletic program will be reviewed and possibly terminated.
3. If a student's conduct as a spectator is found to be unsportsmanlike, he/she could be barred from attending any junior high/high school athletic contests.
4. The unsportsmanlike conduct of any spectator, regardless of age, could cause that spectator to be barred from attending future inter-scholastic athletic contests.

### **Admission Charges**

Cost of admission to home athletic events is set by the Kaysinger Conference. Current prices are \$4.00 for adults and \$2.00 for students (K-12) for Varsity Football events. \$3.00 for adults and \$2.00 for students to all other activities. Junior High team members, managers, and cheerleaders will be admitted into each others' Junior High games free. High School team members, managers, and cheerleaders will be admitted into each others' High School games free.

## **Athletics**

### **Age Limits**

#### ***For grades 9-12:***

1. If a student reaches nineteen (19) years of age prior to July 1, he/she will be ineligible the next school year.

#### ***For grades 7-8:***

2. In order to participate on or against teams made up of only seventh graders, he/she must not have reached fourteen (14) years of age prior to July 1.
3. In order to participate on or against teams made up of only eighth graders, he/she must not have reached fifteen (15) years of age prior to July 1.

4. However, he/she may participate with the next higher grade when he/she no longer meets the age limit for his/her grade.

### **Recruiting of Athletes**

Students will be ineligible for their career at a school if he/she is influenced by a person or persons to attend upon promotion or to transfer schools for athletic or activities purposes. A student may, however, return to his/her original school and be ineligible for just 365 days.

### **Transfer for Athletic Reasons**

A student shall become ineligible for 365 days if he/she transfers to another school for athletic reasons, as defined in MSHSAA By-Law 238.

### **Student Health Insurance**

All athletic participants shall have health insurance coverage before participating in a practice or interscholastic competition. The athletic participant shall verify that he/she has health insurance coverage through their parents'/guardians' health policy or has purchased a health insurance policy provided through the Henry County R-I School District for their students. Policy information including policy number must be kept on file on the athlete's physical examination form. This requirement applies not only to the regular school year practices and competitions but also to summer activities including camps and pre-season practices.

### **Physical Examination**

All student athletes shall have a completed physical examination form (page 26) on file in the Athletic Director's office before they will be allowed to practice or engage in interscholastic competition.

The medical exam certificate is valid if issued on or after February 1 of the previous school year. A copy of the physical examination form should be kept on file in the Athletic Director's office and carried by the coach to every athletic contest.

### **Rules and Expectations Meeting**

A parent or guardian of the athlete must attend a mandatory Rules and Expectations Meeting with administration of WHS for each Fall/Winter/Spring sport's seasons before the athlete is allowed to participate in competition for the given sport.

### **Class Attendance**

Athletes shall attend classes on a regular basis. Violations of Windsor students' attendance policies may jeopardize athletic eligibility. Athletes must be in school all day on the day of an athletic event in order to participate. If a student misses class(s) without being excused by the principal, the student shall not be considered eligible on that date. Further, the student cannot be certified eligible to participate on any subsequent date until the student attends a full day of classes (or has an excused absence[s] from class) without an unexcused absence. Any student who is truant or absent without the principal's permission shall not practice or engage in interscholastic competition and is subject to disciplinary action. If a student is too sick to be in school any part of the school day, he/she is too sick to participate in any interscholastic event or

practice. Students are not allowed to miss a part of a school day to go eat prior to an athletic event.

## **Conditioning Requirements**

Each squad must have 14 days of conditioning practice and each individual must have participated in 14 school conditioning practices on 14 different days prior to the date of the first interscholastic contest in all sports. This requirement shall be met if a student has been a member of another school sports squad immediately preceding the sport season, has been actively practicing with the sport squad, has had 14 days of physical conditioning and begins physical conditioning practice with the new sport squad with no more than seven calendar days having passed between the two sports before beginning practice. If an athlete is ineligible to participate in a given sport because of academic probation in the beginning of the season and is subsequently reinstated eligibility at mid-term, the athlete must complete 14 days of conditioning before competition.

