

PARK RAPIDS HIGH SCHOOL



2022-2023

PANTHER

COACHES HANDBOOK

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I. ACTIVITY PHILOSOPHY

THE PHILOSOPHY OF THE ACTIVITIES PROGRAM AT PARK RAPIDS IS SUCH THAT ACTIVITIES ARE CONSIDERED AN INTEGRAL PART OF THE SCHOOL'S PROGRAM OF EDUCATION, WHICH PROVIDES EXPERIENCES THAT WILL HELP PARTICIPANTS PHYSICALLY, MENTALLY, SOCIALLY, EMOTIONALLY, AND MORALLY. THE ELEMENT OF COMPETITION AND WINNING, THOUGH IT EXISTS, IS CONTROLLED TO THE POINT THAT IT DOES NOT DETERMINE THE NATURE OF THE PROGRAM. WE CONSIDER THIS TO BE EDUCATIONALLY AND PSYCHOLOGICALLY SOUND, BECAUSE OF THE TRAINING IT OFFERS FOR LIVING IN A COMPETITIVE SOCIETY. PARTICIPANTS ARE STIMULATED TO WANT TO WIN AND EXCEL, BUT THE PRINCIPLES OF GOOD SPORTSMANSHIP PREVAIL AT ALL TIMES TO ENHANCE THE EDUCATIONAL VALUES OF PROGRAMS.

WE BELIEVE THAT PARTICIPATION IN ACTIVITIES, BOTH AS A PARTICIPANT AND AS A SPECTATOR, IS AN INTEGRAL PART OF THE EDUCATIONAL EXPERIENCE OF EACH STUDENT. SUCH PARTICIPATION IS A PRIVILEGE (NOT A RIGHT) THAT CARRIES WITH IT THE RESPONSIBILITIES TO THE SCHOOL, TO THE ACTIVITY, TO THE STUDENT BODY, TO THE COMMUNITY, AND TO THE STUDENT HIM/HERSELF. THE SCHOOL HAS THE AUTHORITY TO REVOKE THE PRIVILEGE WHEN A PARTICIPANT DOES NOT CONDUCT HIM/HERSELF IN AN ACCEPTABLE MANNER. RULES, REGULATIONS, AND PROGRAMS ARE VALUELESS UNLESS THE INDIVIDUAL AFFECTED BY THEM ARE MADE BETTER BECAUSE OF THE EXPERIENCE.

II. OBJECTIVES OF ACTIVITIES

1. TEACH THE KNOWLEDGE OF THE VALUES THAT ACTIVITIES HAVE FOR THE INDIVIDUAL AND FOR SOCIETY.
2. CREATE AN UNDERSTANDING OF THE RULES ESSENTIAL TO PARTICIPATE, AND TO BE AN INTELLIGENT SPECTATOR.
3. ABILITY TO THINK BOTH AS AN INDIVIDUAL AND AS A MEMBER OF A GROUP.
4. A REALIZATION OF THE VALUE OF GROUP IDEALS.
5. IMPROVED MOTOR SKILLS
6. BETTER HEALTH AND PHYSICAL FITNESS.
7. AN APPRECIATION OF WHOLESOME RECREATION AND ENTERTAINMENT.
8. THE DESIRE TO SUCCEED AND EXCEL.
9. HIGHER MORAL AND ETHICAL STANDARDS.
10. SELF-DISCIPLINE AND EMOTIONAL MATURITY.
11. SOCIAL COMPETENCE.
12. A REALIZATION OF THE VALUES OF CONFORMING TO RULES.
13. RESPECT FOR THE RIGHTS OF OTHERS AND FOR AUTHORITY.
14. HIGH IDEALS OF FAIRNESS IN ALL HUMAN RELATIONSHIPS.

