

# CHATFIELD PUBLIC SCHOOLS



## Extra-Curricular Activities Handbook 2018-2019

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# Chatfield Coaching Staff 2018-19

Dan Schindler – Activities Director

## **Football**

Head – Jeff Johnson  
Asst. Varsity – Tom Bance  
B Squad – Josh Berhow  
9th – Kyle Tollefson  
8th – Kirk Affeldt  
7th – Bryan Neis  
Volunteer JH – Joshua Fox  
Volunteer Varsity – Scott Backer

## **Boys Basketball**

Head – Jeff DeBuhr  
B Squad – Ryan Eppen  
9th – Matt Davidson  
8th – Damien Nickelsen  
7th – Josh Berhow

## **Baseball**

Head – Brian Baum  
B Squad – Tom Bance  
8th – Scott Backer  
7th – Jason Voeltz

## **Golf (Boys & Girls)**

Head – Paul Wagner

## **Dance Line**

Head - Daniel Hampel  
JV – Brenda Nelson

## **Speech**

Head – Rachel Schieffelbein  
Asst. – Stephanie Copeman

## **Vocal Lg/Sm Group**

Tyler Simpson

## **Volleyball**

Head – Taylor Salisbury  
B Squad – Kathy Bernard  
9th – Kelsey Gwidt  
8th – Nikki Ostby  
7th – April McBroom

## **Girls Basketball**

Head – Brian Baum  
B Squad – Kyle Tollefson  
9th – TBD  
8th – Scott Schmaltz  
7th – Ryan Kivimagi

## **Softball**

Head – Jerry Chase  
B Squad – Kirk Affeldt  
8th – Brianna Harmening  
7th – Sara Sturgis

## **Math League**

Kiya Virgin

## **Knowledge Bowl**

Senior High - Janet Bren  
Middle School - Trish Doyle

## **Cross Country (B&G)**

Head – Chris Frye  
Asst. – Jayna Harstad

## **Wrestling**

Head – Travis Bartels  
Asst. – Matthew Mauseth  
Asst. – Zach Curry

## **Track & Field (Boys & Girls)**

Head – Jeff DeBuhr  
Asst. – Damien Nickelsen  
Asst. – Scott Schmaltz  
Asst. – Barb Storsveen  
Asst. – Jennifer Bradt  
Asst. – Niki DeBuhr  
Asst. - Brian Nolan

## **One Act Play**

Rachel Schieffelbein  
Laurie Byrne

## **Instrumental Lg/Sm Group**

Katy Schleusner

## NON-MSHSL ACTIVITIES

Art Club – Abigail Potter  
Coronation Advisor – Stacie Conway  
Fall Play – Rachel Schieffelbein  
FFA – Stacy Fritz  
History Day – TBD  
Homecoming Advisor – Lindsey Olson  
Minnesota Honor Society – Janet Bren  
Pep Club – Blake Jansen  
Prom Advisor – Laura Adams  
SADD – Dave Hinck & Emily Fuglestad  
Service Club – Adam Archer  
Snow Week Advisor – Lindsey Olson  
Spring Play – Rachel Schieffelbein  
Spelling Bee – Mitch Lee

## EXTRA-CURRICULAR PROGRAM PHILOSOPHY AND OBJECTIVES

The Chatfield Public Schools believe that a dynamic program of student activities is vital to the educational development of all students. These extra-curricular programs should provide a variety of learning experiences to aid in the development of desirable habits and attitudes in students that will prepare them for adult life in a democratic society. These individual activities should function as an integral part of the total school system curriculum. They should also offer opportunities to serve the greater community, to assist in the development of sportsmanship and goodwill, and to promote student self-realization and personal growth.

## OBJECTIVES

- Recruit students with broad-range of abilities and interests
- Assist students in developing life-long skills in leadership, human relations, communications, decision making, goal setting, and organization.
- Instill the basic values of dependability, reliability, loyalty, commitment open- mindedness and honesty to each student.
- Provide safe and appropriate facilities to support the student, activity to achieve an enjoyable experience for all participants.
- To promote the development of new skills by encouraging staff, at the junior high level, to provide equal exposure for each participant.