## **Equipment**

All students are responsible for the preservation of school-owned athletic equipment. This equipment must be handled properly and accounted for at the conclusion of the sport season. Any damage or loss of equipment by an athlete will require him/her to reimburse the district at the value it would cost to replace the item damaged or lost. All uniforms must be returned to the coach one-week after the season is over. If it is not returned in a week's time the coach will make contact with the parent to ensure that the uniform is returned in a timely manner. Items purchased by a team/squad will remain the property of the team/squad, but may be purchased at replacement cost at the end of the season with coach approval.

## **Emergency Care**

The athletic coaches are not doctors. Therefore, they do not diagnose injuries. All injuries, except scrapes and abrasions, are to be referred to a doctor of the athlete's choice. A written doctor's release is required before an athlete can return to interscholastic competition or practice. Any injured athlete that could be further injured by moving is to remain as is until emergency personnel or a doctor arrives on the scene. If a contest must be held up, it shall be. If an athlete is injured a coach will contact a parent/guardian immediately. As soon as possible, an accident report shall be completed by the coach in charge and turned in to the Athletic Director's office to be put in the athlete's health file. Any treatment of an athlete shall be done under the direction of the athlete's doctor.

## **Student Assistants**

Some students desire to be associated with, but not participate, in athletics. These students help the coaches in minor responsibilities. The following are guidelines in selecting and having student managers and statisticians:

1. Be selected by the coach in charge.
2. Be responsible, dependable, loyal, and cooperative with coaches and players.
3. Care for equipment under the supervision of the head coach.
4. Attend all practices, meetings, and contests as directed by the coach in charge. Student helpers shall work closely with coaches during practices and contests.
5. Be assigned specific duties and be responsible for these duties.

6. Prepare designated pre-game equipment.
7. Follow all team rules and perform additional duties as prescribed by the head coach.
8. Return to the coach in charge the Commitment Form signed by parents.

### **Athletic Lettering Policy**

Any student athlete who participates should want to excel and earn recognition. Athletes who meet the following criteria will be awarded an athletic letter “W”. Certificates of achievement will be given to all athletes who complete the season.

To earn the “W”, an athlete must do the following:

1. Display (or model) good school citizenship.
2. Take responsible care of school-owned equipment and uniforms.
3. Return all issued athletic equipment and uniforms.
4. Regularly attend practice.
5. Follow the rules set forth by this handbook.
6. Participate in varsity events as follows:
  - a. Football – play in one-half of the quarters plus two.
  - b. Basketball – play in one-fourth of the games’ quarters plus two.
  - c. Volleyball – play in one-third of the matches.
  - d. Softball – play in one-third of the innings.
  - e. Baseball – play in one-third of the innings.
  - f. Track – score one or more points in the conference track meet or at least eight points from any other track meet.
  - g. Golf – play in one-half of the matches plus one.
  - h. Cheer – participate in 90% of the total games
  - i. The coach, with the approval of the Athletic Director and Administration, reserves the right to letter an athlete with extenuating circumstances, such as an injury.
7. Student helpers (managers and statisticians) who give regular attendance to their duties throughout two seasons will be awarded an athletic letter.

When a student earns a letter, he/she will be awarded a chenille “W”, a sport emblem, and a bar. For each succeeding year, a bar will be awarded. If an athlete letters in more than one sport, he/she will be awarded only one chenille “W”.

Any player, who thinks he/she should have lettered and did not, can appeal to the appeals committee. The appeals committee is made up of the coach, the principal, and the athletic director. The committee will make the final decision.

### **Awards Banquet**

At the end of the sports season there will be an awards banquet to acknowledge the accomplishments of students. The coaches will recognize all members of their perspective teams and will hand out awards for those students who earned individual awards.

### **Student Awards**

If an athlete has the privilege of earning First Team All-Conference honors, the All-Conference patch will be furnished by the Kaysinger Conference. However, if an athlete earns Honorable-Mention All-Conference honors, the athlete will have the opportunity to purchase the patch. If an athlete earns All-District and/or All-State honors, Windsor High School will purchase these patches for the athlete. If a varsity team wins the Conference Championship, the District Championship, and/or higher, Windsor High School will purchase these patches for the team members.