III. COACHING DUTIES, EXPECTATIONS AND RESPONSIBILITIES

HEAD COACHES SHALL BE RESPONSIBLE FOR THE FUNCTIONING OF THE ENTIRE PROGRAM. HE/SHE SHALL MEET WITH THE COACHES ON ALL LEVELS OF THE PROGRAM SO THEY UNDERSTAND THE PHILOSOPHY IN DEVELOPING THE ACTIVITY TO ITS FULL POTENTIAL. IT IS EXPECTED THAT THE HEAD COACHES WILL COACH THE "PROGRAM" NOT JUST THE VARSITY TEAM.

1. PROFESSIONALISM

ALL COACHES ARE EXPECTED TO REPRESENT PARK RAPIDS AREA SCHOOLS AND THEIR PROGRAMS IN A PROFESSIONAL MANNER. ALL COACHES PAID OR VOLUNTEER WILL BE REQUIRED TO DRESS PROFESSIONALLY AT ALL SCHEDULED MSHSL CONTESTS. BLUE JEANS ARE NOT TO BE WORN BY COACHES AT ALL LEVELS DURING THESE CONTESTS.

2. CERTIFICATION

ALL COACHES IN THE PARK RAPIDS PUBLIC SCHOOLS PAID OR VOLUNTEER GRADES 7-12 WILL COMPLETE ALL MSHSL CONTINUING EDUCATION REQUIREMENTS AND COMPLETE THE SPORTS RULE MEETING. ALL COACHES MUST ALSO COMPLETE A BACKGROUND CHECK AND HAVE SCHOOL BOARD APPROVAL PRIOR TO JOINING THE COACHING STAFF. ALL ASSISTANTS COACHES MUST BE SUPERVISED BY THE HEAD COACH.

ALL HEAD COACHES ARE EXPECTED TO MEET THE YEARLY MSHSL REQUIREMENTS BEFORE THE START OF THEIR SEASON. INFORMATION LOCATED ON MSHSL WEBSITE.

3. MEETINGS

COACHES ARE EXPECTED TO BE PRESENT AT COACHES MEETINGS. THERE WILL BE A FULL COACHING STAFF MEETING AT THE BEGINNING OF EACH SCHOOL YEAR AND SEASONAL HEAD COACHES MEETINGS AT THE BEGINNING OF EACH SEASON. SPECIAL MEETINGS MAY BE HELD PERIODICALLY.

ALL HEAD COACHES ARE EXPECTED TO HOLD A PRE-SEASON MEETING WITH THEIR COACHING STAFF AND ENCOURAGED TO CONDUCT PERIODIC STAFF MEETINGS THROUGHOUT THE SEASON.

HEAD COACHES ARE EXPECTED TO ATTEND SECTION MEETINGS THAT PERTAIN TO THEIR SPORT.

4. EVALUATION

WITHIN TWO WEEKS AFTER THE END OF THE SEASON, THE HEAD COACH WILL PREPARE AN EVALUATION OF THE SEASON AND SHOULD INCLUDE POSITIVE AND NEGATIVE REACTIONS. THE HEAD COACH WILL INCLUDE AN EVALUATION OF THE PRESENT STAFF WITH RECOMMENDATION FOR CHANGE, IF THIS IS FOUND TO BE NECESSARY. THESE EVALUATION AND RECOMMENDATIONS WILL BE PRESENTED TO THE ACTIVITIES DIRECTOR BY THE HEAD COACH IN A TIMELY MANNER.

THE HEAD COACH WILL HAVE WRITTEN FORMAL EVALUATION BY THE ACTIVITIES DIRECTOR AT THE CONCLUSION OF EACH SEASON.

5. SEVERE WEATHER

INSTANCES OF SEVERE WEATHER MAY CAUSE CONCERN FOR THE WELL BEING OF OUR STUDENTS. IN REGARD TO OUTSIDE ACTIVITIES IN THE SPRING AND FALL, ANYTIME THERE IS THREATENING WEATHER COACHES SHOULD INSTRUCT THEIR SQUADS TO MOVE INSIDE OF THEIR RESPECTIVE BUILDINGS UNTIL THE DANGER HAS PASSED. DURING THE WINTER SEASON, CANCELLATION OF ACTIVITIES WILL BE REVIEWED BY THE ACTIVITIES DIRECTOR AND PRINCIPALS. NO PRACTICE OR GAMES WILL OCCUR IF SCHOOL IS CANCELLED OR SCHOOL IS RELEASED DUE TO WEATHER CONDITIONS.

