

Athletic / Activities Handbook

2022-2023



Troy R-III School District

Dr. Mark Penny, Superintendent

Dr. Kathryn Greer, Principal

Mrs. Christina Kirchner, Asst. Principal

Mrs. Shannon Shafer, Asst. Principal/Activities Director

Table of Contents

PHILOSOPHY.....	3
MISSION.....	3
GOALS.....	3
ORGANIZATION AND ADMINISTRATION	4
SPORTSMANSHIP.....	5
STUDENT RESPONSIBILITIES.....	5
PHYSICAL EXAMINATIONS	6
PROTECT YOUR ELIGIBILITY.....	6
ATTENDANCE ELIGIBILITY.....	7
CITIZENSHIP GUIDELINES FOR EXTRACURRICULAR PARTICIPATION	7
DUE PROCESS AND APPEALS.....	10
HAZING.....	10
CONFLICTS BETWEEN ACTIVITIES.....	10
CARE OF EQUIPMENT	10
TRANSPORTATION.....	11
UNSPORTSMANLIKE CONDUCT.....	11
SUPERVISION POLICY.....	12
SPORTS BY SEASON	12
EXTRACURRICULAR INTERSCHOLASTIC ACTIVITIES.....	12
EXTRACURRICULAR ACTIVITIES.....	12
ACKNOWLEDGEMENT OF ATHLETIC HANDBOOK CONSENT FORM	13

PHILOSOPHY

We believe that interscholastic activities shall supplement the secondary curricular program and as such become a vital part of a student's total educational experience. These experiences contribute to the development of learning skills and emotional patterns that enable the student to make maximum use of his/her education.

Student participation in any part of our activities is a privilege, not a right. This privilege carries with it responsibilities to the school, to the activity, to the student body, to the community, and to the student. This participation will help the student develop physically, mentally, socially, and emotionally.

MISSION

The mission of the Troy Middle School co-curricular program is to provide opportunities and experiences for all students to develop the following skills:

- Respect for self and others
- Ability to take positive risks
- Appreciation of one's talents and weaknesses
- Recognition of the value of physical, academic, and aesthetic pursuits
- Understanding of teamwork and sharing of common goals which contribute to the good of the whole
- Realization of the importance of life skills
- Awareness of the diversity in one's own and others' cultural backgrounds

We also believe that by the student's involvement in activities, he/she will build the self-worth and integrity necessary to be able to cope with future successes and failures. To meet this end, the student will also gain the qualities of realistic goal setting, positive interdependence, and moral judgment.

Activities in our program create an avenue of enrichment, entertainment, and proud association for parents and community. Through well-directed activities, we strive to enable students to contribute responsibly and ethically within society both now and in the future.

GOALS

INSTRUCTIONAL PROCESS

- To teach the students to motivate themselves in pursuit of excellence
- To teach fundamental, social, emotional, and academic skills
- To create opportunities for students to develop positive self-esteem
- To effectively evaluate performance through goal setting and accountability
- To develop and model appropriate behaviors
- To develop teamwork and loyalty
- To teach fundamental knowledge of activity
- To share effective coaching methods
- To teach responsibility and respect for others and property by developing teamwork and loyalty

PROGRAM MANAGEMENT

- To promote involvement in activities and communicate effectively with families, students, community, and media
- To create high expectations for achievement in middle school programs
- To promote high standards of academic performance
- To offer multiple levels of opportunity
- To encourage student participation
- To utilize staff and resources effectively
- To develop effective practice and rehearsal schedules to maximize use of time
- To encourage all participants to support other activities
- To develop programs for care of injuries and promote overall wellbeing

INTERPERSONAL RELATIONSHIPS

- To promote a positive relationship among team members
- To develop positive leadership qualities in students
- To promote appreciation for and acceptance of the differences of others
- To show respect for the total person on social and emotional levels
- To promote good working relationships with the administrators
- To promote a positive image of our programs
- To develop an attitude of partnership, appreciation, and sportsmanship among coaches, parents, students, and community
- To communicate with parents, community, and media regarding student programs