The MSHSAA has established Scholastic Achievement awards. Two are for athletic teams and one is for the individual student athletes. The first team award (Outstanding Scholastic Achievement Certificate) is awarded to a team achieving at least a semester 3.25 GPA during the specific season. The second team award (Distinguished Scholastic Achievement Certificate) is awarded to a team achieving at least a 3.0 through a 3.24 GPA during the specific season. The third award (Most Improved Scholastic Achievement Certificate) is awarded to individual athletes who show significant improvement in their scholastic achievement over previous achievements, reflected in an improved GPA. The head coach is responsible for application for these awards.

Windsor High School will award annually a male and female Student Athlete Award voted on by all coaches and administration. The requirements are that the athlete be a senior; participate in two or more sports; and maintain eligibility throughout the school year.

### **All-Star Games**

Students may not compete in an all-star game or contest before they complete their eligibility in each high school sport. Participation in an all-star game or contest before ending their high school eligibility will result in them becoming ineligible to participate in any high school sport.

A senior with no high school eligibility remaining for a specific sport may participate in one All-Star game for that sport during the school year. Talk with the principal before agreeing to play.

An all-star event is one in which an individual is invited to participate due to his or her high school achievements.

### **Amateur and Awards Standards**

After entering a member school, a student will become ineligible in the sport concerned if they receive cash for participating in an athletic contest. This restriction applies to all sports in which MSHSAA member schools conduct interscholastic programs.

A student may accept awards, which are symbolic in nature, such as medals, ribbons, trophies, plaques, etc. for participating in a school athletic program.

A student may accept awards, which are merchandise, but such award shall not exceed \$25 in the suggested manufacturer's retail price.

Awards as described above presented by a person or group other than your school, must be approved in advance by your school principal and the suggested manufacturer's retail price of a merchandise award shall not exceed \$25.

A student may accept awards for participating in non-school sponsored athletic competition only if the awards are symbolic in nature or the merchandise item does not exceed \$25 in suggested retail value.

### **Non-School Competition**

A student may not practice for or participate with a non-school team or any organized non-school athletic competition and for their school team in the same sport during the same season.

A student may participate on a school team and non-school team in different sports during the same season; however, they may not practice in organized non-school athletic competition on the same day that they practice with or participate for the school team without prior approval of the building administrator. Before a student joins a non-school team or enters any non-school competitive athletic event, the school principal or athletic administrator should be consulted to make certain these standards are met.

### **College Auditions and Tryouts**

A student may participate in a college tryout, audition, or evaluation event for a specific sport outside the school season of the sport concerned (MSHSAA By-Law 242). They may not miss school time to travel or participate in the event unless the school administrator approves the absence in advance. A student may not miss an MSHSAA-sponsored postseason event to participate in or travel to/from the event. See the administrator before agreeing to attend any such event.

### **NCAA Freshman Initial-Eligibility**

Students need to complete and have approved the NCAA Initial-Eligibility Clearinghouse forms (available from the Counselor or on-line) before starting practice at the college level. Students should seek help before summer arrives, as not all teachers, counselors, or administrators are available after the school year ends.

### **Cheerleading**

Students who are interested in becoming a Windsor High School cheerleader must try out and be selected based on tryout scores and teacher recommendation scores. Teachers will evaluate cheerleader candidates on ability, attitude, character, responsibility, and personality. Following the practice days, a closed judging session is held. Judges are chosen by the sponsors and may include JH and HS sponsors, teachers, graduating senior cheerleaders, and outside people holding cheerleading knowledge.

## **Organizations and Activities**

### **Academic Team/Quiz Bowl (MSHSAA)**



Academic Team consists of high school students working individually and as a team answering trivia questions. A team consists of 8 students, with 4 competing at one time and substitutions made during a game. Students compete at the local and district levels. Competitions are held on Saturdays with transportation provided by the school. Membership is based on MSHSAA guidelines.

