

CHATFIELD PUBLIC SCHOOLS



Activities Handbook
2022-2023

TABLE OF CONTENTS

INTRODUCTION/EXPECTATIONS

Staff.....	3
Philosophy and Goals.....	4
Extra-Curricular Activities	5
Washington and Lee Swing	6
Advantages of Participation	6
Disadvantages of Participation.....	7
Three Rivers Conference Sportsmanship Code	7
Fundamentals of Good Sportsmanship	7
Student Code of Responsibilities	7
24 Hour Rule and Chain of Command	8

ELIGIBILITY

MSHSL and Chatfield Public Schools Policy	8
Extra-Curricular Fee Form	9
Reduced/Free Activity Fee Guidelines	10
Tobacco Policy	see Student Handbook
Chemical Use & Abuse Policy	see Student Handbook
Trip Policy.....	see Student Handbook
Racial/Religious/Sexual Harassment/Violence & Hazing	see Student Handbook
Weekly Eligibility	11

POLICIES AND PROCEDURES

Attendance	12
Cancellation of Extra-Curricular Activities/Practices.....	12
Wednesday/Sunday Policies	12
Dress Code	12
Injuries and Illnesses	13
Insurance	13
Padlocks/Lockers	13
Pictures.....	13
Practice/Game Policies - Elem. Building	13
Starting Season	14
Team Selection	14
Towels	14
Transportation	14
Uniforms	14
Weight Room	15

Chatfield Staff 2021-2022

(MSHSL Activities)

Dan Schindler – Activities Director

Football

Head – Jeff Johnson
Asst. Varsity – Tom Bance
B Squad – Josh Berhow
9th – Adam Hurley
JH – Kirk Affeldt
JH – Scott Schmaltz
Junior High – Sean Trewin

Boys Basketball

Head – Jeremy McBroom
B Squad – Matt Davidson
9th – Damien Nickelsen
8th-Adam Amundson
7th-Josh Berhow

Baseball

Head – Brian Baum
B Squad – Tom Bance
8th – Open
7th – Josh Whalen
Volunteer- Ryan Eppen

Golf (Boys & Girls)

Head – Paul Wagner

Dance Line

Head – Brenda Nelson
JV – Demery Maughen
Asst- Anna Johnson

Speech

Head – Rachel Schieffelbein
Asst. – Stephanie Copeman

Vocal Lg/Sm Group

Tyler Simpson

Volleyball

Head – Molly Thomas
B Squad – Kelsey Lueck
9th – Kaylyn Funk
8th – Maddie Kammer
7th – Open

Girls Basketball

Head – Brian Baum
B Squad – Kyle Tollefson
9th-Kaitlyn Ellinger
8th-Josh Thompson
7th-Josh Whalen

Softball

Head – Jerry Chase
B Squad – Kirk Affeldt
8th – Open
7th – Open

Math League

Kiya Virgin

Knowledge Bowl

Senior High – Open
Middle School – Open

Cross Country (B&G)

Head – Niki DeBuhr
Asst. – Jenny Bradt

Wrestling

Head – Matthew Mauseth
Asst. – Chad Curry
Asst.- Zach Curry
Asst.-Sean Trewin

Track & Field (Boys & Girls)

Head – Jeff DeBuhr
Asst. – Damien Nickelsen
Asst. – Scott Schmaltz
Asst. – Barb Storsveen
Asst. – Jennifer Bradt
Asst. – Niki DeBuhr
Asst. - Shane Fox
Asst.- Maddie Kammer

One Act Play

Teresa Schaefer

Instrumental Lg/Sm Group

Katy Schleusner

Fundraisers are to be pre-approved by the Activities Director

Chatfield Staff 2021-2022 (NON-MSHSL Activities)

Eric Nelson – High School Principal

Art Club...	Abigail Potter
Coronation Advisor...	Stacie Conway
Fall Play...	Rachel Schieffelbein
FFA...	Stacy Fritz
History Day...	
Student Senate...	Marcia Schindler and Michele Thompson
Minnesota Honor Society...	Open
Delta...	Blake Jansen
Prom Advisor...	Laura Adams
SADD...	
Service Club...	
Spring Play...	Rachel Schieffelbein
Spelling Bee...	Mitch Lee
Yearbook...	Tyler Simpson

Fundraisers are to be pre-approved by High School Principal

ACTIVITIES PHILOSOPHY

Chatfield Public Schools believes 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.

ACTIVITIES OBJECTIVES

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

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 offered in schools because they make definite contributions to the fundamental purpose of education. Participation requires effort and sacrifice. Through participation one learns about loyalty to friends, to school, to community and to oneself. Activity participation illustrates that hard work, persistence, and 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. 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:

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

SCHOOL SONG

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 and post-secondary participation.

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.

THREE RIVERS CONFERENCE

Caledonia, Chatfield, Cotter, Dover-Eyota, Fillmore Central (Harmony/Preston/Fountain), La Crescent-Hokah, Lewiston-Altura, Plainview/Elgin-Millville, Rushford-Peterson, 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.

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. Always maintain self-control.
5. Recognize and appreciate an opponent's good performance.
6. Encourage others to be good sports.

FLAGRANT SPECTATOR BEHAVIOR

On occasion, there are situations of flagrant or "over the line" behavior at events by spectators requiring administrative intervention and/or follow up. Some of these situations have resulted in the suspension of spectators from attending future events.

Examples of what could be considered flagrant or "over the line" spectator behavior may include (but is not limited to) the following:

1. Incessant/disruptive use of profanity.
2. Incessant harassment of officials, coaches, participants, or other spectators.
3. Aggressively confronting and/or arguing with a participant, coach, official, supervisor, or fellow spectator before, during, or after the event.
4. Any negative behavior that disrupts the flow of the event.

