

TIVY HIGH SCHOOL
EXTRACURRICULAR STUDENT HANDBOOK
2019-2020



Tivy High School Vision Statement:

“As we enter Tivy with dreams, let us grow with honor; as we go forth let it be with excellence.”

Extracurricular School Activities

Participation in school-sponsored activities is an excellent way for a student to develop talents, receive individual and team recognition, and build strong friendships with other students; participation is a privilege, not a right.

Both parenting and teaching are extremely difficult vocations. By establishing an understanding of each position, we are better able to accept the actions of the other and provide a greater benefit to the student. As parents, when your student becomes involved in our programs, you have a right to understand what expectations are placed on your student. This begins with clear communication. The purpose of this handbook is to open those lines of communication.

Communication you should expect from your student's program:

1. Philosophy of the program and sponsor
2. Locations and times of practices, rehearsals, contests, events, etc.
3. Team requirements, e.g. practices, special equipment, specific sport/program expectations

Communication sponsors/coaches expect from parents:

1. Concerns expressed directly to the coach/sponsor in the format and time-frame requested
2. Notification of any scheduling conflicts in advance when possible
3. Questions and concerns regarding your student

There are situations that may require a conference between sponsor/coach and parent. When these conferences are necessary, the following procedures should be followed to help promote a resolution:

1. Call the sponsor/coach to set up an appointment using the school phone number and extension.
2. Please avoid attempting to confront a sponsor/coach before or after a contest or practice unless in the event of an emergency.

Research suggests involvement in extracurricular activities develops character traits necessary for success during adulthood. We are proud to offer a program that allows us the opportunity to educate the whole-child.

This handbook will outline the purpose as well as the expectations of Kerrville ISD students. Students who abide by school and extracurricular activities policies will be allowed to represent Kerrville ISD.

Purpose of Extracurricular Activities

Our goal: The student shall become a more effective citizen and productive member of society by participating in activities to develop teamwork, dedication, responsibility, and accountability.

Our specific objectives: The student will learn:

1. To work with others—in a democratic society, a person must develop self-discipline, respect for authority, and the spirit of hard work and sacrifice. The team and its objectives must be placed higher than personal desires.
2. To be successful—our society is competitive. We do not always win, but we succeed when we continuously strive to do so. You can learn to accept defeat only by striving to win with earnest dedication. A successful person has a desire to excel and a “never quit” attitude.
3. To develop sportsmanship and respect for others—to accept any defeat or victory like a true sportsman knowing one has done his/her best. We will work to develop desirable social traits including emotional control, honesty, cooperation, and dependability. We will require respect for opposing students/athletes, sponsors/coaches, officials, spectators, and support groups.
4. To improve---continual improvement is essential. Students should establish goals and work to achieve those goals.
5. To enjoy the process—it is necessary for students to enjoy participation, to acknowledge all of the personal rewards to be derived from athletics, and to give sufficiently of themselves in order to improve the program.
6. To strive for excellence in all they do—never settling for less than their best effort.

Requirements for Participation

Full-time student: A student must be in attendance as a full-time student in Kerrville ISD schools in order to participate in any extracurricular activity including tryouts. Students moving into the district trying out for next year's activities will need to meet with an administrator for approval.

Academic Eligibility: (University Interscholastic League requirements for all students 7th-12th grade)

A student who receives a grade below 70 at the end of the grading period in any academic class may not participate in extracurricular activities for at least three school weeks.

A student with disabilities who fails to meet the standards of Individualized Education Program (IEP) may not participate for at least three school weeks.

An ineligible student may practice or rehearse.

A student in 9-12 grade may participate in extracurricular activities on or off campus at the beginning of the school year only if the student has earned the cumulative number of credits in state-approved courses:

- a. Beginning the ninth grade year—must have been promoted from eighth to ninth grade.
- b. Beginning the tenth grade year—must have at least 5 credits towards graduation.
- c. Beginning the eleventh grade year—must have at least 10 credits towards graduation or during the preceding 12 months, he/she must have earned 5 credits.
- d. Beginning the twelfth grade year—must have 15 credits towards graduation or during the preceding 12 months, he/she must have earned 5 credits.