### **Band-Conference**

Members of the Conference band are selected by audition. Students must be active members of the high school band. Selected students will rehearse the predetermined music with musicians from the other Kaysinger schools and a guest conductor. A concert is presented that evening for family, friends, teachers, and members of the public. The location of this event rotates each year and will be announced later.

### **Band-Marching (MSHSAA)**

The Marching Band performs during the fall semester. The marching band consists of all high school band members and junior high band members as needed to fill sections. As a co-curricular class, activities include but are not limited to home varsity football games, local parades, and parades in surrounding communities as scheduled by the director.

### **Band-Pep**

The pep band consists of all high school band members and junior high band members as needed to fill sections. As a co-curricular class, the pep band performs at 4 to 6 home varsity basketball games as scheduled by the director. The pep band performs at half time of each game and in between games if more than one contest is scheduled. Musical selections usually consist of but are not limited to various popular rock and roll songs from the past 40 years.

### **Choir (MSHSAA)**

Choir is a course offered to high school students during the regular school day. As a co-curricular course, the choir performs the Star Spangled Banner at many home sporting events. The choir performs two concerts per year as well as performances at the local health care facility. Students in the choir have the opportunity to audition for honors choirs such as the West Central All-District Choir and the Kaysinger Conference Choir.

### **Choir-Conference**

Members of the Conference choir are selected by audition. Students must be active members of the high school choir. Selected students will then rehearse the predetermined music with musicians from the other Kaysinger schools and a guest conductor. A concert is presented that evening for family, friends, teachers, and members of the public. The location of this event rotates each year and will be announced later.

### **D.A.S.H. (Drug Abuse Stops Here)**

D.A.S.H. is a club open to anyone grades 7-12, who will take a stand against drugs and alcohol. The purpose of this organization shall be to encourage student peers to have fun without the influence of alcohol and drugs and set a positive example for other students and younger children.

## **Family, Career and Community Leaders of America (FCCLA)**

Family, Career and Community Leaders of America is a national organization of students who have taken or are taking a course in comprehensive or occupational family and consumer sciences classes 9 through 12<sup>th</sup> grades. FCCLA is one of the largest Career and Technical Student Organizations. The mission is to promote personal growth and leadership development through family and consumer sciences education. Focusing on the multiple roles of family member, wage earner, and community leader, members develop skill for life through-character development; creative and critical thinking; practical knowledge; and career preparation.

The Windsor High School FCCLA Chapter holds a regular meeting once a month. The chapter members pay club dues to cover national, state, and regional dues. It elects chapter officers and purchases club T-shirts. It usually holds an annual fundraiser to help with chapter expenses. Windsor FCCLA travels to the Region 12 Fall meeting at the University of Central Missouri in Warrensburg, MO, and attends the Access FCCLA Conference held at the Tan-Tar-A Resort, in Osage Beach, MO. The organization helps the community in a variety of ways and plans social events throughout the school year. The chapter may elect to celebrate National FCCLA week with various activities and become involved with various competitive events and projects.

## **FFA, National**

The FFA is an organization for students enrolled in high school agriculture education courses. It has local, state, and national levels. The FFA mission is to “make a positive difference in the lives of students by developing their potential for premier leadership, personal growth, and career success through agricultural education.”

## **Flag Team**

The flag corps consists of members of the high school band who have shown an interest in participating in this group during marching season. The flag corps performs with the marching band at parades and home football games and at some home basketball games as scheduled by the director.

## **Future Business Leaders of America (FBLA)**

The FBLA mission is to bring business and education together in a positive working relationship through innovative leadership and career development programs. Co-curricular activities include career exploration, civic service, economic education, and fostering entrepreneurship. The goals are to develop competent, assertive business leadership, strengthen the confidence of students in themselves and their work. FBLA goals are to create interest in and understanding of American business enterprise. Members are encouraged in the development of individual projects which contribute to the improvement of home, business, and community. FBLA facilitates the transition from school to work, assist students in the establishment of occupational goals, encourages scholarship and promotes school loyalty. It encourages the practice of efficient money management, and develops character, prepares for useful citizenship, and fosters patriotism.