PROFESSIONAL RESPONSIBILITIES

- To demonstrate a commitment to professional growth
- To follow policies and procedures of the District
- To assume responsibilities outside of coaching as related to school
- To effectively communicate with families, students, coaches, administration, community and media

ORGANIZATION AND ADMINISTRATION

Missouri State High School Activities Association

The Troy R-III School District is a member of the MSHSAA. The purpose of this organization is to promote, develop, direct, protect, and regulate amateur interscholastic athletic relationships between member schools and to stimulate fair play, friendly rivalry, and good sportsmanship among contestants, schools, and communities throughout the state.

The Superintendent of Schools

The executive function is the responsibility of the Superintendent of Schools, who establishes the ways and means of executing efficiently all policies adopted by the Board of Education. He recommends to the Board of Education the appointment of all personnel who are given any responsibility for handling interscholastic athletics, and he approves all policies and procedures recommended by his staff. He is, in fact, directly responsible to the School Board for the successful performance of the organization.

The School Principal

The school principal is the administrative head of interscholastic athletic activities, as well as all other activities of his/her school. As administrative head of the school, he/she is directly responsible to the Superintendent of Schools, the MSHSAA, and the Gateway Athletic Conference. Supervision of athletic

contests is a cooperative matter among the principals, assistant principals, activities director, and/or designated supervisor.

The Activities Director

Under the supervision of the principal, the building activities director plans, coordinates, promotes, and supervises the total activities program for the school.

SPORTSMANSHIP

The following policy statement from the **National Federation of State High School Associations** expresses the concept of sportsmanship as follows:

“The ideals of good sportsmanship, ethical behavior, and integrity permeate our culture. The values of good citizenship and high behavioral standards apply equally to all activity disciplines. In perception and practice, good sportsmanship shall be defined as those qualities of behavior, which are characterized by generosity and genuine concern for others. Further, awareness is expected of the impact of an individual’s influence on the behavior of others. Good sportsmanship is viewed as a concrete measure of the understanding and commitment to fair play, ethical behavior, and integrity.”

One of the main goals of the athletic/activities program is to teach the concept of sportsmanship. Good sportsmanship requires that everyone be treated with respect. This includes members of the opposing team, officials, coaches, and spectators.

Good sportsmanship includes showing courtesy and kindness toward opponents and fellow team members. The contest is judged by the effort of the participants and not by putting down an opponent. Winning is exciting, but winning at any cost is not the goal. Negative treatment of any participant is outside the spirit and interest of the contest.

All MSHSAA sanctioned events are a reflection of our community and school. The conduct of the team is extended to parents and fans before, during, and after athletic events.

STUDENT RESPONSIBILITIES

As a student participant, you are in school to secure the best education possible. Deciding to take advantage of this plays a significant part in your total educational development. However, with this decision also come certain responsibilities if the value of activities is to be achieved, namely:

- Striving to achieve sound citizenship and desirable social traits, including control, honesty, cooperation, dependability, and respect for others and their abilities
- Maintaining academic and eligibility standards as established by the Missouri State High School Activities Association and the Lincoln County R-III School District
- Learning the spirit of hard work and dedication
- Attaining mental and physical fitness through good health habits
- Excelling to the limits of your potential
- Showing respect for both authority and property
- Being willing to accept the leadership role that is instilled through the activity program

Athletes need to keep in mind that they are in the public eye, so their personal conduct always must be above reproach. Athletes have an obligation to create a favorable image and to gain the respect of their teammates, the student body, and the community.

PHYSICAL EXAMINATIONS (Sports, Cheer, & Dance)

The school shall require of each student participating in athletics a certificate of an issued physical signed and authorized by a physician, advanced nurse practitioner in written collaborative practice with a physician, or a certified physician's assistant in collaboration with a sponsoring physician stating that the individual is physically able to participate in athletic practices and contests of his/her school. A student shall not be permitted to practice or compete for a school until a complete, signed certificate is on file at the school. The medical certificate is valid for two years (730 days) from the date of issue for the purpose of this rule.