Behaviors that are deemed by the administration as flagrant or "over the line" will be reviewed and then addressed in the following manner.

1. The individual(s) involved will need to meet with the High School Principal and/or the Activities Director to review the situation. This meeting should occur prior to any further attendance at events by the individual(s).
2. The High School Principal and/or Activities Director will take one of the following courses of action following the meeting.
 1. Written warning.
 2. Suspension from attending future events for up to 1 calendar year.

SPECTATOR REMOVAL/EJECTION

If a spectator is asked to leave an event by site management or official.

1. The spectator(s) is automatically ineligible to attend the next scheduled home event for that activity.
2. The spectator(s) must meet with the High school Principal and/or Activities Director before attending any events subsequent to the ineligibility.

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 be observed.

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.

PARTICIPATION REQUIREMENTS

To be eligible to participate in MSHSL activities, students in grades 7-12 must submit the following to the Activity Office:

1. Physical – if needed (good for 3 years)
2. Activity Fee
3. Insurance Waiver
4. MSHSL Eligibility Statement and MSHSL Annual Sports Health Questionnaire (These are in the MSHSL Eligibility Brochure and must be filled out and signed.)
5. Chemical Policy/Code of Responsibilities
6. Activities Handbook Signature Page

FORM: EXTRA-CURRICULAR FEES

Please check the appropriate activities.

\$150 Fee

\$75 Fee

\$60 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"/> Fall Play |
| <input type="checkbox"/> Basketball | | <input type="checkbox"/> Spring Play |
| <input type="checkbox"/> Wrestling | | |
| <input type="checkbox"/> Baseball | | |
| <input type="checkbox"/> Golf | | |
| <input type="checkbox"/> Softball | | |
| <input type="checkbox"/> Track | | |

Family Fee Cap of \$500.00 has been paid for the following students:

- | | |
|----------|----------|
| 1. _____ | 2. _____ |
| 3. _____ | 4. _____ |

Please make checks payable to: Chatfield Public Schools

Refunds

1. 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.
2. If a student transfers out of the school district, a refund will be made up until the time of the first contest or public appearance.
3. If cut from a squad by a coach, a refund will be made up until the time of the first contest or public appearance.
4. 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:

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

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 - \$23 per sport

Speech - \$8

Knowledge Bowl - \$8

Math League – \$8

One Act Play - \$8

Fall Play- \$8

Spring Play- \$8

Reduced Annual Family Fee Cap - \$72

ACADEMIC ELIGIBILITY: “DOWN/OFF” LIST

Academics are a priority. To support this priority, students must be making satisfactory academic progress to remain eligible to participate in activities. To support that end, a weekly monitoring procedure is in place utilizing a “Down” and “Off” list.

“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 placed on the “Off” list the following week. “Off” means a student cannot participate in any extra-curricular activities for one full week. This means no practice or contests. The student must 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 through JMC Family Access. If you cannot remember your login information, please e-mail Barb Sass at bsass@chatfield.k12.mn.us

Daniel J. Schindler
Activities Director

ATTENDANCE

Students in grades 7 and 8, must attend school during fifth, sixth, seventh, and eighth hours to participate in a practice or game that day. Students in 9 through 12, must be in attendance during third and fourth

block classes to participate in a practice or game that day. Exceptions to this rule must be pre-approved by the High School Principal.

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

1. Athletes cannot be anywhere in the elementary building any earlier than 15 minutes ahead of scheduled practice time.

2. If your coach has canceled practice, athletes cannot be in the elementary building at all.
3. Athletes should enter in the door to the cafeteria only and then wait in the cafeteria until coach arrives or practice begins.
4. Athletes must always stay out of classroom wings.

Games (spectators)

1. Enter school through cafeteria door only.
2. Stay out of classroom wings at all times.

Games (participants)

1. Can only be in the gym, locker room or bathroom.
2. Must enter through the cafeteria door only.

STARTING SEASON

A student who does not begin the season 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") is 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 daily. The athletes are expected to provide themselves with clean towels for personal use. Towels will be provided for bench needs on game nights.

TRANSPORTATION

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 the principal or activities director. 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. 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 are to be observed.

1. Food or drink is not allowed in the weight room except for water if in a closed container.

2. Horseplay will not be tolerated.
3. Obtain proper technique instruction on use and care of all equipment prior to first-time use.
4. Tear down and re-rack all plates when finished. No weights should be left on the floor.
5. The weight room is only opened through authorization of a coach or trained supervisor.
6. No one lifts without a partner.
7. Respect for one another - all has equal rights to all equipment.
8. Neatness is of great importance. Belts, jump ropes, tools, etc., need to be put in their place when finished.
9. No profanity
10. The music played must be appropriate.
11. Lights must be always on when lifting.

STUDENT/PARENT SIGNATURE PAGE

The following signature page is an acknowledgement by parent(s) and their son or daughter that they are aware of and agree to the expectations and participation parameters set forth in this handbook. A completed signature page is required for participation each year. If you would like a hard copy of the hand book contact the school to receive one. Otherwise an electronic copy can be found on the school webpage or at this url: <https://www.chatfieldschools.com/district/forms-policies>

PARENT(S)/ATHLETE SIGNATURE PAGE

By signing below, we acknowledge our understanding and agreement with the expectations and parameters contained in this handbook. We also acknowledge that this handbook is not inclusive of every type of situation that may arise. As a result, the administration may deem it necessary to adapt decisions, policies, or practices to unique situations.

As a family, we pledge to do our part to always demonstrate and promote good sportsmanship while participating in or attending Chatfield High School Activities

Parent

Date

Student

Date

If you would like a hard copy of the hand book contact the school to receive one. Otherwise, an electronic copy can be found on the school webpage or at this url: <https://www.chatfieldschools.com/district/forms-policies>