## **Future Teachers of America (FTA)**

Future Teachers of America (FTA) is open to high school students who have an interest in teaching as a career. MSTA helps charter local chapters. Member benefits include: Cadet teaching for credit program, spring regional meetings, annual state Leadership Conference, annual newsletter, and leadership and informational materials.

Cadet teaching is a program designed to help high school students who are interested in entering the teaching profession. Cadet teaching, as an elective course, affords students an opportunity to work in a classroom under an experienced, enthusiastic teacher in order to gain some understanding on problems a teacher faces and how these problems may be resolved. Students also get to see the rewards of teaching.

### **Math Team**

Math Team consists of students interested in mathematics. They participate in several competitions that consist of a series of individual and team events. Any high school students interested in participating will prepare for competitions by working with the sponsoring teacher on an as-needed basis.

### **National Honor Society**

This is a nationally recognized group sponsored by the National Association of Secondary School Principals. Members are considered to be superior in scholarship, leadership, character, and service

### **Science Club**

The high school Science Club is an organization of students interested in science and working together as a group in various service activities. Students pay membership dues which help pay for a field trip. Meetings are held as needed.

### **Science Olympiad**

Science Olympiad is an international organization devoted to increasing student interest in science. The tournaments are academic interscholastic competitions that consists of a series of individual and team events. Any high school students interested in participating will prepare for competitions by working with the sponsoring teacher on an as-needed basis. Competitions are held on Saturdays with transportation provided by the school.

### **Spanish Club**

Besides several fiestas after or before school, the club may be involved in the local community in ways they find enjoyable and worthwhile.

### **Speech/Forensics (MSHSAA)**

The National Forensics League is the local chapter of the National Speech Honorary Society for high school students. The organization fosters excellence in speech communications through participation in speech activities and recognition of students' achievements on both the local and national level. To be a member, a student must earn points by participating in the Speech and Forensics Program. The students must abide by the rules in the "Code of Conduct" for the program, enroll in one of the classes of the program, and attend speech tournaments.

## **Student Council – High School**

The Student Council serves as a meeting place between the student body, the staff and administration. The Student Council organizes many school activities. Two representatives from each class along with the class presidents and Student Council officers meet once a week.

## **Student Council – Junior High**

The Junior High Student Council has an active role in Junior High activities. Seventh and eighth grade members attend monthly meetings. They plan dances, decide on the awards for Students of the Quarter and Perfect Attendance recipients, and serve refreshments for Parent/Teacher Conferences, first semester Honors Tea, and the Springs Awards Presentation.

## **Yearbook (*Shawneeola*)**

Desktop Publishing (Yearbook - *Shawneeola*) is a year-long course that is responsible for creating the school's yearbook. Students in the class must apply for a position on the staff. They must have a B average in English and get two recommendations from teachers. Students are responsible for selling ads and yearbooks in order to make the budget.

## **Non-Athletic Lettering**

Several organizations offer a non-athletic letter for their activity. Each activity offers objective qualifications and criteria for lettering set by the organization. The additional factors of good school citizenship and a constructive, positive attitude are integral criteria of the lettering process. For lettering requirements, aside from those presented herein, check with individual staff advisors.

## **Band Lettering Policy**

In order to receive a band letter each student must meet the following criteria:

- a. No unexcused absences from required performances
- b. No more than 2 excused absences from required performances
- c. Must be a member of the band for the full school year

Students must then earn a minimum of 300 points in order to qualify for a band letter. Students earning 600 points during one academic year will receive a double letter, and 700 points during the same academic year will receive an honor award. These points will be continuous throughout the student's high school band career. The student earning the most points by the end of their senior year will receive the John Philip Sousa Award. Point values for each extra-curricular activity are listed below.

