

2011-2012

CHINOOK ACTIVITY HANDBOOK TABLE OF CONTENTS

I.	General Rules for All Activities	<u>Page</u>
A.	Activity Tickets	3
B.	Participation Fees	3
C.	Transportation and Preparation	3
D.	General Discipline	4
E.	Dress	4
F.	Sponsors, Chaperones and Coaches	5
G.	Accidents	5
H.	Facility Use	5
I.	Purchasing of Supplies	6
J.	Lodging and Meals	6
K.	Activity Eligibility	7
L.	Equipment	9
M.	Schedules	9
N.	Awards	9
O.	Chemical Use Policy	9
P.	Curfew	12
Q.	Hazing	12
R.	Sportsmanship	13
S.	Practice	14
II.	Activities Classified as Athletics	
A.	Philosophy	13
B.	General Responsibilities - Coaches, Sponsors & Chaperones	13
C.	Individual Activities	
	1. Football	15
	2. Basketball	15
	3. Volleyball	16
	4. Wrestling	16
	5. Tennis	16
	6. Track	16
	7. Swimming	17
	8. Golf	18

III. Activities Classified as Non-Athletic	<u>Page</u>
A. Individual Activities	
Class Officers, etc.	18
Honor Society	18
Band	18
Chorus	18
FFA	18
Clubs.	18
Student Council	18
Pep Club	18
Pep Band	19
IV. Administrative Procedures	
A. Evaluations of Coaches/Sponsors	19
B. Miscellaneous, Pay Checks, etc.	20
C. Administrative Duties	20
D. Concessions	21
E. Uniform Purchase Rotation	21
V. Activity Handbook Acknowledgement	22

I. General Rules for all Activities

A. Activity Tickets

1. Every student who participates in a school sponsored activity grades (7-12) must purchase a student activity ticket. Activity tickets allow admission to all extracurricular activities at Chinook Schools. Student activity tickets are \$30.00, adult activity tickets are \$50.00, and a family activity ticket is \$135.00.
2. Activity tickets are required to be purchased and paid in full before the first scheduled event.

B. Participation Fees

1. Every student who participates in the following extracurricular activities shall pay a \$20.00 participation fee:

Football, Basketball, Swimming, Wrestling, Track, Volleyball, Golf, Tennis, Cheerleading, Pep Band and FFA.

2. The participation fee is due before the first scheduled event.

C. Transportation and Preparation

1. Student participants shall travel to and from all activities by means of the vehicle furnished by the school.
2. The coach or sponsor must approve requests for a participant to return from an out-of-town activity in a manner other than school transportation. Parents/guardians can take their own children home by personally informing the coach or sponsor. For a student to go home with an adult other than their parent/guardian, a note signed by their parent/guardian and a phone call from the parent in advance must be given to the coach or sponsor.
3. A list of students attending the activity shall be given to the office at least two days before the scheduled trip.
4. Participants that miss the bus are not allowed to drive themselves and if they choose to drive they cannot participate that day/evening. If their parents bring them, they may play – advisors/coaches discretion. Participants who choose to ignore and participate are subject to disciplinary action as outlined in the student handbook for insubordination.

5. Bus Rules--the driver is not responsible for student discipline. The driver should report any incidents to the supervisor in charge.
 - a. Upon arrival at home, players, coaches and chaperons will be sure that the bus is clean, garbage picked up, sacks off the floor, books off the bus, etc.
 - b. Students remain seated.
 - c. Students do not lean over the seats.
 - d. Students do not sit on the armrests.
 - e. Students place all garbage in the wastebaskets.
 - f. Students do not throw objects.
 - g. Personal stereos with headsets are allowed

D. General Discipline

1. The general conduct of students representing Chinook will bring credit or discredit to the school and community. Unacceptable behavior will not be tolerated during the season and may result in disciplinary action including suspension for the season. All participating students are subject to the rules and regulations as set forth in the School District #10 Board of Trustees Policy Manual and the Chinook Junior-Senior Student Handbook. If students are ejected from a contest, they cannot travel with the team to the contest they are suspended from.

2.

First offense:

Warning and punishment set up by the coaching staff

Second offense:

Immediately suspended from the contest that the unsportsmanlike or offensive behavior occurs in, plus suspended from the next contest. The player may practice during the suspension time.