A student shall **not** be permitted to practice or compete for a school until it has verification that he or she has basic athletic insurance coverage.

Physical examinations and insurance information should be on file with the Activities/Main Office. Visit TMS Athletics website for more information.

PROTECT YOUR ELIGIBILITY

The Missouri State High School Activities Association (MSHSAA), of which the Troy R-III School District is a member, 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.

One of the primary functions of the MSHSAA is to establish eligibility standards that must be met by all students to attain the privilege of representing their school in interscholastic activities.

Eligibility is a PRIVILEGE to be granted by the school to a student. Eligibility is NOT A STUDENT'S RIGHT BY LAW. Precedent setting legal cases has determined that eligibility is a privilege to be granted only if the student meets all standards adopted by the school, which enables the school to grant the student such a privilege.

Listed below is information to acquaint you with the major rules and regulations you must follow in order to protect your eligibility.

1. You must be a creditable school citizen. Creditable school citizens are those students whose conduct, both in and out of school, is a positive reflection of themselves and their schools.
2. Academics
 - a. The student must be currently enrolled in and regularly attend school.
 - b. The student must have been promoted to a higher grade.
 - c. The student must pass 6 of 7 classes in the preceding quarter to be eligible.
 - d. This section does not apply to students promoted into the 7th grade prior to the first day of classes.
3. Transferring schools
 - a. If you transfer schools and your parents do not move to your new school district, you will be ineligible for 365 days unless you meet one of the exceptions to the transfer or promotion rules. (See your principal or activities director regarding non-traditional households).
 - b. If you move with your parents to your new school district, you will be eligible immediately.
4. You must enter school within the first 11 days of the semester to be eligible.
6. Awards standards

- a. You may not receive cash, merchandise, or gift certificates for participating in an athletic contest.
 - b. You may accept awards that are symbolic in nature such as medals, trophies, ribbons, plaques, etc., for participating in a school athletic program. These awards may be received only from your school, from a school hosting an event, or from the MSHSAA
 - c. You may accept awards for participating in non-school-sponsored athletic competition only if the awards are symbolic in nature, such as medals, trophies, ribbons, plaques, etc.
7. If you reach the age of 15 prior to July 1, you will be ineligible for interscholastic competition the following school year.
8. Non-school competition
- a. You may not participate in any organized non-school athletic competition and your school team IN THE SAME SPORT.
 - b. You may participate on a school team and a non-school team in different sports during the same season; however, you may not practice or compete in non-school organized athletic competition ON THE SAME DAY that you practice or compete with your school team without approval of the school administration.
 - c. Before you join any non-school team or enter any non-school competition involving athletics, check with the activities director to make certain these standards are being met.

A REMINDER: Any questions pertaining to eligibility that are not answered above should be brought to the attention of the activities director prior to participation in the event.

ATTENDANCE ELIGIBILITY

According to MSHSAA By-Law 212.0, a student shall not be considered eligible while under **suspension**. This includes in-school and out-of-school suspensions. 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. If a student misses class 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 from class) without an unexcused absence. Each school has the authority to set standards that are more restrictive and shall have the authority to judge its students under those standards.

To be eligible to participate in or attend an evening contest or activity at TMS, a student must attend four periods of the school day. If the activity is on a weekend or holiday, the last student attendance day will be used to determine eligibility. Extenuating circumstances require prior administrative approval for participation or attendance.

In the event that a student is assigned an afternoon detention period as the result of a classroom problem, the detention **MUST** be served before the student can return to an extracurricular activity. He/she is not allowed to use the excuse of "I have practice, so I can't stay." **THE CLASSROOM OBLIGATION ALWAYS COMES FIRST.**

CITIZENSHIP GUIDELINES FOR EXTRACURRICULAR PARTICIPATION

To be eligible to participate in school activities is a privilege, not an inherent right. Therefore, it requires certain behaviors and attitudes. More specifically, any student who represents his/her school in activities must be a creditable citizen and be judged so by proper school authority certifying the list of students for participation.