Grades will be reviewed at the end of each 3 week period to monitor student eligibility.

Learning Objectives: Learning objectives in extra-curricular activities are based on performance skills, responsibility, and participation. Therefore, students are expected to fulfill individual as well as group responsibilities.

Students engaged in extracurricular activities are expected to participate in all practices, performances, competitions, and other identified events as defined by the sponsor or coach.

Academically ineligible students may practice or rehearse with other students, but may not participate in a competition or other public performance.

Since band, choir, orchestra, and dance are performance-based courses and team activities, all students are required to attend all performances and rehearsals. Therefore, students may have points deducted as follows:

- Unexcused absences from rehearsal or practices that are extensions of classroom activities such as section rehearsals could result in lowered/failing daily grade.

- Unexcused absences from a performance that is an extension of classroom activities, such as school concerts or dance recitals, could result in lowered/failing test grade.
- An unexcused absence is defined as an absence that the coach or sponsor has no prior knowledge of and/or is based on a reason that is unacceptable. Acceptable reasons for an absence include medical emergency or illness, a death in the family, a religious holiday, or a family emergency. Best practice is to communicate with sponsor or coach as early as possible.

Health/Welfare: Certain activities require physical stamina and capabilities. Before students participate in these types of activities, the sponsor or coach may require evidence of a physician's or parent's approval before the student is allowed to participate in the activity/organization.

A student who wished to participate in, or continue participation in, the district's athletic program governed by the UIL must submit physical certification from a health-care provider authorized under UIL rules that the student has been examined and is physically able to participate in the athletic program.

The examination is required every year beginning when a student enters 7th grade. The physical must be completed before an athlete can be eligible to tryout and/or practice for a sport.

Injury/Illness: Students with injuries or illnesses will be allowed to attend practices, performances, or other event relating to the activity/organization and allowed to participate only to the extent authorized by written order of the student's physician.

Students should make every effort to schedule health care appointments at times that will not interfere with school activity or participation. If a conflict is unavoidable, the student should inform the sponsor or coach prior to the appointment and provide written documentation, acceptable to the coach or sponsor, of the appointment.

Athletic Trainers: KISD employs two certified athletic trainers who are trained to manage and treat injuries that occur during athletic practices and competitions. If you have questions about the health of your student, please contact the trainers at 257-5589 or call the athletic office.

Additional requirements: Each individual program will cover the requirements for participation in each group in addition to the above requirements.

Extracurricular Code of Conduct

A firm and fair policy of enforcement is necessary to uphold the regulations and standards of Kerrville ISD and its ability to provide opportunities for the students. High standards of conduct and citizenship are essential to maintaining any sound program. The welfare of the student is the major consideration and transcends any other consideration.

Because extracurricular student participants represent their school, and in many circumstances, their community, student participants are held to higher standards of behavior than those specified in the Student Code of Conduct.

A student in grades 9-12 participating in any KISD extracurricular activity shall comply with the following rules of conduct 24 hours a day, 7 days per week, and 52 weeks per year in addition to obeying the rules set forth in the current KISD Student Code of Conduct, the Extracurricular Handbook, rule book, and/or regulations, if any, or rules otherwise communicated to the student in writing by the activity sponsor or coach.

Standards of Behavior: Sponsors/coaches may establish standards of behavior—including consequences for misbehavior—that are stricter than those for students in general. If a violation is also a violation of school rules, the consequences specified in the Student Code of Conduct or by board policy will apply in addition to any consequences specified by the organization's standards of behavior. Sponsors/coaches have the ability to create standards and expectations specific to the nature of their events but the standards will not be less than the standards established in this document.

Discipline Techniques: Each situation will require a different type of discipline. The purpose of the discipline is to help athletes improve themselves and learn from each situation. The different discipline techniques listed below may be used alone or with one or more of the disciplinary techniques in the Student Code of Conduct. The listing is not intended to be a list of progressive sanctions.