Adopted by the Chatfield Board of Education on January 24, 1989

Amended by the Chatfield Board of Education on May 23, 1994

Reviewed on July 16, 2013

Revised, September 2018

## EXTRA-CURRICULAR ACTIVITIES

Extra-curricular activities are a vital, cultural expression of America. They are as expressive of the American way of life, as is the freedom of speech, the right to vote, choice of schools and churches. Participation is neither compulsory nor mandatory, but voluntary. Extra-curricular activities are conducted in schools because they make definite contributions to the fundamental purpose of education. Participation requires a physical effort and sacrifice. Through participation one learns about loyalty to friends, to school, to community and to one's self. Activity participation illustrates that hard work persistence and physical sacrifice will be rewarded. Participation provides opportunities for young men and women to learn lessons that cannot be learned either in the classroom or in the home. Remember, however, that more participation does not guarantee that educational outcomes will be received, but with hard work and dedication, extra-curricular activities will bring about experiences that you will cherish for life. We urge you to participate in Chatfield's athletics/fine arts activities.

Chatfield Public Schools has various athletics/fine arts activities for all girls and boys in grades 7-12 to participate in. They include:

	<b>Girls</b>	<b>Boys</b>
<b>Fall</b>	Cross Country Volleyball Pep Club	Cross Country Football Pep Club
<b>Winter</b>	Basketball Math League One Act Play Dance Line Alpine Skiing (co-op) Gymnastics (co-op) Pep Club	Basketball Math League One Act Play Wrestling Alpine Skiing (co-op) Pep Club
<b>Winter/Spring</b>	Knowledge Bowl Speech	Knowledge Bowl Speech
<b>Spring</b>	Golf Softball Track & Field Pep Club	Golf Baseball Track & Field Pep Club

## WASHINGTON & LEE SWING (School Song)

Fight, fight, fight for CHS.  
We know the Gopher Spirit is the best.  
For we will never ever let you down.  
For we are fighting, striving onward to our goal.  
Show us that CHS will win this game.  
Uphold the royal colors and their name.  
Come on and fight you Gophers onto fame.  
For Chatfield High, Rah! Rah! Fire Up!

## ADVANTAGES OF PARTICIPATION

- Opportunity to improve your physical strength and health.
- Develop responsiveness to group discipline.
- Build lasting friendships and increases your circle of friends and acquaintances.
- Improve self-confidence and discipline
- Cultivate an environment that respects rules and authority.
- Opportunity for development of cooperation, resourcefulness, perseverance, sportsmanship, initiative, and unselfishness.
- Travel opportunities see other communities and meet new people.
- Opportunity to participate in an activity which parallels many later life experiences.
- Draws attention to yourself which may have a 'business' value in later life.
- Participation may open the door to future opportunities such coaching, professional participation and college level activities.

## DISADVANTAGES OF PARTICIPATION

- Participation may lead to team and individual practices without the ability to compete.
- Training rules may cramp your "social style."
- You will have to stay after school night after night three to nine months a year.
- Less study time available; need to prioritize your day to meet the academic requirements.
- Maybe monotonous repetition of certain activities.

### THREE RIVERS CONFERENCE SPORTSMANSHIP CREED

Good sportsmanship is strived for in all Three Rivers Conference events. Good sportsmanship is a responsibility of players, coaches, faculty, cheerleaders, students, adult spectators, officials, and the media. Promotion of good sportsmanship at Three Rivers Conference events should include a demonstration of respect for opponents and officials. All involved in a conference event should maintain self-control throughout the contest. Rules of the event should be understood, and skill and performance should be recognized regardless of team affiliation. Good sportsmanship is the cornerstone of a quality athletic program and conference.

Schools within the Three Rivers Conference include Caledonia, Chatfield, Cotter, Dover-Eyota, Fillmore Central (Harmony/Preston/Fountain), La Crescent-Hokah, Lewiston-Altura, Plainview/Elgin-Millville, Rushford-Peterson, Southland (Adams/Dexter/Elkton/Rose Creek), St. Charles, and Wabasha-Kellogg.