6. CONDITIONING

IT IS EXPECTED THAT ALL COACHES ARE TO FOLLOW THE RULES AND POLICIES OF THE MSHSL REGARDING CONDITIONING. IT IS ALSO THE POLICY OF OUR ACTIVITIES PROGRAM TO RESTRAIN FROM PUNISHMENT CONDITIONING AT AN INTOLERABLE OR HUMILIATING LEVEL.

7. INJURIES / MEDICAL PROCEDURE

ALL INJURIES AND ACCIDENTS MUST BE REPORTED TO THE ATHLETIC TRAINER WITHIN TWO DAYS. COACHES MUST COMPLETE THE SCHOOL DISTRICT ACCIDENT FORM DESCRIBING THE CIRCUMSTANCES OF THE ACCIDENT. FORMS MAY BE PICKED UP IN THE HIGH SCHOOL OFFICE

IF THE PARTICIPANT GOES TO A DOCTOR THE STUDENT/ATHLETE MUST PRESENT THE ACTIVITIES DIRECTOR WITH A NOTE STATING THE STUDENT/ATHLETE IS ABLE TO RETURN TO PLAY PRIOR TO RETURNING. IF AN ATHLETE MISSES PRACTICE OR COMPETITION DUE TO AN INJURY THE HEAD COACHES SHALL NOT ALLOW ANY THEM TO RETURN WITHOUT ATHLETIC TRAINER OR DOCTOR APPROVAL.

8. LOCKER ROOMS

HEAD COACHES WILL BE RESPONSIBLE TO ENSURE LOCKER ROOMS ARE PROPERLY MONITORED AND FACILITY IS LOCKED DURING PRACTICE. IT IS ADVISED THAT STUDENT VALUABLES SHOULD BE LOCKED SECURELY.

WHEN ON THE ROAD COACHES WILL MAKE SURE THE LOCKER ROOM IS CLEAN AND ALL TAPE, UNIFORMS AND PERSONAL ITEMS ARE PICKED UP AND LOCKER ROOM IS CLEAN.

9. SCORES/GAME RESULTS/PROMOTION

THE HEAD COACH IS RESPONSIBLE FOR REPORTING SCORES AND POSTING SCORES ON THE MSHSL WEBSITE. HEAD COACHES ARE ALSO EXPECTED TO CALL SCORES IN TO THE AP AND LOCAL RADIO STATIONS AFTER EACH CONTEST. COACHES ARE ALSO EXPECTED TO HAVE STATS READY TO GIVE TO LOCAL SPORTS WRITERS AFTER EACH GAME.

10. PRE-SEASON PROGRAM DUTIES

HEAD COACHES SHALL WORK WITH THE ACTIVITIES DIRECTOR TO COMPLETE MSHSL AND HIGH SCHOOL REQUIREMENTS:

- MAINTAIN A LIST OF ATHLETES WHO RETURN "YELLOW SLIPS"
- NOT ALLOW ATHLETES TO PRACTICE UNTIL THEY TURN IN A "YELLOW SLIP."
- DISCUSS AND EXPLAIN ELIGIBILITY RULES, TEAM RULES AND AWARD REQUIREMENTS WITH PARTICIPANTS.
- DISCUSS TEAMS GOALS, DRESS CODE, PERSONAL CONDUCT, PRACTICE SCHEDULE, CARE OF FACILITY AND EQUIPMENT, SCHOOL TRAVEL, SCHOOL REQUIREMENTS WITH PARTICIPANTS.
- COMPLETE A ROSTER WITH HEIGHT, WEIGHT, GRADE, AND UNIFORM NUMBERS
- ENTER GAME SCHEDULE ON MSHSL SCHOOL SITE
- MAKE SURE TEAMS PICTURE IS TAKEN AND ATHLETES NAMES ARE IDENTIFIED
(REQUIRED FOR STATE TOURNAMENT PROGRAMS)