A student whose character or conduct is such as to reflect discredit upon himself/herself or his/her school is not considered a creditable citizen. His/her conduct shall be satisfactory in accord with the standards of good discipline. Students who participate in activities, athletics, or performing arts programs are to remember the rewards, recognition, and notoriety that comes with involvement also carries a high degree of school, civic, and individual discipline and responsibility. The rewards are great! A student has much to gain, but he/she also has much to lose for inappropriate behavior. Besides the possibility of losing eligibility for inappropriate behavior, students involved in the extracurricular activities programs are also subject to the disciplinary consequences listed in the Student Handbook.

It is understood that citizenship eligibility cases are handled on an individual basis by the sponsor/coach/director/supervisor, principal, parents and student. However, system-wide guidelines will also assist in the uniform handling of such cases.

Students should always remember to conduct themselves in such a manner as to reflect positively upon themselves, their families, their school, and their community. To clearly outline and define the disciplinary action, the following guidelines are provided for students.

2.2.1 Citizenship:

Students who represent a school in interscholastic activities must be creditable citizens and judged so by the proper authority. Those students whose character or conduct is such as to reflect discredit upon themselves or their schools are not considered "creditible citizens." Conduct shall be satisfactory in accord with the standards of good discipline.

2.2.2 Law Enforcement:

- a. A student who commits an act for which charges may be or have been filed by law enforcement authorities under any municipal ordinance, misdemeanor or felony statute shall not be eligible until all proceedings with the legal system have been concluded and any penalty (i.e. jail time, fine, court costs, etc.) or special condition of probation (i.e. restitution, community service, counseling, etc.) has been satisfied. If law enforcement authorities determine that charges will not be filed, eligibility will be contingent upon local school policies.
- b. After a student has completed all court appearances and penalties, and has satisfied all special conditions of probation and remains under general probation only, local school authorities shall determine eligibility.
- c. Moving traffic offenses shall not affect eligibility, unless they involve drugs, alcohol, or injuries to others.

2.2.3 Local School:

- a. A student who violates a local school policy is ineligible until completion of the prescribed school penalties.
- b. The eligibility of a student who is serving detention or in-school suspension shall be determined by local school authorities.
- c. A student shall not be considered eligible while serving an out-of-school suspension.
- d. If a student misses class(es) 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.
- e. Each individual school has the authority to set more restrictive citizenship standards and shall have the authority and responsibility to judge its students under those standards.

- f. Each school shall diligently and completely investigate any issue that could affect student eligibility.

2.2.4 Expulsion:

A student who is expelled from school because of disciplinary measures shall not be considered eligible for 365 days from the date of expulsion. An expulsion is prompt removal of a student from school following the conduct for which the student is under discipline, whereby the student is not allowed to return to school until either an appeals process reinstates the student or the duration is fulfilled. However, this period of ineligibility shall not apply to any student expulsion for conduct otherwise protected by law which does not materially and substantially interfere with the requirements of appropriate discipline in the operation of a school.

2.2.5 Student Responsibility:

Each student is responsible to notify the school of any and all situations that would affect his/her eligibility under the above standards. If the student does not notify the school of the situation prior to the school's discovery, then the student shall be ineligible for up to 365 days from discovery, pending review by the Board of Directors. Editor's Note: See also By-Law 3.10.5, Eligible at Time of Transfer.

Alcoholic beverages, tobacco products, electronic cigarettes, and/or illicit drug possession use, sale, and/or abuse. Students shall not use, sell, abuse, or possess alcoholic beverages, tobacco products, electronic cigarettes, and/or illicit drugs.

1. First and Second Offense (tobacco, electronic cigarettes)

If a student is found in possession during school or a school activity, the policies and procedures as outlined in the Troy Buchanan High School Policy of Discipline as adopted by the R-III Board of Education shall be strictly enforced. Student may return to his/her team after the suspension is served.

2a. First Violation (Alcoholic beverages, illicit drug possession use, sale, and/or abuse)

If a student is found in possession of controlled substances inside or outside a school setting, he/she will be suspended from competition for 10 school days and placed on an activities contract. The student may practice, but he/she will be suspended from any contests during that 10-day suspension.