\*\*The Chatfield football program is part of the Southeast Football District. All MSHSL and Chatfield High School rules, guidelines and policies apply to the Southeast Football District.

### THE SIX FUNDAMENTALS OF GOOD SPORTSMANSHIP

1. Show respect for your opponents.
2. Show respect for the officials.
3. Know, understand and appreciate the rules of the contest.
4. Maintain self-control at all times.
5. Recognize and appreciate an opponent's good performance.
6. Encourage others to be good sports.

### STUDENT CODE OF RESPONSIBILITIES

The member schools of the Minnesota State High School League believe that participation in interscholastic activities is a privilege which is accompanied by responsibility.

As a student participation in my school's interscholastic activities, I understand and accept the following responsibilities:

- I will respect the rights and beliefs of others and will treat others with courtesy and consideration.
- I will be fully responsible for my own actions and the consequences of my actions.
- I will respect the property of others.
- I will respect and obey the rules of my school and the laws of my community, state and country.
- I will show respect to those who are responsible for enforcing the rules of my school and the laws of my community, state and country.

Penalty: A student who is dismissed or who violates the Student Code of Responsibilities is not in good standing and is ineligible for a period of time as determined by the school principal, acting on the authority of the local board of education. The League specifically recognizes by this policy that certain conduct requires penalties that may exceed those penalties typically imposed for first violations.

## 24 HOUR RULE

The 24 Hour Rule is an intervention that the Activities Department has implemented. It simply means that if an athlete/parent has a concern with a coach/advisor after a game/event, they will wait 24 hours before talking to the coach about it. This allows a cooling off period and gives time for everyone to reevaluate the situation. The Activities Department certainly understands that there may be exceptions to this rule, but ask that if possible the 24-hour rule is used.

## CHAIN OF COMMAND

Chain of Command is the sequence of contacts that students and parents are to follow when addressing concerns. This is an expectation of the School Board and Administration. It means that the parent/athlete should first schedule a meeting (24-hour rule) with the coach to talk over a situation. If that meeting does not resolve the situation, the next step would be to get the Activities Director involved. The next step if not resolved would be to meet with the HS Principal. Finally, if needed, the Superintendent and School Board may be asked to be involved.

## MINNESOTA STATE HIGH SCHOOL LEAGUE AND CHATFIELD PUBLIC SCHOOLS POLICY

No student in grades 7-12 will begin participation in any MSHSL activity until the following have been turned in to the activities director:

- Physical – if needed (good for 3 years)
- Activity Fee
- Reduced/Free Activity Fee – if applicable
- Insurance Waiver
- MSHSL Eligibility Statement and MSHSL Annual Sports Health Questionnaire (These are in the MSHSL Eligibility Brochure and must be filled out and signed.)
- Participation Rules (from coaches as applicable)
- Chemical Policy/Code of Responsibilities

NOTE: Please do not send band rentals to the activities director. They go directly to the instrumental instructor.



FORM: EXTRA-CURRICULAR FEES

Please check the appropriate activities.

\$100 Fee	\$52 Fee	\$40 Fee
<input type="checkbox"/> Cross Country	<input type="checkbox"/> Speech	<input type="checkbox"/> Knowledge Bowl
<input type="checkbox"/> Dance Line		<input type="checkbox"/> Math League
<input type="checkbox"/> Football		<input type="checkbox"/> One-Act Play
<input type="checkbox"/> Volleyball		
<input type="checkbox"/> Basketball		
<input type="checkbox"/> Wrestling		
<input type="checkbox"/> Baseball		
<input type="checkbox"/> Golf		
<input type="checkbox"/> Softball		
<input type="checkbox"/> Track		

Family Fee Cap of \$400.00 has been paid for the following students:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

Please make checks payable to: Chatfield Public Schools

Refunds

- When injury or illness prevents continuation in the sport or activity and is substantiated by a physician’s statement, a refund will be available up until the time of the first contest or public appearance.
- When a transfer is made out of the school district, a refund will be made up until the time of the first contest or public appearance.
- If cut from a squad by a coach, a refund will be made up until the time of the first contest or public appearance.
- There are no refunds given for students that quit or are suspended due to violation of MSHSL and/or School District participation rules/guidelines.