Third offense:

Immediate suspension from the contest that the behavior occurs in and a two week suspension from the team. The player may practice during the suspension time.

Fourth offense:

Immediate suspension from the contest that the behavior occurs in and suspension from the team for the remainder of the season.

F. Dress

1. Dress at home contests and on out-of-town trips should bring credit to the team, school, and community.
2. Participants and coaches are expected to be well groomed and well dressed. T-shirts, sweatshirts, or jackets that make reference to sex, drugs, alcohol, and/or tobacco products are prohibited. Shirts must be worn that touch the top of the pants. Clothing must be able to cover all parts of student undergarments. Dress with holes is not appropriate. Top with straps less than two finger widths wide per strap is not acceptable. Blue jeans are not acceptable.
3. The coach is responsible for enforcing proper dress. Coaches will enforce the dress code for their specific sport. In outdoor sports specifically tennis and track; exceptions may be made in regard to dress code due to weather conditions and lack of changing facilities. Participants need to understand that continual disregard for proper dress code will result in disciplinary action up to or including suspension.

G. Sponsors, Chaperones, and Coaches

1. Coaches/Sponsors responsibilities begin when the students arrive at school and do not end until the group returns to Chinook and the students are safely on their way home.
2. Students are to be made aware of what is expected of them on trips away from school in regards to attendance at activities while on the trip.
3. Each Coach/Sponsor shall have written guidelines for their activity containing expectations of participants regarding rules, dress, practices etc.
4. Cooperate with the media for publicity of your participants and events.
5. Keep accurate records for school record books and use in distributing individual awards.

G. Accidents

1. The health and safety of each student shall be the first consideration. If there is any question or doubt about the health of a student, the coach/sponsor shall ask for a medical report before the student is permitted to participate.
2. In the event of an injury:
 - a. Use common sense, administer first aid and notify a doctor and the parents immediately if the circumstances warrant such notification.
 - b. Fill out an accident report immediately and notify your principal of the injury.
 - c. Do not recommend any particular doctor, nor prescribe any medical treatment.
3. All students must have a completed medical exam signed by a licensed doctor and signed by a parent/guardian prior to the first allowable practice of the season.

H. Facility Use

1. The varsity sport in season has priority of the high school gym. Grades 7 and 8 will have first priority on the high school gym if not in use by the high school sports programs.
2. Open gyms for out-of-season activities may be scheduled provided it is not in use by grades 7-12 who are in season.
3. High school gym usage will be scheduled through the athletic director (at least one week notice). Meadowlark gym usage shall be scheduled through the building principal.
4. Facilities (weight room, gym, etc.) are not to be used by unsupervised students.
5. If unsupervised students are found using a facility:
 - a. Check to see who the chaperone is, if there is one.
 - b. Report student's names to the building principal if there is no chaperone present.
 - c. Consequences:
 - 1) First offense - suspended from using facilities for five (5) school days.
 - 2) Second offense -suspended from using facilities for fifteen (15) school days.
 - 3) Third offense - contact proper authorities and file trespassing charges.

I. Purchasing of Supplies

1. All purchases must be made on requisition forms available in the business office. All requests must have the principal's approval.
2. All purchases must have a purchase order. When a telephone order is made, request a purchase order from the business office after approval from your appropriate supervisor.
3. Meals, lodging, and necessary purchases on a road trip must have a receipt and a signed document for presentation to the business manager for payment - no receipts, no reimbursement!
4. All receipts must be turned into the business manager within three (3) days after returning.

J. Meals and Lodging

1. The activities director will reserve rooms for:
 - a. Football play-offs if needed.
 - b. Boys' and girls' basketball: Up to 12 rooms including at least one for administrative use (District).
 - c. Girls' volleyball: Up to 12 rooms including at least one for administrative use (District).
 - d. Wrestling - Divisional as needed.
 - e. Music, band, swimming, golf, tennis, and track will make their own reservations as needed.
2. Meals:
 - a. Each head coach is responsible for making arrangements for their team. Advance notification should be made with cafes, etc. if possible.
 - b. The District does not provide meals for regular season extracurricular activity trips.
3. Overnight Trips:
 - a. The district will provide two meals per day, as warranted, after the first day on any extracurricular activity trip that requires overnight lodging
4. Tournaments:
 - a. The District will provide meals, as warranted, on extracurricular activities for district, division, and state competitions
5. Meal Allowance:
 - a. A maximum of \$18.00 per day for each student will be allowed for meals.