11. SUMMER COACHING

COACHES MUST KEEP IN MIND BOTH THE LANGUAGE AND THE INTENT OF BYLAW 307 REGARDING SUMMER COACHING. COACHES CAN ENCOURAGE AND MOTIVATE THEIR ATHLETES TO PARTICIPATE IN OFF SEASON PROGRAMS, CONDITIONING, TRAINING SESSIONS, TO ATTEND CAMPS, ETC.; BUT MAY NOT REQUIRE ATTENDANCE AS A CONDITION OF PARTICIPATION OR PLAYING TIME FOR THE SCHOOL SEASON. ANY PUNISHMENT OF OUR ATHLETES FOR MISSING OFF-SEASON ACTIVITIES WILL NOT BE TOLERATED. REMEMBER, THIS IS HIGH SCHOOL AND OUR STUDENTS NEED TO HAVE THE FREEDOM TO PARTICIPATE IN OTHER SPORTS, ACTIVITIES AND/OR ACADEMIC PROGRAMS — OR JUST TAKE TIME OFF.

12. POST-SEASON DUTIES

HEAD COACHES WILL BE RESPONSIBLE TO COMPLETE THE FOLLOWING REQUIREMENT AT THE END OF THEIR SEASON

- MAKE ALL CONFERENCE SELECTIONS
- SELECT TEAM AWARD WINNERS AND PRESENT THE LIST TO ACTIVITIES DIRECTOR, BEFORE GIVING THE AWARD
- PREPARE FOR TEAM BANQUET OR AWARD CEREMONY
- MAKE SUGGESTED CHANGES IN SCHEDULE TO ACTIVITIES DIRECTOR
- COMPLETE EVALUATION PROCESS
- CHECK IN AND STORE EQUIPMENT
- COMPLETE INVENTORY
- DO AN EVALUATION OF SEASON, STAFF AND SELF

13. TRANSPORTATION

TWO WEEKS PRIOR TO THE FIRST CONTEST OF YOUR SEASON THE HEAD COACH WILL COMPLETE AND TURN IN TO THE ACTIVITIES DIRECTOR SECRETARY, A TRANSPORTATION REPORT INCLUDING MODE OF TRANSPORTATION REQUESTED FOR TRAVEL AND TIME YOU INTEND TO LEAVE. THE POLICY FOR EXCUSING ATHLETES FOR A TRIP ARE AS FOLLOWS:

- EXCUSED 15 MINUTES PRIOR TO BUS TIME IF YOU ARE LEAVING FROM THE SCHOOL
- EXCUSED 20 MINUTES PRIOR TO BUS TIME IF ATHLETES NEED TO DRESS IN THEIR UNIFORMS PRIOR TO DEPARTING FROM SCHOOL.
- EXCUSED 30 MINUTES PRIOR TO BUT TIME IS YOU ARE LEAVING FROM OFF-CAMPUS SITE
- IT IS THE SCHOOLS RESPONSIBILITY TO TRANSPORT STUDENT TO OUT-OF-TOWN COMPETITIONS AND RETURN THEM TO TOWN. THEREFORE, STUDENTS WILL RIDE TO ALL COMPETITIONS IN THE DISTRICT PROVIDED MODE OF TRANSPORTATION AND RETURN THE SAME WAY. STUDENTS MAY RIDE WITH A PARENT OR GUARDIAN, ONLY, BUT THE COACH MUST GIVE THE CONSENT TO SAID PERSONS. ANY TRANSPORTATION REQUESTS FOR ATHLETES TO RIDE WITH SOMEONE BESIDE THEIR PARENT OR GUARDIAN MUST GO THROUGH THE ACTIVITIES DIRECTORS OFFICE FOR APPROVAL.