Before students can participate they must turn in to their coach or activities office the following items:

- Money for the sport or activity you are immediately involved in or the family fee
- A physical if needed (good for three years – usually done in seventh and tenth grade)
- Participation rules from your coach
- Reduced/Free Activity fee form (if applicable)
- MSHSL Athletic Eligibility Information form
- Insurance Waiver, and Chemical Policy/Code of Responsibilities

NOTE: Band rentals are separate from this form. They are to be paid directly to the instrumental instructor.

## REDUCED ACTIVITY FEE GUIDELINES

Families that have completed the necessary paperwork to qualify for free/reduced lunch also qualify for free/reduced activity fees for those programs listed on page 9.

### Reduced Activity Fees

Sports - \$15 per sport

Speech - \$7

Knowledge Bowl - \$5

Math League – 5

One Act Play - \$5

Reduced Annual Family Fee Cap - \$58

## WEEKLY ELIGIBILITY

Date \_\_\_\_\_

Student Name \_\_\_\_\_

Your son/daughter is “down” or “off” for the week of \_\_\_\_\_.

The subject area is \_\_\_\_\_ and the teacher is \_\_\_\_\_.

“Down” means that the student is working below his/her ability level, not turning in his/her assignments, failing, etc. in one or more subjects during that given week. The student then has the current week listed above until 8:00 a.m. on Friday to get this grade above passing. If the student does not do so, he/she is then “off” the following week. “Off” means a student cannot participate in any extra-curricular activities (this means no practice and no games/meets/contests) for one full week. The student has to be on the “down” list and then the “off” list the following week in the same subject area to be ineligible to participate.

A list of students in grades 7-12 participating in extra-curricular activities is given to each teacher every week. If any teacher has students that are “down” or “off” in their subject area, they turn those names into the Principal’s Office/Activities Department at the end of the week. The Principal’s Office/Activities Department notifies the coach.

An email notice (or letter if no email available) will be sent to parents of all students in grades 7 through 12 that are either “down” or “off”. Hopefully, with a little extra help at school and at home, we can keep our students eligible.

NOTE: You can view your child’s grades on Skyward Family Access. If you cannot remember your login information, please e-mail Barb Sass at [bsass@chatfield.k12.mn.us](mailto:bsass@chatfield.k12.mn.us)

Daniel J. Schindler  
Activities Director

## ATTENDANCE

The extra-curricular participant in grades 7 and 8, must be in attendance at school fifth, sixth, seventh, and eighth hours in order to participate in a practice or game on the same day. The extra-curricular participant in grades 9 through 12, must be in attendance during the third and fourth block classes in order to participate in a practice or game on the same day. Exceptions to the rule would be prior-approved absences from the principal, such as doctor appointments, funerals, family emergencies, and school sponsored activities. Examples of non-approved absences would be hair appointments, shopping, illness, etc...

We reserve the right to deal with absences on an individual basis due to the fact that it is impossible to list every conceivable excuse.

Also, it is important to be present for all classes the day after competition. Some extra-curricular participants frequently miss first block classes to sleep in.

## CANCELLATION OF EXTRA-CURRICULAR ACTIVITIES/PRACTICES

If school is dismissed early or cancelled due to weather, all activities are cancelled unless otherwise directed by the Superintendent.

## WEDNESDAY/SUNDAY POLICIES

There will be no extra-curricular practices, meetings or rehearsals after 6:30 p.m. on Wednesday evenings for all 7, 8, and 9th grade students. On the first Wednesday of the month, there will be no extra-curricular practices, meetings or rehearsals scheduled after 6:00 p.m. for all students.

There will be no extra-curricular practices, meetings, competitions or rehearsals for students on Sundays as governed by the Minnesota State High School League. This policy does not pertain to Community Education activities

## DRESS CODE

Participants in all extra-curricular activities are asked to dress appropriately for home and away events. Wording or pictures on any clothing that is worn at practices/rehearsals should be in good taste and in compliance with the MSHSL rules. Various dress codes will be at the discretion of each coach.