- b. If a student goes over the limit, they are to pay the difference.

K. Activity Eligibility (7-12)

1. In order to compete in any extracurricular activity or to hold any office, a student must pass all subjects they were enrolled in from the previous quarter. If a student is assigned an “incomplete”, or a grade is left blank on the report card, the student is considered ineligible until a passing grade is placed on the report card.
 - a. Students have one (1) week from the end of the grading period to finish an incomplete grade. (Unless hospitalized or death in the family).
 - b. After one (1) week, the missing work is given a “zero” and the instructor will recalculate the grade using zeroes for the incomplete work.
 - c. A student cannot participate (practice) in the activity while under an ineligible status.
 - d. Students who are ineligible and subsequently become eligible must have a minimum of 10 days of practice, except in football, which requires 12 days of practice.
 - e. This rule will not supersede MHSA requirements.
2. Eligibility of incoming fifth and sixth graders to the Junior High athletic programs will at first be based on their promotion at their respective grade levels. Thereafter, that student will be ineligible if he/she has an “F” or an “incomplete” on a report card. This grading policy also applies to any co-op students in the athletic programs.
3. Eligibility of incoming sixth graders to the seventh grade will be the promotion into grade 7. In Junior High, a student is ineligible if he/she has an “F” or “Incomplete” on a report card. When the incomplete is made up, the student, if passing, is then eligible to participate in the school’s extracurricular programs.
4. Eligibility for incoming 8th graders for football and volleyball will be based on the previous school years’ fourth quarter grading period. A student is ineligible if he/she has an “F” or incomplete on a report card. When the incomplete is made up, the student, if passing, is then eligible to participate in the school’s extracurricular programs.

Because of the nature of the 9C Junior High Sports seasons, where two different sports are run during the first quarter, eligibility for basketball will be determined by course grades on the Friday preceding the first scheduled practice of the basketball season.

Any student passing all classes at that time will be deemed eligible to start basketball. However, at the end of the first quarter all student/athletes must have passing quarter grades as listed in number 3 above in order to remain eligible. This grading policy also applies to any co-op students in the athletic programs.

5. Incoming freshman eligibility is determined by their fourth quarter eighth grade marks. If an incoming freshman enters high school with an "F": he/she will be placed on probation. Students on probation will have their grades checked every three weeks. As long as they are passing all subjects they are allowed to fully participate. If they are failing one or more classes at either of the grade checks they become ineligible for the remainder of the quarter. Incoming students from other schools who are eligible for activities at their previous schools but are ineligible under our rules will be placed on probation. Probation rules for these students will be the same as above. Probation lasts for one quarter and only in these circumstances. MHSA eligibility rules are always in effect.
6. Students who are ineligible for an activity due to training rule violations may try-out for the activity during the try-out period. If the student makes the team (varsity, junior varsity or freshman) they can join the team when they become eligible. There will only be one try-out period per activity. If the student wants to participate in an activity with no try-out process, they can join the team when they become eligible. A student cannot become eligible on a Friday or Saturday of tournaments, they will be eligible for play the following Monday. A participant can practice if ineligible due to training rule violations.
6. Students who are academically ineligible for an activity may try-out for the activity during the try-out period. If the student makes the team (varsity, junior varsity, or freshman) they can join the team when eligible. There will only be one try-out period per activity. If the student wants to participate in an activity with no try-out process, they can join the team when they become eligible. A student cannot become eligible on the Friday or Saturday of tournaments, they will be eligible for play the following Monday. A student who is academically ineligible cannot practice with the team until they are eligible.
7. Athletes must be in attendance the day of the activity if the activity is held on a school day.
 - a. If a student is not well enough to be in school, then they cannot participate in a game or practice.
 - b. The exception to this would be if the athlete's parent/guardian has made advance arrangements with the principal for extenuating circumstances other than illness.