2b. Second Violation (Alcoholic beverages, illicit drug possession use, sale, and/or abuse)

The student shall be suspended for a period of 180 school days from the day of the second offense and will not be allowed to participate in practice and contests in all school athletic activities.

Off-Season Offense

Students are expected to train and adhere to all policies and rules year-round. In addition to Board of Education procedure, any student that violates policy and rules in the off-season will be placed on an activities contract for 10 days of the next season of which they participate. He/she may practice, but he/she will not be allowed to participate in the first two (2) contests of the season.

***Repeated violations of any of the above may result in complete disassociation with any or all activity/athletic teams for the remainder of the student's high school career.**

DUE PROCESS AND APPEALS

Students will have the opportunity to express their side of any incident in which they may be involved. Parents or other appropriate representatives may be involved with students during the due process hearings. The coach/sponsor, in consultation with the activities director and school administrator, may suspend a student from activities after having given him/her the right to be heard. The suspension decision may be appealed to the principal. The principal's decision will be final. The student and/or his/her parent/guardian may appeal actions taken pursuant to this policy. The school administration will send a written decision to the parent/guardian within two days of the appeal hearing.

- **Any incidents that occur that are not covered by these guidelines will be reviewed on an individual basis, and decisions related to penalties will be made jointly by the school administration and sponsor.**

HAZING

Student hazing is expressly prohibited by Board of Education policy. For the purpose of this policy, hazing is defined as willful conduct directed at another student, whether occurring on or off school property, for purposes of initiation or admission to any school-related activity or athletic team. Students found to have violated this policy will be subject to suspension/expulsion from school and suspension/exclusion from activities/athletic participation depending on the severity of the misconduct per Board Policy.

Non-students who participate or enable the hazing of students may be excluded from attendance at school activities and school athletic events. District employees, including sponsors and coaches who have knowledge of school hazing but fail to take corrective action will be subject to discipline up to and including termination of District employment. **If hazing occurs, coaches/sponsors must report the incident to school administration immediately.**

CONFLICTS BETWEEN ACTIVITIES

Students should make the best choices when participating in activities to avoid conflicts between activities. This involves good communication, decision-making skills, prioritizing, and long-range goals and aspirations. However, when a conflict arises between two school-sponsored activities, administrative priority will examine this order or precedence:

1. National contest
2. State contest
3. District contest
4. Conference contest
5. Academic class
6. Interscholastic contest
7. Required (dress rehearsal) practices
8. Regular practices

CARE OF EQUIPMENT

In order to give athletes a sense of responsibility and an appreciation of their equipment, squad members are to be held accountable for the abuse or loss of it. The cooperation of all coaches is solicited in seeing that players maintain proper care of all athletic equipment. It is the responsibility of the head coach to see that players always put away and check in their equipment after games and

practices. Any equipment lost or damaged by an athlete must be paid for by the athlete. Any loss of equipment should be immediately reported to the head coach. Do not wait until the end of the season.

Coaches are to inform their players not to exchange any equipment (practice or game). If it is necessary to make an adjustment, then this is to be done through the coaches.

Coaches shall make clear to the members of their squads that any member of the coaching staff, teachers, principals, or the athletic director has the prerogative to command proper use of any school equipment and/or facilities at any time.

No students or athletes are to use the gyms, athletic areas, weight rooms, locker rooms, or showers unless supervised by a coach or faculty member.

ALL EQUIPMENT FROM A SPORT MUST BE TURNED IN AND/OR ALL EQUIPMENT DEBTS FROM A SPORT MUST BE PAID BEFORE AN ATHLETE WILL BE PERMITTED TO COMPETE OR PARTICIPATE IN ANOTHER SPORT OR ACTIVITY.

TRANSPORTATION

No athletic team or any group will be transported in private cars without the approval of the building principal or designee. Buses will be provided for all games and contests. All athletes must ride district-provided transportation to their contests. Students who are members of the athletic teams going to a contest, practice or games, will return on the bus. Coaches may grant permission for a student to ride home with his/her parent or guardian. Students may get prior administrative approval to ride home with another student's parent if the parent submits a written note and it is deemed necessary by the administrator prior to the event. It is the responsibility of the coach in charge of the squad to see that this regulation is carried out.