- Oral correction
- Cooling off period or "time-out"
- Counseling by sponsor/coach
- Home visit
- Parent-sponsor/coach conference
- Behavioral contracts
- Withdraw of privileges, such as participation
- Dismissal from team or program

The following topics will further outline the expectations of students participating in Kerrville ISD school-sponsored events:

Attendance: Students engaged in extracurricular activities are expected to participate in all practices, performances, competitions, and other events identified by the coach or sponsor. The

coach or sponsor will identify times for required practices, performances, competitions, etc. When an absence is unavoidable, the student is responsible for communicating with the sponsor or coach. Additionally, the student's attendance in school is an integral part of their success on campus and will be monitored by both the school and the coach/sponsor.

Awards: All awards to students for participation in extracurricular activities or organizations must meet criteria set forth in the individual activity/organization's guidelines, as established by the sponsor or coach leading the activity/organization.

"Letters" earned through participation in extracurricular activities will follow the written guidelines of the program and be approved by appropriate district-level office.

Banquets: Banquets may be held for individual organizations during the school year. Funds are not budgeted for banquets at the district level. Please consult the appropriate district level office to determine if a banquet can be held for individual groups as to avoid violating UIL regulations.

Athletic Banquet: The Kerrville Athletic Booster Club will sponsor one recognition banquet per year. Students will be provided one ticket to the banquet.

Club Sports/Outside School Opportunities: Programs/Organizations outside of the school-sponsored activity should not take precedence over the school-sponsored event. The expectation for conflicts should be an obligation to the school event first. Communication with the sponsor/coach is important in avoiding unnecessary conflicts.

College Recruitment: In the event a student/athlete be contacted by a college recruiter for your activity or sport, please communicate with your sponsor or coach. The staff, including sponsors, coaches, and counselors will help the student navigate the requirements of NCAA and college admissions.

Conflict in Activities: A student who attempts to participate in several extracurricular activities will, undoubtedly, be in a position of a conflict of obligations. Students should have the opportunity for a broad range of experiences and every effort will be made to avoid conflicts in scheduling of games, competitions, and performances. When a conflict arises, the student and the sponsors/coaches should communicate with one another to develop a solution to the conflict. If a solution cannot be found between conflicts, the principal and/or athletic director can be consulted to develop an agreeable solution based on the events.

Per TEA and UIL guidelines, students cannot be enrolled in two extracurricular (athletic) periods during the school day. Therefore, students should consider the class period requirement for different groups when selecting activities and organizations.

Disciplinary Removal: If it becomes necessary to consider removing a student from program/organization, the sponsor/coach will notify the principal and/or athletic director. The student will have the opportunity to confer with the sponsor/coach. Parents will receive notification and be invited to attend a conference.

Dress & Appearance: Student appearance during school and activities should reflect class and pride in the program/organization. Student participants should follow Student Code of Conduct dress code regulations including hair color, hair style, and piercings.

Drug & Alcohol Testing Program: Tivy High School will implement random drug testing for students who participate in school-sponsored extracurricular activities including all UIL activities and other school-sponsored activities in which a student represents Tivy High School in competition and/or performance.

The district will contract with a certified drug-testing laboratory to administer the drug test. The contractor will determine the random sample of students to be tested at each testing administration. (Additional information regarding drug-testing policy can be found in KISD School Board policy FNF Local.)

Consequences for students who test positive:

- **First Offense:** The student shall be suspended from applicable extracurricular activities and/or the student's parking permit shall be suspended for 15 school days following the date the student and parents are notified of the results. During the period of suspension, the student may participate in practices, but not in any competitive activities or performances. The student will be subject to retesting for six months following the date of the suspension. The student shall attend a District-approved drug awareness program (including a substance abuse screening inventory) and shall provide evidence of successful completion prior to resuming participation in school-sponsored extracurricular programs.
- **Second Offense:** The student shall be suspended from applicable extracurricular activities and/or the student's parking permit shall be suspended for 30 school days following the date the student and parents are notified of the results. During the period of suspension, the student may participate in practices, but not in any competitive activities or performances. The student will be subject to retesting for nine months following the date of the suspension. The student shall attend a District-approved drug awareness/abuse program and shall provide evidence of successful completion prior to resuming participation in school-sponsored extracurricular programs.
- **Third Offense:** The student shall be suspended from applicable extracurricular activities and/or the student's parking permit shall be suspended for one calendar year following the date the student and parents were notified of the results. During the period of suspension, the student shall not be permitted to participate in practices.
- Following the calendar-year suspension, the administration shall determine, in accordance with administrative regulations, if reinstatement of the student's privileges to participate in applicable extracurricular activities and have a parking permit will be granted. If the student wishes to participate in extracurricular activities or have a parking permit, he or she shall be subjected to retesting for one calendar year following the date of reinstatement.