8. Participants who are failing any class at midquarter grade check must report to after-school study hall until he or she is passing the class/es.
9. Only incoming freshman through seniors are eligible to participate in any high school practice or competition.
 - * An exception to this rule is if a student meeting the age rule requirement for high school eligibility who is enrolled in eighth grade, as outlined in the MHSA handbook.
 - * Due to the limited number of wrestlers in the lighter weight classifications, a junior high wrestler may be able to practice with the High School team. This will only be allowed with administrative approval. A student meeting these criteria must complete the appropriate paperwork as required to participate in a high school sport.

L. Equipment

1. Equipment issued to an athlete is his/her responsibility for return or replacement. If equipment is not returned, replaced or paid for, the letter award, certificate or special awards will not be awarded. No further equipment, for any sport, will be issued to any student who has not returned, replaced or paid for any missing equipment.
 - a. Coaches will notify the Activities Director with the name of the athlete and equipment that is missing.
 - b. Athletes may not try out or practice in another sport without meeting the conditions of this section.

M. Schedules

1. MHSA determines the regional schedule, sets the length of season, the number of events per sport (grades 7 & 8 excluded) and the required pre-season requirements.
2. The Athletic Director is responsible for all the scheduling with final approval by the Superintendent of Schools.
3. Scheduling and practice times will be in the best interest of the participants

N. Awards

1. Each activity may have up to four (4) special recognition awards such as Most Valuable Player, Best Serving Percentage, etc.

O. Extra- and Co-Curricular Chemical Use Policy

Students participating in extra- and co-curricular activities, whether sponsored by the MHSA or not, shall not use, have in possession, sell, or distribute alcohol, tobacco, illegal drugs or drug paraphernalia during the school year. These rules

are in effect 24 hours a day. If a student receives an MIP, or is seen using or in possession of tobacco, alcohol, illicit drugs or drug paraphernalia the student will forfeit the privilege of participating in all District activities.

Policy Coverage

This policy states that a student shall not (1) use, have in possession, sell, or distribute alcohol, tobacco, drug paraphernalia or illegal drugs, and (2) abuse prescription or non-prescription drugs. This policy is not intended to apply to the use of prescribed drugs, under a doctor's supervision, when those drugs are used in the prescribed manner. This policy applies to junior high and high school students who are involved in the extra- and co-curricular activities program.

Definitions

Possession is defined as the use of a prohibited substance, having a prohibited substance in personal possession, or of knowingly (as defined as a reasonable prudent person would know) being present at a function or gathering where alcohol or illicit drugs is being illegally used.

Drug paraphernalia is defined as all equipment, products, and materials of any kind that are used, intended for use, or designed for use in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing, concealing, injecting, ingesting, inhaling, or otherwise introducing into the human body a dangerous drug or as otherwise defined in 45-10-101, MCA.

Policy Duration

This policy is in effect each school year from the date of the first practice for fall activities until the last day of school or until the extracurricular activity concludes in the summer, whichever is later. Violations are cumulative, through the student's period of attendance in grades 7-8 and in grades 9-12. Violations do not carry over from the junior high to high school. The Administration shall publish the participation rules annually in the activities and student handbooks.

First Violation

Self-report. A student who self-reports a first violation within five (5) days to school authorities will be suspended from activities for twenty (20) school days.

A student must:

1. Not be part of any competition.
2. Travel to events with a team.
3. Attend all practices during the suspension at the coaches' discretion.

Not Self-report. Suspension from activities for forty-five (45) school days.

A student must:

1. Not be part of any competition.
2. Not travel to any event with a team.
3. Attend practices during the suspension at the coaches' discretion.
4. Complete a substance abuse education program as designated by the administration. The financial obligation of this program is completely the responsibility of the individual student.

Second Violation - Suspension from activities for ninety (90) school days.

A student must:

1. Not be part of any competition.
2. Not travel to any event with a team.
3. Attend practices during the suspension at the coaches' discretion.
4. Complete a substance abuse education program for a minimum of ten (10) hours as approved by the administration. The financial obligation of this program is completely the responsibility of the individual student.

Third Violation - Suspension from activities for one hundred eighty (180) school days.

A student must:

1. Not be part of any competition.
2. Not travel to any event with a team.
3. Attend practices during the suspension at the coaches' discretion.
4. Successfully complete a chemical dependency assessment. The financial obligation of this program is completely the responsibility of the individual student.