UNSPORTSMANLIKE CONDUCT

A display of unsportsmanlike conduct or the use of profanity, insubordination, or other behavior unbecoming of an athlete during practice or contest will result in disciplinary action. The coach has the responsibility and the authority to take action that will result in what is best for the individual, the team, and the school. Disciplinary action may range from a verbal warning, counseling, or suspension. Dismissal from the team may result after the coach has made a recommendation to the athletic director and/or principal.

SUPERVISION POLICY

No individual student, team, or activity group shall be permitted to participate in events without being accompanied and supervised by a representative of the school faculty or administrative staff. Activity sponsors are responsible for supervision of groups while on the bus traveling to and from events, while at the events, and until the students' rides arrive. Activity may not occur without school representative supervision. This includes but is not exclusive to practices, meetings, performances, contests, and bus transportation. Sponsorship includes the coach/sponsor riding the bus, accompanying the activity, and/or supervising any activity under the sponsorship of a particular department. Sponsorship may necessitate the coach/sponsor procuring assistance from within his/her own department and/or activity personnel. It is the responsibility of the activity sponsor to cover his/her events.

SPORTS BY SEASON

FALL SPORTS

Boys Cross Country – Combined 7th/8th Grade
Girls Cross Country – Combined 7th/8th Grade
Football – 7th & 8th Grade
Girls Volleyball – 7th & 8th Grade
Softball – Combined 7th/8th Grade

WINTER SPORTS

Boys Basketball – 7th & 8th Grade
Girls Basketball – 7th & 8th Grade
Boys Wrestling – Combined 7th/8th Grade
Girls Wrestling – Combined 7th/8th Grade

SPRING SPORTS

Boys Track – Combined 7th/8th Grade
Girls Track – Combined 7th/8th Grade

EXTRACURRICULAR INTERSCHOLASTIC ACTIVITIES

Cheerleading – Combined 7th/8th Grade
Dance Team – Combined 7th/8th Grade

EXTRACURRICULAR ACTIVITIES

Archery Club (Competitive)
Art Club
Battle of the Books (Competitive)
Cycling Club
Epsilon Beta Club
Family, Career & Community Leaders of America (FCCLA)
Fellowship of Christian Athletes (FCA)

Future Farmers of America (FFA)
Jazz Band
Puppet Club
Robotics (Competitive)
Show Choir (Competitive)
Student Advisory Council
Technology Student Association (TSA)

ACKNOWLEDGEMENT OF ACTIVITIES HANDBOOK CONSENT FORM

I acknowledge receipt of a copy of the athletic handbook, and I have read the rules concerning eligibility and conduct for Troy Middle School student athletes. I understand the rules and realize that I am subject to disciplinary measures should I violate them. I agree to participate and conduct myself in accordance with the rules of our athletic program and with specific rules of my coach(es).

We, the undersigned, agree that we have been given the following information and understand it fully.

- I. That the school agrees to provide:
 - A. Supervision
 - B. Instruction
 - C. Proper equipment
 - D. Proper safety precautions
- II. That the school abides by all written rules regarding behavior and safety.
- III. That participating in athletics may cause serious injury or death.

I have read the above statement of policy and agree to abide by the sportsmanship, citizenship/conduct, tobacco, electronic cigarettes, alcohol, and drug expectations. I understand that this agreement in no way limits my right to terminate or to be terminated from student activity participation.

STUDENT ATHLETE (Print Name)

SIGNATURE OF STUDENT ATHLETE

DATE

SIGNATURE OF LEGAL GUARDIAN

DATE

*Detach and turn in to your coach, sponsor, or office secretary. Keep the Handbook for your records.

**Students participating in athletics and/or interscholastic activities must have an up to date physical examination, verified health insurance, signed Handbook, and meet academic requirements in order to participate.