COACHES ARE EXPECTED TO FOLLOW THESE TRANSPORTATION GUIDELINES:

- SUPERVISE THE LOADING AND UNLOADING OF STUDENTS
- ENSURE ADEQUATE SUPERVISION – BUS WILL NOT MOVE WITHOUT ADULT SUPERVISOR ON BOARD
- MAINTAIN STUDENT DISCIPLINE WHILE TRAVELING
- FOLLOW BUS RULES
- SUPERVISE GENERAL CLEANUP OF THE BUS AT THE CONCLUSION OF THE TRIP
- HEAD COACH WILL SERVE AS THE OFFICIAL SCHOOL REPRESENTATIVE AT OUT-OF-TOWN EVENTS WHEN THE ACTIVITY DIRECTOR, PRINCIPAL, OR SUPERINTENDENT IS NOT IN ATTENDANCE.

DURING THE SEASON THE HEAD COACH IS RESPONSIBLE TO CHECK THE TRANSPORTATION SCHEDULE TO MAKE SURE LOAD TIME, NUMBER OF RIDERS AND TRAVEL DESTINATION ARE CORRECT. IT IS SUGGESTED THAT THIS BE DONE AT THE BEGINNING OF EACH WEEK. IT IS ALSO THE RESPONSIBILITY TO REPORT TO THE OFFICE ALL PARTICIPANTS WHO WILL BE TRAVELING FOR GAMES TWO DAYS PRIOR TO WHEN THEY WILL TRAVEL.

14. COACHING VACANCIES

WHEN A VACANCY OCCURS ON THE COACHING STAFF, THE HEAD COACH SHOULD INFORM THE ACTIVITIES DIRECTOR TO FILL THE OPENING. ASSISTANT COACHES OR ASSISTANT EXTRA-CURRICULAR SUPERVISOR VACANCIES WILL BE POSTED INTERNALLY FOR SEVEN DAYS. IF NO QUALIFIED INDIVIDUALS APPLY FROM WITHIN THE DISTRICT, THE POSITION WILL BE POSTED EXTERNALLY. ASSISTANT COACHES AND ASSISTANT EXTRA-CURRICULAR POSITIONS WILL BE INTERVIEWED BY A COMMITTEE THAT WILL CONSIST OF THE ACTIVITIES DIRECTOR, THE HEAD COACH OF THE ACTIVITY BEING INTERVIEWED FOR AND THE BUILDING PRINCIPAL OR HIS/HER DESIGNEE. THE SUPERINTENDENT OF SCHOOLS OR HIS/HER DESIGNEE MAY JOIN THESE INTERVIEWS AT HIS OR HER DISCRETION.

HEAD VARSITY COACHES OR HEAD EXTRA-CURRICULAR SUPERVISOR VACANCIES WILL BE POSTED EXTERNALLY. INTERVIEWS WILL BE CONDUCTED BY A COMMITTEE THAT CONSISTS OF THE ACTIVITIES DIRECTOR, HIGH SCHOOL PRINCIPAL, COMPARABLE SPORT HEAD COACH AND A SCHOOL BOARD MEMBER. THE BEST CANDIDATE WILL BE OFFERED THE POSITION. THE SUPERINTENDENT OF SCHOOLS OR HIS/HER DESIGNEE MAY JOIN THESE INTERVIEWS AT HIS OR HER DISCRETION.

WHEN A COACH ELECTS TO RESIGN HIS/HER POSITION, A WRITTEN STATEMENT TO THAT EFFECT MUST BE PRESENTED TO THE ACTIVITIES DIRECTOR. WHEN THE HEAD COACH RECOMMENDS A CHANGE IN THE COACHING STAFF, THE REASON FOR THAT CHANGE MUST BE PRESENTED TO THE ACTIVITIES DIRECTOR. IF ANY ADDITION TO THE COACHING STAFF IS REQUESTED, A WRITTEN JUSTIFICATION MUST BE PRESENTED TO THE ACTIVITIES DIRECTOR.

VOLUNTEER COACHES MUST FOLLOW THESE GUIDELINES PRIOR TO BEING ALLOWED TO WORK WITH PARK RAPIDS STUDENTS.

