

# Activities Handbook 2022-23

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## Welcome to Panther Activities

Welcome to Park Rapids Panthers Activities. Park Rapids School Activities Program is a part of our total education program, providing experiences for physical, intellectual, social and moral development. Competition, teamwork, sportsmanship and winning are all balanced as a part of the program. Participants and coaches are encouraged to win and excel, but the principles of good sportsmanship, skills training and teamwork prevail at all times to enhance the educational values of the program.

We believe that participation in and exposure to activities is an integral part of a student's education. Participation is a privilege that carries with it responsibilities to the school, activity, student body, community,

teammates, coaches/advisors and the participants. Participants, staff, administration, parents and the community need to support and commit to the program. Each must understand and respect the role of each other.

Our mission is to develop, maintain and improve upon our activities program. Our staff will maintain the highest level of professionalism and provide an environment of opportunity and personal growth for participants. The activities program is to complement the academic program; by teaching life-time skills, teamwork, sportsmanship and the desire to strive for excellence.



### Special points of interest:

- Local and MSHSL rules
- Academic Responsibilities
- Coaches Directory
- Visit School Web site
- Visit RSchool Today on line to see extra-Curricular Schedules
- How to register for activities
- Athletic Physicals
- Sportsmanship
- Start Dates for Sports

*Please visit the school web site at [www.parkrapids.k12.mn.us](http://www.parkrapids.k12.mn.us) for more information — Also check out RSchool Today to view up-to-date activities schedules*

## Sportsmanship Creed

Sportsmanship is expected in all activities. It is the responsibility of coaches/advisors, participants, cheerleaders, students, adult spectators, officials and media. Promotion of sportsmanship at activities should include a demonstration of respect for opponents and officials. Rules of the event should be respected and skill and performance should be recognized regardless of school affiliation. Sportsmanship is a corner stone of any quality activity program.

The following rules will be adhered to:

1. No throwing of objects onto playing surface.
2. All signs and locations for signs must be approved by the home site supervisor or administrator. Only signs of a positive nature will be permitted.
3. No profane or abusive cheers, gestures, spitting or chanting will be permitted.
4. Fighting is prohibited.
5. Use of drugs or alcohol is prohibited.
6. No noisemakers allowed.
7. Band playing collectively or individually during the game is limited to timeouts, intermissions, and quarter breaks. This includes all instruments, i.e., drums, trumpets, etc.
8. Official cheerleaders and a mascot only allowed on the floor. Mascot must stay in the area of the cheerleaders. No other leaders of cheers will be allowed on the floor.
9. At events, where a public address is available, the rules for sportsmanship shall be summarized or read.
10. Full-face painting, masks, or costumes that disguise identity are not permitted.
11. Students are expected to attend school if they are going to participate in activities. If the Attendance Office indicates a problem exists with a participant, the student will be notified and expected to correct the problem. If the problem isn't corrected, the student will be suspended from activities until a solution is reached. When Activities Participants return late at night from games played during the week, the student is expected in school the next morning to attend all classes as usual.

Independent School District #309—Park Rapids Area Schools



Home of the Panthers

## Extra Curricular Programs

Every student is encouraged to become involved in some activity in addition to his/her academic courses. The extra-curricular program of the Park Rapids Area High School forms a very useful and important part of the school's total curriculum. By voluntary participation, the student is able to develop skills, interest, and abilities, which they may not develop in the classroom. Extra-curricular activities are those activities held under the supervision of the school outside of regular school hours. Participation in extra-curricular activities is a privilege. Students participating in these activities will conduct themselves in accordance with the Minnesota State High School League rules regarding academic eligibility and also must satisfy any local policy regarding eligibility. Students found in violation of this rule shall be suspended from participating in all school sponsored extra-curricular events or activities for the time specified by the Minnesota State High School League or the school eligibility policy. To be eligible to practice or compete, students must be in school no later than the start of 5th period on the particular day. This does not apply to absences due to other school activities, college visits or other circumstances approved by the principal.

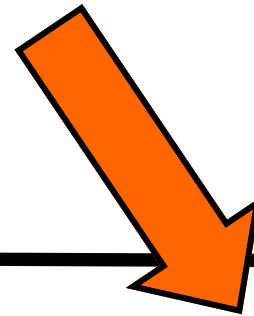
## Competitive Activities/MSHSL Objectives

1. To have participation of the maximum number of students in as many activities as possible.
2. To succeed by winning at all levels of high school participation; primary emphasis of junior high (7<sup>th</sup> and 8<sup>th</sup> grade teams) shall be as equal participation as possible.
3. To be performed within the principles of sportsmanship, Minnesota High School League rules, school policy handbook and the laws of the State of Minnesota.
4. To be a positive activity for the participants, school, community and staff.
5. To excel, first as a member of a team; second, as an individual.