Summer band camp at WHS	5 points per day
Summer band camp away	50 points
Private lessons on an instrument	
5 pts per 30 min. lesson	50 pts max per year
Church performances-5 pts each	40 pts max per year
Other extra performances away from	
School (nursing home, family	
concert, etc.) 5 pts each	40 pts max per year
Attending music concerts away from	

Windsor-5 pts each	15 pts max per year
Participating in fundraisers-10 pts each	50 pts max per year
Clean up/set up for concerts- 10 pts per concert	40 pts max per year
All-Conference Band	50 pts
4-year All-Conference	50 pts
3-year All-Conference	30 pts
All-District Audition	100 pts
All-District selection Honorable Mention	150 pts
All-District selection Honor band	175 pts
All-State Audition	175 pts
All-State selection	300 pts
Attending band workshops-25 pts each (tuba, Christmas, leadership, etc)	75 pts max
Fayette Music Contest	
1 rating=75 pts	2 rating=50 pts
	3 rating=25 pts
District Music Contest (solo/ensemble)	
1 rating=100 pts	2 rating=75 pts
	3 rating=50 pts
State Music Contest (solo/ensemble/band)	
1 rating=200 pts	2 rating=150 pts
	3 rating=100 pts

### Choir Lettering Policy

In order to receive a choir letter, each student must meet the following criteria:

- A. The student must be a member of the Choir class both semesters of the school year.
- B. No unexcused absences from required performances.
- C. Maximum of 1 excused (pre-approved) absence from a required performance per year.

Students must then earn a minimum of 200 points in order to qualify for a choir letter. Students earning 300 points in one academic year will receive a double letter, and 450 points during the same academic year will receive an honor award. These points will be continuous throughout the student's high school choir career. The student earning the most points by the end of their senior year will receive the Outstanding Vocalist Award. Point values for each extra-curricular activity are listed below.

Summer Camp away from WHS	50 pts
Private Lessons-5 pts per 30 min lesson	50pts max
Church performance-5 pts per performance	40 pts max
Attending concerts away from WHS-5 per	15 pts max
All-Conference Choir	50 pts
Freshman/Sophomore Choir	50 pts
All-District Choir Auditions	100 pts
All-District Choir Selection/performance	150 pts
All-State Choir Auditions	150 pts
All-State Choir Selection/performance	300 pts
Extra performances at Nursing home, etc 5 pts	50 pts

Fundraiser participation	10 pts each		40 pts
Concert set-up/clean-up	15 pts each		30 pts
Fayette Contest	1 rating=50 pts	2 rating=25 pts	3 rating=10 pts
District Contest	1 rating=100 pts	2 rating=75 pts	3 rating=50 pts
State Contest	1 rating=200 pts	2 rating=150 pts	3 rating=100 pts

## Speech Lettering Policy

Point System for Lettering: 40 points required for lettering

The Speech letter is a large white chenille letter with “forensics” embroidery in black lettering.

This order is filled by the Neff Company.

Points are earned in the following manner:

- 5 - points for each public performance per individual event
- 10 - points for each public performance per group event
- 2-5 points are service points for community performances
- 5 - points will be awarded for theatre attendance...with program and report submitted

### National Forensics League

Membership is determined by student achievement in forensics competition and good student recommendation. Membership certification is then framed and mounted on the Talking Greyhound wall of fame in the Public Speaking room. Awards are available online at [www.nflonline.org](http://www.nflonline.org). Upon graduation these members will wear honor cords belonging to the school.

## Parent Information

### Parent/Coach Relationship

Both parenting and coaching/sponsoring are extremely difficult vocations. By establishing an understanding of each position, everyone is better able to accept the actions of the other and provide greater benefit to students. As parents, when your student becomes involved in a program, you have the right to understand what expectations are placed on your student. This begins with clear communication from the coach/sponsor of your student’s program.

Coaches/sponsors and parents are expected to encourage and praise students in their attempt to improve them as students, athletes, and citizens. Parents can facilitate this by gaining an understanding and appreciation of all aspects of the sport/activity and the expectations placed on your student.

### Communication That Coaches/Sponsors Expect From Parents

1. Concerns should be expressed directly to the coach/sponsor, but NOT immediately before, during, or after a contest or practice. If needed, a meeting should be facilitated and scheduled first with the coach. If conflict has not been resolved after that meeting, a meeting may be scheduled with the athletic director and/or principal.
2. Notification of any schedule conflicts should be shared well in advance.