Equipment: Any district equipment issued to a student is the financial responsibility of the student and for the student's use while participating in a school-related activity/organization. Students must care for district equipment as if it were their own. Equipment must be properly stored, in the proper location, and shall be kept clean and maintained. Students who lose or damage district equipment due to negligence will be required to pay for the cost of replacement. All district equipment must be returned at the end of the school year as directed by the sponsor or coach.

Individually-owned equipment is the sole responsibility of the student; KISD will not be responsible for any loss or damage that occurs to student-owned equipment.

If uniforms are required for an activity/organization, the student shall be required to ensure the uniform is worn at appropriate times and is neat and clean for the practice, performance, or competition.

Loss of Privilege (Deferred Adjudication, Probation, Felony or Class A Misdemeanor): A student in grades 9 through 12 will lose the privilege of participation in extracurricular activities during any period of deferred adjudication or probation. A student in grades 9 through 12 shall lose the privilege of participation in extracurricular activities during any period they are:

- Under indictment for a felony ; or
- Awaiting a final determination of guilt or innocence in connection with either a felony or any offense punishable as a Class A Misdemeanor, whether the felony or offense was committed on or off campus.

Loss of Privilege (Selling or Delivering): Selling or delivering marijuana, alcohol, a controlled substance, a dangerous drug, abusable glue, aerosol paint, or any other mood-changing, mind-altering, or behavior-affecting drug is strictly prohibited and will result in a student's elimination from further participation in all extracurricular activities for:

- First offense, one calendar year
- Second offense, remainder of the student's school career.

Loss of Privilege (Suspension, DAEP, and Expulsion): A student in grades 9 through 12 shall lose the privilege of participation in extracurricular activities during any period of suspension, placement in Disciplinary Alternative Education Program (DAEP), or Expulsion.

Offices, Elections, and Captains: Clubs, organizations, performing groups, and athletic teams could hold elections for student officers. These requirements and regulations will vary from group to group and will be communicated by individual sponsors/coaches.

Other Exams, Screenings, and Guidelines: Every student involved in extracurricular activities must have a medical emergency information on file with the sponsor/coach. Additionally, participants could have additional guideline paperwork required for specific activities and organizations.

Other Disciplinary Removals: The following infractions are also strictly prohibited:

- Using, possessing, or being under the influence of marijuana, a controlled substance, a dangerous drug, abusable glue, aerosol paint, or any other mood-changing, mind-altering, or behavior-affecting drug;
- Using, possessing, or being under the influence of an alcoholic beverage;
- Using or possessing tobacco products, including vapor pens, electronic cigarettes, etc.
- Theft or stealing;
- Engaging in lewd, disruptive, or other offensive conduct that affronts school district standards;

Upon the administration's determination that a KISD student in grades 9 through 12 participating in school-sponsored extracurricular activity has violated any one of these infractions identified above in **Other Disciplinary Removals**, the student will lose the privilege of further participation in that activity as provided below:

- First Offense-Student will be suspended from competition for 15 days. Student will be able to participate in practice and could face additional disciplinary consequences at the discretion of the sponsor/coach.
- Second Offense-Student will be suspended from competition for 30 days. Student will be able to participate in practice and could face additional disciplinary consequences at the discretion of the sponsor/coach.
- Third Offense-Student will be suspended from the program for one-calendar year. Student will not be permitted to participate in practice and/or off-season programs and course schedule changes could apply. The calendar year will be applied from date of infraction.
- Fourth Offense-Student will be suspended from applicable extracurricular activities for the remainder of his or her secondary school career in the District.