## Competitive Fine Arts Activities Objectives:

1. To encourage participation.
2. To communicate opportunities in a timely fashion.
3. To hone and develop skills.
4. To participate in events.
5. To encourage more sophisticated entries/projects.
6. To strive for excellence.

Jeremy Nordick  
Activities Director



## Policy on Non-discrimination

In compliance with (1) Title IV of the Higher Education Act of 1965, (2) Title IX of the Education Amendments of 1972, (3) Minnesota Statutes Chapter 363.03 128.21 and 173, (4)EDU 4-1974 amendments, and any other Federal or State laws pertaining to discrimination; it is the policy of Independent School District #309 and its employees not to discriminate against any student because of race, color, creed, religion, national origin, sex, marital or economic status, or status with regard to public assistance or disability.

A student, parent or employee can file a complaint under the Title IX with OCR. Inquiries regarding compliance with State or Federal laws governing discrimination may be directed to:

Superintendent (designee)  
Independent School District #309  
301 Huntsinger Avenue  
Park Rapids, MN 56470

Office of Civil Rights, Chicago Office (Region V)  
U.S. Department of Education  
500 W Madison Street Suite 1475  
Chicago, IL 60661  
312-730-1560 FAX: 312-730-1576

Equal Employment Opportunity Commission  
330 S 2<sup>nd</sup> Avenue Suite 430  
Minneapolis, MN 55401  
800-669-4000  
612-335-4040

MN Dept. of Human Rights  
Freeman Building  
625 Robert Street North  
St. Paul, MN 55155  
Toll Free:800-657-3704  
TTY: 651-296-1283 Fax: 651-296-9042

Start Dates for Sports	
Volleyball	Aug .15th
Football	Aug .15th
Cross Country	Aug .15th
Girls Tennis	Aug. 15th
Girls Swimming	Aug. 15th
Girls Basketball	Nov. 14th
Gymnastics	Nov. 14th
Boys Hockey	Nov. 14th
Boys Basketball	Nov. 21st
Wrestling	Nov. 21st
Boys Swimming	Nov. 28th
Softball	March 13th
Golf	March 20th
Track	March 13th
Baseball	March 20th

## Harassment Policy

### GENERAL STATEMENT OF POLICY

Harassment is a form of discrimination, (sexual, religion, racial) which is AGAINST THE LAW. It is the policy of Independent School District #309 to maintain a learning and working environment that is free from any type of harassment. The school district prohibits any form of sexual, racial or religious harassment. Everyone at district #309 has a right to feel respected and safe. Consequently, we want you to know about our policy to prevent religious, racial or sexual harassment and violence of any kind. Please refer to the Park Rapids Area High School Student Handbook that was given to you or your student.

## Bullying

- A. Bullying is intimidating, threatening abusive or hurtful conduct
- B. It is objectively offensive and
- C. The conduct involves an imbalance of power and is repeated or
- D. The conduct immaterially and substantially interferes with a student's education or ability to participate in school activities.

Bullying fall into 2 categories: (1) Behavior that involves an imbalance or power and pattern, or, (2) behavior that significantly affects a student's ability to participate in school, classes or events. The fact that someone is simply offended is insufficient to meet this standard. There must be substantial interference with the student's educational opportunity or rights. Bullying incidents will be handled according to the Park Rapids Area School Board Policy 514. Copies of this policy are available on the District website or in the District Office.

## Medical Information

**Physical Exam:** Any student who intends to participate in Senior High and Middle School interscholastic athletics and cheerleading activities, must have on file in the school, record of a physical examination performed by a physician within the previous three years. A health questionnaire must be completed annually and will include the following: A statement by the parent or guardian that the student has no known existing

physical condition which would preclude participation and the signature of the parent or guardian, which approves participation in athletics or cheerleading activities. The student must pay cost of the physical examination. No student athlete may practice or participate in an activity until a valid physical exam record is on file in the Activities Director's office.

**Insurance:** If you do not have medical insurance of

your own, an athlete may subscribe to the insurance program which will be made available to the students. If injuries do occur, and the athlete is not a member of the insurance group, the parents will have to accept the responsibility of payment.

**Injuries:** Notify the coach at once. If medical attention is necessary, you may go to the doctor of your choice. Once the athlete seeks medical attention they will have to pre-

sent the activities director a slip from the doctor stating they are able to return to competition before they are able to participate.

We have the service of a certified athletic trainer, provided by CHI St. Joseph's Health, sign up in the Student Services Office.

## Participation Fees

All participation fees for District 309 Middle School, and High School have been removed for the 2022-2023 school year.

This does not include summer activities and community education sponsored activities.

Some activities may require a fee for equipment, apparel, meals, and travel costs.