Awards and Honors

A student who violates this policy while a member of an athletic team or participant in another extra-curricular or co-curricular activity will not be eligible to receive any awards or honors for the activity (including Letters). If a student receives an MIP during the extra-curricular or co-curricular activity or athletic season, and the case is adjudicated after the conclusion of the season or activity, the student will relinquish all awards and honors received from Chinook High School while a member of the athletic team, extra-curricular or co-curricular activity.

Student and Parent/Legal Guardian Due Process

If a determination is made that a student has violated this policy, the student, parents and/or guardians shall be notified of the violation by telephone where possible, and also by mail. Also at this time, the student, parents and/or guardians shall be notified of the type of discipline administered.

APPEAL PROCESS: Any parent/legal guardian or student who is aggrieved by the imposition of discipline shall have the right to an informal conference with the principal, for the purpose of resolving the grievance. At such a conference, the student and the parent shall be subject to questioning by the principal, and shall be entitled to question staff involved in the matter being grieved. The student and/or parent may appeal the suspension to the Board for a student extra-curricular suspension hearing. The Board Hearing will be scheduled within ten school days of the start of the suspension.

P. Curfew

1. Curfew hours begin on the day of the first allowable practice as scheduled by the MHSA and ends after the last trip home after the final game (end of season or tournament).
 - a. Sunday through Thursday, and nights prior to a scheduled activity event - 10:00 p.m.
 - b. Friday and Saturday nights - 12:00 a.m. (Unless there is competition the next day or evening)
 - c. Extended curfew for special events, circumstances, work schedules, etc., may be granted by the head coach.
2. Penalties for not adhering to curfew hours:
 - a. First offense - extra duty as delegated by the coach, with a maximum of a one game suspension. The parents will be notified.
 - b. Second offense - Suspension from participating in any contest for a period of six school days. Practice permitted. The parents will be notified.

- c. Third offense - Suspension from participating in any contest and practice for the remainder of the current season. The parents will be notified.

Q. Hazing

1. Chinook Public Schools will not tolerate hazing in any form.
2. Hazing is any form of initiation that involves the use of harassment or abusive, intimidating, or humiliating tricks.
3. Any unacceptable behavior will result in disciplinary action including, but not limited to, suspension from the activity or activities as outlined in district board policy 3226; harassment/intimidation and bullying prevention.

R. Sportsmanship

The responsibility of the players for sportsmanship is second in importance only to the coach. Because players are admired and respected, they exert a great deal of influence over the actions and behavior of the spectators. Desirable behavior for players would be to:

1. Treat opponents with respect that is due them as guests and fellow human beings.
2. Shake hands with opponents and wish them good luck before the contest.
3. Exercise self-control at all times, accepting decisions and abiding by them.
4. Respect the official's judgment and interpretations of the rules. Never argue or make gestures indicating dislike for a decision.
5. Do not communicate with the officials regarding the clarification of a ruling.
6. This is the captain's responsibility. Do not engage in celebrations/chants that will antagonize or embarrass an opponent.

S. Practice

In accordance with Montana High School Association guidelines; practices shall be a maximum of 2 and ½ hours in length.

During the school year, all extra-curricular activities practices will be done at or before 6:00 p.m. on Wednesday of each week for "Family Night" activities.

All extra-curricular activities recognize the importance of academics and therefore students will be allowed to attend afterschool study hall without being penalized for showing up late to practice.

No junior high practices on Wednesday.

II. Activities Classified as Athletics

A. Philosophy

High School - The basic philosophy of the activities program is to provide students with the competitive program with a winning tradition by developing player dedication, fundamentals, teamwork and sportsmanship.

Junior High – The basic philosophy of the activities program is to provide students with the opportunity to participate in interscholastic competition. Programs will focus on teaching basic fundamentals, teamwork, and sportsmanship while allowing all participants the opportunity to better themselves competitively at practices and games.