Upon determination of a student's removal from participation in school-sponsored extracurricular activities, the student's sponsor/coach will communicate to the student and the student's parent the terms of the removal. Additionally, the sponsor/coach will notify the campus principal and/or athletic director in writing the terms of the removal.

Performance/Game Conduct: Any display of unsportsmanlike conduct, rude or disrespectful behavior, physically or verbally abusive behavior before or during a competition will be suspended for the remainder of the competition. Any display of unsportsmanlike conduct after a competition will result in student discipline. At the discretion of the sponsor/coach and/or administration, depending on the seriousness of the incident, the student could face further suspensions from future contests or performances or dismissal from the program.

School-Sponsored Trips: Students who participate in school-sponsored trips are required to use the transportation provided by the school to and from the event. As approved by the principal, a sponsor or coach of an extracurricular activity may establish procedures related to making an

exception to this requirement when a parent requests that the student be released to the parent or to another adult designated by the parent.

Students will be representing the community and school on trips. Therefore, it is expected that all will dress in an acceptable manner on trips and conduct themselves in a proper manner.

When students miss class because of a school-sponsored event, it is the responsibility of the student to communicate with teacher and to fulfil their academic responsibilities.

Sponsors/coaches will communicate with school administration and teachers in advance of student absences.

Selection: Assignment or enrollment in a class does not ensure that any particular student will be selected for participation in the corresponding extracurricular activity/organization. Selection procedures shall be developed by the coach or sponsor in conjunction with rules and/or guidelines as applicable and communicated to interested students.

Our desire is to see as many students as possible participate in extracurricular activities without unbalancing the integrity of the activity. Time, space, facilities, equipment, and other factors will place limitations on the size of the student groups.

Social Media: Due to the increasing use of social media, photo posting, video sharing, and other online venues such as Facebook, Instagram, Twitter, etc., the following guidelines are established to help guide students and establish parameters for acceptable use of social media.

Whenever a student is wearing Tivy uniform pieces for either competitions or practices, they are representing the school and are an ambassador to the public at large and therefore any images of themselves in uniform must conform to the following guidelines:

- a. Images posted should be appropriate and contain no questionable behavior or attire. Poses must not be suggestive or contain negative innuendo.
- b. Participants wishing to publish images in uniform not related to an official school activity such as game, competition, pep rally, fundraiser, etc. should seek the approval of sponsor/coach. For example: senior pictures, etc.

Additional guidelines for social media images:

- a. Engaging in any activity outside of school or in school that could be construed as inappropriate or as a poor reflection of the high standards set for Tivy students is unacceptable. Conduct will be addressed regardless of the source of the publication.
 - a. Participants seen in an atmosphere with drugs, alcohol, and/or cigarettes/vapes or using drugs, alcohol, and/or cigarettes could result in consequences. (See Other Discipline Removals.)
 - b. Participants seen engaging in salacious activities, dressed inappropriately or scantily, or displaying vulgar or offensive gestures, using vulgar or offensive language could result in consequences. (See Other Discipline Removals).

Student Accident Insurance: Parents can purchase affordable, limited-benefit accident insurance to help pay medical expenses in the event of student injury occurring at school or

while participating in school sports. Coverage is available for all students. For more details, contact the campus secretary, athletic secretary, or athletic trainers.

Quitting: Students are expected to finish activities and sports once they have committed; however, if a student decides to no longer participate in an activity or sport, the student should communicate with the sponsor/coach. A student who quits one sport during season will need to discuss start date in next sport with both coaches and the Athletic Director. Depending on the circumstances, a student may not be able to participate in the next sport without coach and Athletic Director approval. Sponsors/coaches will communicate with parents when a student quits an activity. Students who quit an activity/sport are not guaranteed an opportunity to rejoin that specific activity/sport. Sponsors/coaches will have discretion on a student's ability to return to the sport/activity after having quit that specific sport/activity.