### PARTICIPATION FEES 2022-23 SCHOOL YEAR PARK RAPIDS AREA SCHOOLS

HIGH SCHOOL  
\$0.00

MIDDLE SCHOOL  
\$0.00

HIGH SCHOOL  
MUSIC - \$0.00

SPEECH - \$0.00

FALL PLAY - \$0.00

WINTER PLAY -  
\$0.00

ONE ACT - \$0.00

FAMILY CAP - \$0.00

# Responsibilities

## Scholastics:

While extra-curricular activities are very important to your over all development, it is even more important to do as well as you can academically. School attendance and schoolwork must come first.

## Extra-curricular Academic Eligibility Rules

1. This policy applies to all students involved in any activities which extend beyond the regular classroom program.
2. Eligibility refers to participation in contest, public performances or any activities causing students to miss classroom time in other subjects. Students may, at the discretion of the coach/advisor, practice for the activity.
3. To be eligible for participation, a student must be making satisfactory progress.  
 "Satisfactory progress" is achieved by:
  - a. maintaining a passing grade in all classes;
  - b. earning sufficient credits to graduate on schedule (6 per trimester); and
  - c. regular attendance in all classes.

The following is a summary of procedures to be followed regarding the eligibility or ineligibility of participants in extra-curricular activities. In this process, three categories of student/participants are considered.

- a. **GRADUATION CREDITS:** It is possible to earn 84 credits in the regular 3 trimester, 7 period per day schedule. Students must earn 72 trimester credits to graduate from PRAHS. Credits are earned beginning with the 9<sup>th</sup> grade year. In order to be "on track" to graduate "on time" students must have accumulated credits according to the following criteria, at the end of the respective grading periods.
- b. **FAILURES FROM A PREVIOUS GRADING PERIOD:** After failing, a student shall be ineligible for

Trimester	Grade 12	Grade 11	Grade 10	Grade 9
Fall	58	37	16	
Winter	65	44	23	2
Spring		51	30	9

the next two contests after report card grades are distributed. If the activity they are registered in has less than 10 regularly scheduled season events, the student will miss the first contest after grades are distributed. Beginning Wednesday of the second week of a new trimester, students will take an eligibility slip to all their current teachers. This will continue on a weekly basis for 4 weeks during the current trimester. No student who has failed a class will be allowed to participate in extra-curricular activities until they are passing all their current classes.

- c. **CURRENT STATUS OF ALL OTHER PARTICIPANTS:** During each grading period there will be an academic check every Monday throughout the year starting the second week of school. Any students who are failing at this time will serve a one-week probationary period, but continue to practice and participate. After one week has passed from the initial date that grades were checked, students who are on probation will have another academic check of their classes to ensure they are passing all courses. Any probationary students who are now failing will be deemed ineligible until they are passing all classes. They will need to prove to the AD that they are passing all classes. This cycle will continue throughout each trimester.

5. A student who has failed a class will have to serve the penalty described under Letter B (Failing from a previous grading period) even if they participate in the Credit Recovery Program.
6. A request for a review from any person involved will be referred to a review board made up of the High School Principal, Activities Director and the classroom teacher who issued the failure. The student and the parents may be present if they desire.

**Conduct:** Remember you are a representative of Park Rapids High School. Please act accordingly.

**ATTENDANCE AT PRACTICE/ CONTEST PARTICIPATION:** Be present at all practice sessions. If for some important reason, you cannot attend, please contact the coach in advance. **In addition, please note that any student who is judged to be truant by school administrators or the activities director will forfeit their right to participate in the next contest/game/activity.**

## UNEXCUSED ABSENCE

Any absence deemed unexcused by the coach will result in the athlete missing the next contest. The second unexcused absence may result in the athlete being dismissed for the team as dictated by team policy.

## CELL PHONE POLICY

Cell Phones will be collected at a time dic-



## Responsibilities continued

Continued from page 5

tated by the head coach. This is a result of many athletes having smart phones and athletes using them for homework/ listening to music. The MSHSL does not allow electronic devices in locker rooms during contests. During home events athletes will be encouraged to keep cell phones in their school lockers or leave them in their cars. Cell phones will be returned to the students once they board the bus to return home.

**ELECTRONIC SOCIAL MEDIA** – In communicating via media like **Facebook**, **MySpace**, **Twitter**, text, email ect., any words, pictures, gestures, ect., which are malicious, vindictive or degrading will not be tolerated. Any proof of misuse must be presented to the Activities Director or High School Principal. Failure to comply with result in enforcement of MSHSL Code of Conduct By Law 206.

When a student receives a penalty or suspension for a violation of School Code of Conduct policies or a violation of MSHSL By-Law 206 – Good Standing, the student and his or her family shall have the opportunity to have a review of the penalty or suspension by the high school principal or designee. (This is new language that the MSHSL is requiring to be listed in our handbook.)