It is important to understand that there may be times when things do not go the way you or your student wishes. If you, as a parent, have a concern, take time to talk with coaches/sponsors in an appropriate manner, including proper time and place, being sure to follow the designated chain of command.

3. Athlete(s) must be present with their parent(s) at any meeting with a coach.

### **Communications You Should Expect From Your Student's Coach/Sponsor**

1. Philosophy of the coach/sponsor.
2. Expectations the coach/sponsor has for your son/daughter and for all the students involved in the activity.
3. Location and times of all practices and contests.
4. Team/activity requirements, i.e. fees, special equipment, off-season conditioning/practices.
5. Procedure should your son/daughter be injured during participation.
6. Discipline that results in the denial of your son/daughter's participation.
7. Requirements to earn a school letter for that activity.

### **Appropriate Concerns to Discuss with Coaches/Sponsors**

1. The treatment of your student mentally and physically.
2. Ways to help your student improve.
3. Concerns about your student's behavior.

Sometimes it is very difficult to accept your child not playing/participating as much as you may hope. Coaches/sponsors are professionals. They make judgment decisions based on what they believe to be best for all students involved. As you have seen from the list above, certain things can be and should be discussed with your child's coach/sponsor. Other things such as those listed next, must be left to the discretion of the coach/sponsor.

### **Issues Not Appropriate to Discuss with Coaches/Sponsors**

1. Playing/participation time.
2. Team strategy.
3. Play calling.
4. Other student-athletes/participants.

There are situations that may require a conference between the coach/sponsor and the parent. These are encouraged. It is important that both parties involved have a clear understanding of the other's position. Everyone involved is expected to be respectful, to recognize and show appreciation for the other's role, and to reinforce the school's "Code of Conduct" plus the policies and procedures as outlined in this handbook.

***Note: The references to MSHSAA's by-laws in this handbook are provided for ease of cross-referencing. Windsor Henry County R-1 School District will adhere to MSHSAA's guidelines at a minimum. However, in certain instances, the District will enforce and hold student athletes/participants to higher standards as set forth in this handbook and approved by our Board of Education.***

## **HENRY COUNTY R-1 ACTIVITY/ATHLETIC COMMITMENT FORM**

PARTICIPANT'S NAME (*print*) \_\_\_\_\_ SCHOOL YEAR \_\_\_\_\_

Any student who represents Henry County R-I School District will be required to sign the following contract and deliver it to the *coach* of the first sport/activity that they participate in. Once coaches have all commitment forms and physicals collected from athletes/participants, they will keep copies and turn the originals in to the athletic director **BEFORE** participating in any sport/activity contest.

Prior to participating in any practice or tryout sessions for any interscholastic sport, each athlete must:

- Successfully pass a physical examination by a registered physician or other authorized health care provider, and the copy of such examination must be on file in the office of the athletic director. The physical exam is valid if issued on or after February 1 of the previous school year.
- Provide proof of personal health insurance.
- Have parent and student signature.

Prior to participating in competition for any interscholastic sport, each athlete must:

- Have a parent or guardian attend the mandatory Rules and Expectations meeting with WHS administration.

I recognize that by violating these guidelines, I will endanger my eligibility as a representative of the Henry County R-I School District. It is my privilege to represent my school and I will make my decisions accordingly.

I have read this booklet and understand what the Henry County R-I School District expects from me in regards to sportsmanship, citizenship, scholastics, and staying free from drug/alcohol/tobacco use while enrolled in this school. I understand the consequences for breaking school policy, and I will not do so while a Henry County R-I School District student participant. I understand that this is a year-round commitment.

I, along with my parents, certify that I have read, understand, and will follow all of the school district policies in the activity/athletic handbook. In order to be eligible for participation, I understand I must comply with all requirements listed.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

As a parent/guardian of a student participating voluntarily in interscholastic athletic/activities, I have read this handbook, discussed it with my son/daughter, and will support the district in its efforts to promote good citizenship. (*All parents/guardians must sign.*)

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

**Return the Activity/Athletic Commitment Form properly signed prior to the first contest.**