B. General Responsibilities—Coaches, Sponsors and Chaperones

The coach bears the greatest burden of responsibility for sportsmanship. His/Her influence upon the attitudes and behavior of the players, the student body and the community is unequalled. In order for good sportsmanship to become a reality, it is essential that the coach subscribes to the values of sportsmanship and teach its principles; through word and deed. Specifically, it is recommended that the coach:

1. Always set a good example for others to follow.
 2. Instruct the players about their sportsmanship responsibilities.
 3. Discipline those players who display unsportsmanlike-like behavior.
 4. Be a good host to opponents, treat them as guests.
 5. Respect the official's judgment and interpretation of the rules. Question them with respect and dignity only when the game rules permit.
 6. Publicly shake hands with the officials and opposing coach before and after the contest.
-
1. Parents/Guardians and student participants are to be made aware of their responsibilities, standards and consequences if violations of policy occur. Parents/Guardians will need to sign and turn in the form attached to the back of the activity handbook before their child will be allowed to participate in any extra-curricular activity. This form simply states that the student and parent/guardian have read and understand school policies outlined in the activity handbook.
 2. All athletic coaches must satisfactorily complete the mandatory MHSAA coaching test (online) prior to the first practice.

3. The head coach will work closely with all assistant coaches in directing programs and establishing guidelines.
4. The head coach will order all the supplies and equipment with input from the assistants.
5. The head coach must approve requisitions for any purchase of junior high supplies or equipment.
6. All the coaches are responsible for the care, storage and inventory of all equipment before, during and after the season.
7. An assistant coach will be responsible for athletic supervision whenever the head coach is absent.
8. All the coaches are responsible for the team appearance, behavior and supervision of the athletes.
9. All the coaches will help in game preparation of local facilities, setting up clocks, field markers, ropes, etc.
10. An Inherent Risk form and Medical Release card will be given to each athlete prior to the first practice. These forms need to be signed and returned to the coach. Safety in drills, etc., will be addressed to all players. Physical forms will be given to the Activity Director. Medical Release cards and Inherent Risk forms are to be kept by the head coach.
11. Cooperate with the media for student publicity.
12. Upon prior arrangement, coaches will supervise the cheerleaders on road trips if the cheerleading sponsor is not present.
13. The head coach can choose to have volunteer coaches in the program. Volunteer coach selections must be approved by the administration.
14. All volunteer coaches must complete and turn in a volunteer coaching application and complete the mandatory MHSA coaching test (online) prior to participating and serving as a volunteer coach.
15. Parents attending practice may attend as spectators only, unless they have completed the volunteer coaching application.
16. The head coach has the right to ask any individual to leave his/her practice if their presence is a distraction to him/her, his/her coaching staff, or his/her players.
17. Coaches are responsible for enforcing handbook policy and are subject to disciplinary action if they fail to uphold the policies, procedures, and guidelines of the District as set forth in the activity handbook, coach's handbook, and District Policy Manual.

18. The coaches will have the responsibility of determining team composition and individual involvement in the programs. All rules, regulations and coaches directives will be enforced in grades 7 through 12.
19. The designated head coach of each sport is responsible for the total program 7 through 12.
20. An orientation program for parents of students who plan on participating in any extra-curricular activity will be conducted in the fall. The orientation is to be conducted by the Principal and Athletic Director with all coaches in attendance.

C. Individual Activities

1. Football (7-12)

- a. Team composition—as determined by coach
- b. Lettering criteria:
 - 1) Participate in 16 quarters of Varsity Football
 - 2) Complete the season
 - 3) The final decision for these and any other special circumstances will rest with the head coach.

2. Boys and Girls Basketball (7-12)

- a. Team Composition will be determined by the coaching staff.
- b. Considerations in selections will include athletic ability, previous experience, attitude, and desire.
- c. Lettering requirements:
 - 1) Participation in 25% of all varsity quarters.
 - 2) Complete the season
 - 3) The final decision for these and any other special circumstances will rest with the head coach

3. Girls' Volleyball (7-12)

- a. Team Composition will be determined by the coaching staff.
- b. Considerations in selections will include athletic ability, previous experience, attitude, and desire.
- c. Lettering requirements:
 - 1) Participation in 25% of all varsity games.
 - 2) Complete the season
 - 3) The final decision for these and any other special circumstances will rest with the head coach

4. Boys' Wrestling (5-12)

- a. Team Composition—determined through a wrestle-off as deemed by the coaches
- b. Lettering criteria –
 - 1) Earn 50 varsity points
 - 2) Complete the season
 - 3) The final decision for these and any other special circumstances will rest with the head coach.