**EQUIPMENT:** Once the coach has checked out equipment to you, it becomes your responsibility. All equipment must be checked back in at the end of the sport season.

If a lock is issued, it becomes your responsibility to check it in at the end of the sport season. If you fail to do this, you will be charged the equivalent of the replacement for the lock.



Lockers must be kept clean at all times; personal equipment must be washed.

Dressing rooms must be kept clean at all times. Equipment and towels must be put away.

If your equipment needs repair, report it immediately.

**NOTE TO PARENTS AND GUARDIANS:** Make certain, in cooperation with the family physician, that your athlete is fit to undergo the rigors of play. Assist the school by aiding the athlete to follow the training rules established by the school and otherwise to keep the athlete in the best possible condition which may influence a youth's ability to participate safely in athletics. Assist the school in carrying out its policies for protection of athletes as those relate to the individual player.

When a student receives a penalty or suspension for a violation of School Code of Conduct policies or a violation of MSHSL By-Law 206 – Good Standing, the student and his or her family shall have the opportunity to have a review of the penalty or suspension by the high school principal or designee. (This is new language that the MSHSL is requiring to be listed in our handbook.)



## Student Training and Eligibility Rules

**PHILOSOPHY AND PURPOSE:** The Park Rapids Public Schools and the Minnesota State High School League recognize the use of mood-altering chemicals as a significant health problem for many adolescents, resulting in negative effects on behavior, learning and the total development of each individual. The misuse and abuse of mood-altering chemicals for some adolescents affects extra-curricular participation and development of related skills. Others are affected by the misuse and abuse by family, team members or other significant persons in their lives.

**LOCAL & MSHSL RULES:** During the calendar year, regardless of the quantity, a student shall not: (1) use or have in possession a beverage containing alcohol (2) use or have in possession tobacco; or (3) use or consume or have in possession, buy, sell, or give away any other controlled substance.(4) use or consume, have in possession, buy, sell or give away products containing or products used to deliver nicotine, tobacco product and other chemicals. "Tobacco products" means: any product containing, made, or derived from tobacco that is intended for human consumption, whether chewed, smoked, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, or any component, part or accessory of a tobacco product, (5) use or consume, have in possession, buy, sell or give away any substance or product where the intent of such use of the substance or product is to induce intoxication, excitement, or stupefaction of the central nervous system, except under the direction and supervision of a medical doctor. Such substances or products shall include, but are not limited to, synthetic drugs, gasoline, glue, aerosol devices, bath salts and any substances addressed by Minnesota or Federal Law. Not limited to By-Law 205.00 Chemical Eligibility, By-Law 206.00 Good Standing and PRAHS Policy 598 Chemical Use Violations (see page 7).

The rule applies to the calendar year. It is not a violation for a student to be in possession of a controlled substance specifically prescribed for the student's own use by his/her doctor.

Please refer to a copy of the Minnesota State High School League Athletic or Fine Arts Eligibility Information that was given to you or your student.

## Park Rapids Area Schools Policy 598 Chemical Use Violations

### I. PURPOSE

The purpose of the Chemical Use Violations policy is to provide information and guidance to students, parents and staff regarding the associated consequences and penalties of student chemical use.

### II. CATEGORY ONE ACTIVITIES

These activities are Minnesota State High School League (MSHSL) sponsored scheduled interscholastic contests, exclusive of MSHSL sponsored tournaments.

#### A. First Violation:

After the first confirmed violation student shall lose eligibility for the next two consecutive interscholastic contests or two weeks, (14 calendar days), whichever is greater, of a season in which the student is a participant.

Student will also complete an educational component related to the violation as part of their penalty to be eligible to return to competitions. Confirmation of completion must be submitted to the Activities Director prior to reinstatement.

#### B. Second Violation:

After the second confirmed violation student shall lose eligibility for the next twelve (12) consecutive interscholastic contests or four weeks, (28 calendar days), whichever is greater, of a season in which the student is a participant. Student will also complete an educational component related to the violation as part of their penalty to be eligible to return to competitions. When appropriate, the student shall seek a community agency or a professional individual outside the school for assessment of potential chemical abuse or misuse before being eligible to return to competition. Confirmation of completion must be submitted to the Activities Director prior to reinstatement.

#### C. Third Violation:

After the third confirmed violation student shall lose eligibility for the next twenty consecutive interscholastic contests or eight weeks, (56 calendar days), whichever is greater, of a season in which the student is a participant.

If after the third or subsequent violations, the student will complete a chemical dependency program or treatment program, and is assessed as chemically dependent and completes treatment, the student may be certified for reinstatement in MSHSL activities after a minimum period of six weeks after entering the program. Such certification must be issued by the director or a chemical dependency treatment center. Confirmation of completion must be submitted to the Activities Director prior to reinstatement

#### D. Fourth Violation:

After the fourth confirmed violation the student will lose eligibility for one calendar year. The student must continue to participate in the activities they have in the past and must remain in good standing throughout the one-year violation period.