## INJURIES AND ILLNESSES

It is the responsibility of the extra-curricular participant to report to his/her coach all injuries that have been sustained while participating either in practice or meets/games. Any student receiving an injury or having an illness serious enough to warrant medical attention must present the "Participation after Major Surgery, Serious Illness, or Injury" form provided by the State High School League to his/her coach before he/she will be allowed to practice or participate in an activity. Please see the activities director for this form.

## INSURANCE

All athletes participating in any interscholastic athletic program in School District 227 should have insurance to cover injuries should they occur. The athlete must be protected by his/her own family policy. All athletes must have an insurance waiver form on file in the athletic office before they can participate in a practice session or game. The school district offers a policy for athletes that is optional.

## PADLOCKS/LOCKERS

Padlocks are purchased by the athletic department and issued to team members prior to the season when locker assignments are made. Each coach will have a copy of lock and locker assignments which include the athlete's name and lock combination. Athletes need to be reminded to keep lockers locked to keep all clothing, shoes and money safe. Athletes are not allowed to bring their own locks.

## PICTURES

Individual and team pictures will be scheduled by the activities director.

## PRACTICE/GAME POLICIES - ELEMENTARY BUILDING

### Practice:

- Athletes cannot be anywhere in the elementary building any earlier than 15 minutes ahead of scheduled practice time.
- If your coach has canceled practice, athletes cannot be in the elementary building at all.
- Athletes should enter in the door to the cafeteria only. WAIT in the CAFETERIA until coach arrives or practice begins.
- Athletes must stay out of classroom wings at all times.

### Boys/Girls Games:

#### Spectator:

- Enter school through cafeteria door only.
- Stay out of classroom wings at all times. Participant:
- Can only be in the gym, locker room or bathroom.
- Must enter through the cafeteria door only.

## STARTING SEASON

A student who does not report for practice on the first day must attend practice for two weeks (10 practices) prior to participating in a game or meet.

## TEAM SELECTION

All reductions in regular season team membership shall be completed prior to first regulation contest. Reductions in team membership (“cutting”) are authorized only at the varsity level. This guideline does not preclude reductions based upon disciplinary actions. All team members shall be given the opportunity to participate in regulation games periodically throughout the season. Team rules shall be enforced in a consistent manner.

## TOWELS

Towels are NOT provided for athletes on a daily basis. The athletes are expected to provide themselves with clean towels for personal use. Towels will be provided for bench needs on game nights.

## TRANSPORTATION (Grades 7-12)

When a school activity involves transportation, all students must ride the transportation provided for them by the school. If for some reason a student would not be using that transportation, he/she may only ride with one’s OWN parents, unless pre-approved by principal or activities director to ride with someone other than parent. If the student is not riding to the event, a phone call or note by the parent must be made to the instructor prior to leaving. If the person is not riding home from the event the parent must see the person in charge before taking their child to be sure there is no mix-up. Exceptions may be made on an individual basis.

## UNIFORMS

At no time should athletes wear school issued equipment or uniforms for gym class, work, socially or to school. Teams may wear game tops or jerseys to school on game days as designated by the coach. Students will be assessed the replacement cost of school equipment/uniforms they are responsible for and have not returned.

## WEIGHT ROOM

The weight room is an extended part of each individual sport. It is another facility that demands additional supervisory attention, because of the potential dangers.

The following policies should be in effect at all times.

- Food or drink is not allowed in the weight room except for water if in a closed container.
- Horseplay will not be tolerated.
- Obtain proper technique instruction on use and care of all equipment prior to first-time use.
- Tear down and re-rack all plates when finished. No weights should be left on the floor.
- The weight room is only opened through authorization of a coach or trained supervisor.
- No one lifts without a partner.
- Respect for one another - all has equal rights to all equipment.
- Neatness is of great importance. Belts, jump ropes, tools, etc., need to be put in their place when finished.
- No profanity
- The music played must be appropriate.
- Lights must be on at all times when lifting.