5. Girls Tennis (9-12)

- a. Team Composition—determined by challenges among players as set-up by the coach
- b. Lettering requirements:
 - 1) Be a member of the varsity tennis team (8 members) or the alternates (2) participating in the Divisional Tournament
 - 2) Complete the season.
 - 3) The final decision for these and any other special circumstances will rest with the head coach

6. Boys and Girls Track (7-12)

- a. Lettering requirements:
 - 1) Must score at least one (1) point at the District Track Meet.
 - 2) Meet or better the following standards:

EVENT	BOYS	GIRLS	
100	11.9"	13.5"	
200	25.0"	28.0"	
400	55.0"	1'06"	
800	2'10"	2'40"	
1600	5'00"	6'00"	
3200	11'20"	13'45"	
High Hurdles	17.5"	18"	
Intermediate Hur.	44.0"	54.0"	
Javelin		130'	85'
Shot Put 38'	29'		
Discus	115'	85'	
High Jump	5'8"	4'6"	
Long Jump	19'	14'	
Triple Jump	39'	31'	
400m Relay	Place dist.	Place dist.	
1600m Relay	Place dist.	Place dist.	

- 3) The final decision for these and any other special circumstances will rest with the head coach.

7. Swimming (9-12)

- a. Boys' and girls' swimming is offered through a cooperative agreement with Havre High School. Because of this agreement some rules will be different than the rules for the other activities offered by Chinook Schools.
- b. Chinook Schools will pay the MHSA fees for swimming and will pay the activity cost to HHS. Students and their families will be responsible for transportation to Havre for practice and trip departures.
- c. Swimmers will have a weekly grade check for eligibility. If a student is failing a class he/she will be ineligible for the week. Grade checks take place the first day of school each week beginning at the start of the school year. This rule keeps us in line with Havre swimmers.
- d. Swimmers will purchase a Chinook activity pass.
- e. In order to letter a swimmer must score a total of 35 points or more in all meets combined or he/she must qualify and swim in the finals of the state meet. A swimmer must comply with all conditions of the Havre participation agreement. He/she cannot have more than one unexcused absence from practice and must attend all scheduled meets. The final decision for these and any other special circumstance will rest with the swim coach. The coach reserves the right to make the final decision as to whether an athlete will or will not receive a letter.
- f. Chinook swimmers who letter will receive a Chinook letter.

8. Cheerleaders (9-12)

- a. The Cheerleading Advisor will be responsible for all cheerleading activities. This includes pep rallies, cheerleading practice, Cheerleading try-outs, flag presentation, etc. All functions will be coordinated with the activity director to ensure the equity of boys and girls support.
- b. Selection of cheerleaders will be done on the first day of fall sports practices for the fall sports and the first day of winter practices for the winter sports.
- c. The Cheerleading Advisor will order all supplies, etc. required by cheerleaders.

- d. An inherent risk policy and a medical release card will be given to each potential cheerleader prior to tryouts, stressing safety in cheerleader procedures. The physical forms will be given to the activity director.
- e. Coordinate with the pep club sponsor on joint activities.
- c. The lettering requirements are:
 - a. Participation in all required events.
 - b. Complete the season.
 - c. Active member of pep club.
 - d. Be recommended by the Cheerleading Advisor.
- g.. Composition and travel to tournaments
 - 1) There will be a maximum of ten cheerleaders for each sport (football/volleyball, and girls' basketball/boys' basketball) to be divided into a varsity and J.V. squad by the advisor. A maximum of six varsity cheerleaders will be selected. There will be no alternates. Should there be a need to fill a varsity vacancy; one of the junior varsity cheerleaders will fill the vacancy.
 - 2) Football cheerleaders will cheer for the same number of home volleyball and football games. Football cheerleaders will cheer at the Homecoming pep rally and volleyball tournament pep rallies.
 - 3) Basketball cheerleaders will cheer for all home games (boys and girls).
 - 4) Varsity cheerleaders will travel to tournaments and post-season contests. If District tournaments are scheduled at the same site, the squad will cheer for both teams. If the divisional and state tournaments conflict, the varsity cheerleaders will travel to the state tournament, and the junior varsity cheerleaders will travel to the divisional tournament.
 - 5) Chinook Pep rallies, etc., will be supervised by the pep club sponsor.
 - 6) All extra events (dance routines, cheering for other events, etc.) must be coordinated with the A.D. and the principal.
 - 7) Dance routines must be coordinated with the band and band director unless the band and cheerleaders are performing at different sites.