The student will become a participant in a treatment program and successfully complete the program and be issued a certificate of completion. Confirmation of completion must be submitted to the Activities Director prior to reinstatement.

### III. CATEGORY TWO ACTIVITIES:

These activities are not MSHSL sponsored scheduled interscholastic contests and defined as local school sponsored events and activities. All local school events will fall under category two. These events and activities include homecoming and snow days' privileges (dance and coronation/royalty as a participant), prom, and all other school sponsored activities sponsored by school groups. Participation in graduation activities for graduating seniors will not fall under this policy.

#### A. First Violation:

After the first confirmed violation student shall lose eligibility for the next public performance or competition.

#### B. Second Violation:

After the second confirmed violation student shall lose eligibility for the next two public performances or competition.

#### C. Third Violation:

After the third confirmed violation student shall lose eligibility for the next four public performances or competition.

#### D. Clarifications:

- a. Pep Band performances will not be considered a scheduled event.
- b. Violations will result in loss of privileges for Homecoming and Sno Days Royalty for one year.

### IV. VIOLATIONS: CAPTAINS AND LEADERS

A. Any student serving as a Leader or Captain of a Park Rapids High School team or activity will lose his/her Leader or Captain status immediately after the first violation of the school's code of eligibility. For seniors, this will also mean total ineligibility for a Captaincy or Leader role in all other sports and activities during the remainder of that senior's school year. Students cannot be reinstated as a Leader or Captain.

B. Students other than seniors, may be eligible to be a Captain, or Leader while a senior, even if there was a single violation in any year prior to their senior year. The desire here is not to forever punish a student for a single time mistake that they may have made while a freshman for instance.

C. Any second violation, regardless of when it occurs, makes the individual forever ineligible for any Leadership, or Captaincy role of any High School team or activity. This would also apply to student "Royalty".

## MSHSL Eligibility

The Park Rapids Area High School is a member of the Minnesota State High School League and adheres to the rules, regulations and policies of the League. Students who participate in League sponsored activities shall be furnished a copy of the League "Eligibility Information Bulletin." The form must be signed by the student and parent/guardian and returned to the athletic office. The portion of the form containing the rules is to be retained by the student.

Students planning to participate in athletics must attend a pre-season rules meeting each year. The Minnesota State High School League & Park Rapids Area Schools rule forbidding "use/abuse of chemicals and/or tobacco" shall apply throughout the entire calendar year. This includes summer vacation as well as the school year.

## Transportation

Our school district provides transportation for all of its students to and from all contests. All squad members will be transported in this manner. Under no circumstances should a coach permit a student to go to or come home from a contest with other students or driving themselves. Each student participant shall travel to the contest with the team. The student may travel home from the event with parents only if the parent requests this of the head coach after the contest. Other transportation home from a contest must be prearranged by the student/parent through a phone call to the Activities Director must be made before the team leaves before permission is granted.

## Earning a Letter

1. In order to earn a letter in any activity, the student must show that he/she has been a credit to his/her school and community and has been a good example to the youngsters following in his/her footsteps. Considerations will be politeness, courtesy, positive attitude in and out of the classroom, abiding by school policies and training rules.
2. Time played is reviewed by the coaching staff. A senior may earn a letter if practice time and experience merit it. The awarding of a letter will be in the judgment of the head coach. Practice records of all candidates for letters must show near perfect attendance. (There is a possibility that a player may have enough playing time and not receive a letter -- the reason being not having the proper attitude, conduct, and not doing satisfactory work in class.)
3. During any season, if the student breaks any MSHSL rule, including By Law 205 and By Law 206, or PRAHS Policy 598, he/she shall be disciplined according to the Park Rapids High School rules and in addition he/she forfeits the right to all post season awards and forfeits the opportunity to earn a varsity letter in that season.
4. The student may continue to play on the team after having met the requirements set down by Park Rapids Area High School. A season shall start the first day of practice and end with the awards program. If two seasons overlap, then the withholding or forfeiture of the letter will be for the sport whose season is finishing.
5. A student earning a letter will receive only one varsity letter, this includes Fine Arts, Academic and Athletic. Emblems and service bars will be given to each student as he/she earns them.
6. Each activity will determine its own recognition program at the conclusion of the season.
7. All By-Law 206.4 Ejections from a Contest. All player ejections may be reviewed by a committee to evaluate the ejection and deem if the forfeiture of their letter and all post seasons awards should be applied. Requests for review of ejection must be made in writing to Activities Director by the player or their parents. The committee will consist of the Activities Director, School Board Member, High School Principal and two coaches from the Park Rapids Coaches Association.