9. Golf

- a. Team Composition—determined through play-offs as deemed by the coaches.
- b. Lettering criteria –
 - 1) Post a qualifying score for the State Meet at a varsity contest or Golf in 50% of the varsity meets.

- 2) Complete the season.
- 3) The final decision for these and any other special circumstances will rest with the coach.

III. Activities Classified as Non-Athletic

- A. Class Officers**
- B. Honor Society**
- C. Band**
- D. Chorus**
- E. FFA (9-12)**

In order to letter in FFA the student must accrue 115 total points.

- Members who compete at the national level letter
- Officers who fulfill their duties letter

Points can be earned by:

- Attending meetings 5 points
- Career development events:
district and lower activities 10 points
- State Convention 20 points
- All fundraisers 5 points/hour
- All degrees 25 points
- Earning a degree
 - If a senior received their state degree as a junior, they will receive twenty-five (25) points their senior year as well.
 - If a junior has their chapter degree and can prove that they have plans to receive their state degree as a senior, then they will receive twenty-five (25) points that year.

* **If a member is ineligible, they will not receive points for the quarter.

- F. Clubs - BPA**
- G. Student Council**
- H. Pep Club (9-12)**

1. The sponsor will be responsible for all pep club activities.
 - a. Pep rallies (in conjunction with the cheerleader advisor)
 - b. Locker decorations (BB, FB, VB, WR, SW, TE, CH, GO, TR)
 - f. Gym and Tournament Posters
 - g. Beeter Buddy Day
 - h. Fund Raising (shirt sales)--if desired
 - i. Sponsor Adds for programs
 - j. Class of the year competition

3. The sponsor will coordinate with the cheerleader sponsor on joint activities.

3. In addition to the above Locker decorations and spirit week will be done the week of the following events.
 - a. Tennis- divisional competition.
 - b. Chorus and band - state festival.
 - c. Track and field - district competition.
 - d. Swimming- state competition.
 - e. Golf-state competition.
4. Officer Selections—application process
5. Pin requirements
 - a. Earn 255 points (see appendix)
 - b. Attend 75% of pep club meetings
 - c. recommended by sponsor

I. Pep Band (8-12)

1. The pep band sponsor will do all the ordering for the pep band.
2. The pep band sponsor and designated chaperons will be responsible for the supervision, appearance and behavior of the pep band.
3. Equity support will be strictly adhered to as the athletic schedule allows. The following are the guidelines for pep band travel:
 - a. The pep band will perform at post-season basketball tournaments (Boys and Girls).
 - b. The pep band will play at all volleyball tournaments.
 - c. If transportation can be arranged for instruments and band stands and if there is not a conflict with volleyball tournaments, the pep band will play at playoff football games. (The football team has priority in being assigned the bus with the most storage space due to necessary football equipment.) If transportation cannot be arranged for the pep band, efforts will be made to offer a pep bus.
 - d. If the pep band is required to play more than one day and the distance to the post season site is over 150 miles, arrangements will be made for the pep band to stay overnight.
 - e. No more than one bus will be used to transport the pep band at any time.

V. Activity Handbook Acknowledgement

This form is required to be signed by students and parents/guardians in order to participate in Chinook Public Schools extra-curricular and co-curricular activities. Return this form to the coach, advisor, or sponsor of the activity you are participating in.

Student Name: _____

STUDENT/PARENT HANDBOOK CONFIRMATION

STUDENT:

By signing below you are acknowledging you have read the Chinook Public Schools Student Activity Handbook and that you understand the rules and regulations as approved by the Trustees of School District # 10.

Signature of Student

PARENTS/GUARDIANS

By signing below you are acknowledging you have read the Chinook Public Schools Student Activity Handbook and that you understand the rules and regulations as approved by the Trustees of School District # 10.

Signature of Parent/Guardian

This form must be signed and returned to the student's coach before the student can participate in any extra-curricular or co-curricular contest.