## Attendance, Additional Expectations

1. **Participation in school activities:** Students who are absent for more than one-half day shall not participate in school activities that day or evening. To be eligible to participate in extra-curricular activities, students must be in school no later than the start of 5th period/ and or at least 3 class hours prior to departure time of the school activity on the particular day. This does not apply to absences due to school activities, college visits or other circumstances approved by the principal.
2. When participants return late at night from games played during the week the student is expected in school the next morning to attend all classes as usual.
3. When coaches and team members approve additional rules for their activity, the rules will be a part of the Park Rapids High School Policy and must be adhered to by all members of the team.
4. When traveling to away contests students will travel in appropriate clothing for weather conditions. This includes coats hats and mittens during times of cold weather.



## Procedure for registering for extra-curricular activities

All extra-curricular registration is to be completed online. This link can be found on the Park Rapids Schools website, [www.parkrapids.k12.mn.us](http://www.parkrapids.k12.mn.us). This link will walk you through the registration process. Once all necessary forms are complete and payment is made, print out the receipt and present this to your coach as proof of registration.

Physical forms still need to be turned into the high school office and renewed every three years. If your physical is expired, you will be alerted by the registration system and will be unable to complete registration until a new physical is on file at the school.

The following forms will need to be filed out through the registration system:

**Minnesota State High School League Parent's Permit And Athletic Eligibility Statement** - The parent/guardian signs twice and student signs once. Please fill in all blanks and answer all questions.

**Physical Form** - Physicals are needed every 3 years for the following athletes: All athletes grades 5-12 who participate in District 309 athletic programs with the exception of designated Community Education Programs. Turn in your Physical Forms to the Assistant AD.

**Attending the rules meeting.** You must sign an attendance sheet or have a coach verify that you have met this requirement.

**Receive the Extra-curricular handbook.** (This book) Signatures are required from parent and athlete on the last page of the handbook.

**The following students must attend the rules meeting and sign for receiving the handbook:** All athletes grades 7-12 and fine arts students grades 9-12.

## SCHEDULES & UP-TO-DATE INFORMATION

Schedules will be made available to students from their respective coaches. If you need more information on up-to-date schedule changes of contests and practices, contact the coach and/or Activities Director. "Public information shall include names and pictures of students participating in or attending extra-curricular activities, school events, and High School League activities or events."

Park Rapids Activities Department is currently using a web based program for Activities scheduling called "**RschoolToday**"

[www.msconference.org/](http://www.msconference.org/) -- Mid State Conference home page —Click on Park Rapids

or

from Park Rapids Schools home page <http://www.parkrapids.k12.mn.us/>

—click on the Panther Schedules Icon.

## Early Dismissal for Activities

On occasion it becomes necessary to dismiss athletic teams or other groups from school. An effort will be made to keep early dismissals for teams or other groups for school related activities to 5 times per team/group/student per season (Fall, Winter, Spring) At the discretion of the Activities Director and Principal, the number of early dismissals may vary. A school day or any part of shall be counted as an "early out." "Early out" does not apply to Conference Tournaments or post-season competition.

## Communication

Communication is the key to making Panther activities a positive experience for all student-athletes, parents, and coaches. We are all a part of a team. Everyone makes valuable contributions to the success of a team. We need to take the role of effective communicators very seriously and follow the following guidelines:

### **Communication parents should expect from a coach:**

1. Expectations that the coach has for your child and the team as a whole
2. Locations and times of all practices and contests

Team requirements

### **Communication coaches should expect from players:**

1. Athletes should express concerns immediately and directly to the coach in a manner that does not interfere with the team in a practice or game situation.
2. Student-Athletes should notify the coach of any schedule conflicts well in advance.
3. Student-Athletes should notify the coach of specific concerns in regard to a coach's philosophy and/or expectations.

### **Procedures for Handling Activity Complaints**

To allow for an expression of differences that may occur within the district's activities, the following process should be followed:

No conflict between a parent, student, official or coach, director should be addressed during or immediately following a contest or production. The contest site, practice area, lobby or locker room is not an appropriate place to handle a conflict. Coaches/Directors are not to meet or deal with questions or conflicts at these times or in these places. **Most conflicts are better resolved with an appropriate cooling down period. After such, the affected parties should contact the coach within 24 hours of the incident.**

We welcome parents to contact coaches/directors by calling them at school during school hours. Parents should not contact coaches/directors at home, except in case of emergency (e.g. athletic injury or unexpected absences from scheduled events).

Any discussion regarding playing time decisions or performance opportunities with any coach, advisor, or administrator must be initiated by the student athlete. Students athletes are encouraged to advocate for themselves when it pertains to playing time decisions.

### **Steps for Conflict Resolution**

#### **Step One – Participant Concerns**

A meeting between the student and the coach/director should be held and may be initiated by the coach/director or the student.

OR

#### **Step One – Parent Concerns**

A meeting involving the coach/director can be requested by the parent directly by calling coach/director, or activities director may be utilized as a point of contact for athletics and requested to set up meeting. If so desired, the activities director may also facilitate the meeting.

#### **Step Two – Concerns**

If a resolution is not achieved and a parent and/or student desires further intervention or discussion on the issue, a meeting with the activities director and principal may be held to handle athletic related issue. For activities a meeting with the principal and, if the principal has already been involved, with the superintendent, may be held.

#### **Step Three – Concerns**

If the conflict still has not been resolved, it may be referred directly to the superintendent, and if he/she so chooses, to the Board of Education.

## Complaints—Students Employees, Parents, Other Persons

1. **Purpose** – The school district takes all concerns or complaints by students, employees, parents or other persons seriously. If a specific complaint procedure is provided within any other policy of the school district, the specific procedure shall be followed in reference to such a complaint. If a specific complaint procedure is not provided, the purpose of the policy is to provide a procedure that may be used.
2. **General Statement of Policy** – A line of communication is a well-defined communication process used to resolve issues in the most reasonable fashion possible involving the fewest people. If there are problems or questions in regards to your child’s involvement in an extra-curricular activity, please first contact the coach of your son’s/daughter’s activity. If the problem is not resolved at that level, your next line of communication would be the head coach, activities director, building principal and superintendent.
3. **Informal Phase:**
  - A. Any employee of the District hearing of a concern, complaint or conflict, should direct the complainant to the immediate supervisor of the person against whom the complaint is directed.
  - B. The immediate supervisor is responsible for arranging a meeting with the complainant and when applicable, a staff member, at the earliest possible time. This should not exceed 10 school days after being notified of the concern or complaint.
    - a. The purpose of this meeting is to resolve the problem to the satisfaction of those concerned if at all possible. The role of the immediate supervisor is to act as a mediator.
    - b. If resolved, fill out for 103al.
4. **Formal Phase of Complaint Resolution:**
  - A. If the appropriate supervisor and complainant are not able to resolve the problem informally, the immediate supervisor shall:
    - a. Notify complainant of further steps available in the complaint process.
    - b. Request complainant to complete Form 103A-Concerns, Conflict and Complaint Form, indicating the action desired by the complainant, if not already accomplished.
    - c. Provide a copy of the concern or complaint to all affected parties (supervisor, complainant and party to whom the complaint is toward).

### BULLYING

## Concussion Management Recommendations for MSHSL Athletes

### **Acute injury**

When a player shows any symptoms or signs of a concussion, the following should be applied.

1. The player should not be allowed to return to play in the current game or practice.
2. The player should not be left alone, and regular monitoring for deterioration is essential over the initial few hours after injury.
3. The player should be medically evaluated after the injury.
4. Return to play must follow a medically supervised stepwise process.

A player should never return to play while symptomatic. "When in doubt, sit them out!"

### **Return to play protocol**

As described above, most injuries will be simple concussions, and such injuries recover spontaneously over several days. In these situations, it is expected that an athlete will proceed rapidly through the stepwise return to play strategy.

During this period of recovery in the first few days after an injury, it is important to emphasize to the athlete that

*(Continued on page 12)*

(Continued from page 11)

physical and cognitive rest is required. Activities that require concentration and attention may exacerbate the symptoms and as a result delay recovery.

The return to play after a concussion follows a stepwise process:

1. No activity, complete rest until all symptoms have resolved. Once asymptomatic, proceed to level 2.
2. Light aerobic exercise such as walking or stationary cycling, no resistance training.
3. Sport specific exercise—for example, skating in hockey, running in soccer; progressive addition of resistance training at steps 3 or 4.
4. Non-contact training drills.
5. Full contact training after medical clearance.
6. Game play.

With this stepwise progression, the athlete should continue to proceed to the next level if asymptomatic at the current level. If any post-concussion symptoms occur, the patient should drop back to the previous asymptomatic level and try to progress again after 24 hours.

In cases of complex concussion, the rehabilitation will be more prolonged, and return to play advice will be more circumspect. It is envisaged that complex cases should be managed by doctors with a specific expertise in the management of such injuries.

An additional consideration in return to play is that concussed athletes should not only be symptom-free but also should not be taking any pharmacological agents/drugs that may affect or modify the symptoms of concussion. If antidepressant treatment is started during the management of a complex concussion, the decision to return to play while still receiving such medication must be considered carefully by the clinician concerned (see below).

When there are team physicians experienced in concussion management with access to immediate—that is, sideline—neurocognitive assessment, return to play management is often more rapid, but it must still follow the same basic principles, namely full clinical and cognitive recovery before consideration of return to play.

Neurocognitive testing, utilizing computerized program like CogSport (Concussion Sentinel), Impact, and Headminders, can be a useful adjunct to the management of concussion in high school athletes and are best applied to the management of concussion when there is a baseline test to use for comparison after concussion. Baseline testing should be considered for athletes competing in contact sports, especially football, ice hockey, soccer, wrestling, and basketball. Testing is most cost effectively applied after symptoms have resolved.

For more information please refer to the references listed below and [www.concussionsafety.com](http://www.concussionsafety.com).

### Signs Observed By Coaching Staff

Appears dazed and stunned  
 Is confused about assignment or position  
 Forgets sports plays  
 Is unsure of game, score, or opponent  
 Moves clumsily  
 Answers questions slowly  
 Loses consciousness (even briefly)  
 Shows behavior or personality changes  
 Can't recall events prior to hit or fall  
 Can't recall events after hit or fall

### Symptoms Reported By Athlete

Headache or “pressure” in head  
 Nausea or vomiting  
 Balance problems or dizziness  
 Double or blurry vision  
 Sensitivity to light  
 Sensitivity to noise  
 Feeling sluggish, hazy, foggy, or groggy  
 Concentration or memory problems  
 Confusion  
 Does not “feel right”

## Staff

**Activities Director** ----- Jeremy Nordick  
Phone 237-6550

**Activities Secretary** ----- Dotti Seifert  
Phone 237-6400

### BASEBALL

Head Coach ----- Kevin Murphy  
Assistant Coaches ----- Stephen Funk  
TJ Erickson

Middle School Coaches ----- Jeremy Anderson  
Bob Kapsner

### BASKETBALL (BOYS)

Head Coach ----- Joshua Meader  
Assistant Coach ----- TBD  
Freshman Coach ----- Joe Morgan  
7th/8th Grade Coaches ----- Eric Hillesland.  
Garrett Kovach

### BASKETBALL (GIRLS)

Head Coach ----- Nic Lembcke  
Assistant Coach ----- Josh Yliniemi  
Freshman Coach ----- Krystal Murphy.  
7th/8th Grade Coaches ---- Andrew Lachowitzer  
Matt Brandt

### CROSS COUNTRY

Head Boys/Girls Coach ----- Pat Richard

### FOOTBALL

Head Coach ----- Jeremy Nordick  
Assistant Coaches ----- Jesse Bucholz  
Kevin Murphy, Wyatt Sanford  
Jeb Sanford, Josh Popanda  
JV Coaches ----- Wyatt Sanford, Jeb Sanford  
Middle School Coaches ----- Garrett Kovach  
Gabe Sturtz, TBD, Josh Cook

### GOLF (BOYS)

Head Coach ----- Jeff Anderson  
Middle School Coach ----- Walt Harrison  
Morgan Marcussen

### GOLF (GIRLS)

Head Coach ----- Brent Vandal  
Assistant Coach ----- Walt Harrison  
Middle School Coach ----- Morgan Marcussen

### GYMNASTICS

Head Coach ----- TBD  
Assistant Coaches ----- Matt Backmann  
Jimmy Sanchez

### HOCKEY (BOYS)

Head Coach ----- Bill Moore  
Assistant Coaches ----- Sam Coborn

### SOFTBALL

Head Coach ----- Marion Goeden  
Assistant Coach ----- Kevin Cederstrom  
Ken Tretbar  
Ken Bynum  
Middle School Coach ----- Ashley Hensel  
Josh Cook

### SWIMMING (BOYS)

Head Coach ----- Megan Rykhus  
Assistant Coaches ----- Baylee Gartner

### SWIMMING (GIRLS)

Head Coach ----- Todd Fritze  
Assistant Coaches ----- Kristi Goochey  
Bailee Gartner

### TENNIS (GIRLS)

Head Coach ----- Brianne Morris  
Assistant Coach ----- Lane Miles.  
Middle School Coach ----- Ashley Hensel.





Parents/Guardians:

Park Rapids School District does not provide any type of health insurance for injuries incurred by your child at school.

We encourage all families to have accident coverage on their children, prior to participation in any sports or school sponsored activity. If you feel your coverage is adequate, please sign the statement below.

If you are interested in purchasing accident insurance you may do so by enrolling online at [www.k12StudentInsurance.com](http://www.k12StudentInsurance.com)

**Parental Insurance Waiver**

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Student's Name \_\_\_\_\_

We, the undersigned, feel we have adequate insurance protection for our child while practicing or participating in Inter-scholastic Sports.

Parent/Guardian Signature \_\_\_\_\_

Date \_\_\_\_\_

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I the undersigned have received and read the Park Rapids Co-Curricular Handbook for the 2022-2023 school year.

Print athlete's name \_\_\_\_\_ Grade \_\_\_\_\_

Athlete's Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_