*HEAD COACH WILL INFORM ACTIVITIES DIRECTOR OF INTEREST TO VOLUNTEER.

*HEAD COACH AND ACTIVITIES DIRECTOR WILL GO THROUGH AN INTERVIEW PROCESS WITH POTENTIAL VOLUNTEER.

*INDIVIDUAL MUST HAVE A BACKGROUND CHECK FROM THE DISTRICT OFFICE

*INDIVIDUAL MUST BE APPROVED BY THE PARK RAPIDS SCHOOL BOARD.

*INDIVIDUAL MUST COMPLETE ALL MSHSL REQUIREMENTS REGARDING CONCUSSION TRAINING AND COMPLETE REQUIRED CER AND VIEW RULES MEETING.

*VOLUNTEER COACHES WILL BE USED TO ENHANCE PROGRAMS AND WILL NOT REPLACE ANY COACHES THAT ARE ASSIGNED. VOLUNTEER COACHES MUST COMPLETE FORM PROVIDED BY THE ACTIVITIES DIRECTOR TO ENSURE ALL REQUIREMENTS ARE COMPLETED PRIOR TO JOINING THE COACHING STAFF.

15. INVENTORIES

THE HEAD COACH IS RESPONSIBLE FOR THE PREPARATION AND PRESENTATION OF A COMPLETE INVENTORY AT THE END OF EACH SEASON. THE NUMBER OF UNITS AND THE CONDITION OF THE UNITS WILL BE LISTED. THE LIST WILL THEN BE FILED WITH THE ACTIVITIES OFFICE FOR INSURANCE PURPOSES.

16. WAIVER POLICY

REMEMBERING THAT PARTICIPATION IS A PRIVILEGE AND NOT AN EXPECTATION. NO STUDENTS WILL BE DENIED PARTICIPATION DUE TO FINANCIAL REASONS. IF A STUDENT HAS FINANCIAL HARDSHIP THEY NEED TO CONTACT THE ACTIVITIES DIRECTOR AND A PLAN WILL BE DEVELOPED TO ALLOW THE STUDENT TO PARTICIPATE.

17. COACHING CLINIC POLICY

HEAD COACHES AND VARSITY ASSISTANT COACHES WILL BE ALLOWED TO ATTEND ONE CLINIC PER YEAR WITH CLINIC FEES AND, IF NECESSARY, ONE PROFESSIONAL DAY PROVIDED. IT IS THE POLICY OF THE DISTRICT TO NOT ABUSE THE SYSTEM. IF A PROFESSIONAL DAY IS NOT NEEDED ONE SHOULD NOT BE TAKEN. HEAD COACHES AND VARSITY ASSISTANT COACHES WILL BE ALLOWED TO ATTEND THE STATE TOURNAMENTS AS PER THE CONTRACT.

IV. RESPONSIBILITIES OF HEAD COACHES

1. BE KNOWLEDGABLE OF MINNESOTA STATE HIGH SCHOOL LEAGUE AND PRHS SCHOOL RULES AND POLICIES.
2. SUPPORT AND DEFEND SCHOOL POLICIES AND DECISIONS.
3. ENSURE A SAFE ENVIRONMENT FOR ALL ATHLETES.
4. SUPPORT ALL PROGRAMS TO IMPROVE THE QUALITY OF ALL ACTIVITIES.
5. FOLLOW THE POLICIES OUTLINED IN SECTION III OF THIS MANUAL.
6. COACH THE PROGRAM, NOT JUST THE VARSITY TEAM. THE ENTIRE PROGRAM IS YOUR RESPONSIBILITY AND IT IS YOUR DUTY TO ENSURE ALL LEVELS ARE RECEIVING A QUALITY EXPERIENCE.
7. OBSERVE AND COORDINATE MIDDLE SCHOOL PROGRAMS.
8. MEET WITH MIDDLE SCHOOL PARTICIPANTS WHO WILL BE TRANSFERRING TO THE SENIOR HIGH SCHOOL.
9. BE INVOLVED WITH ORGANIZATION, IMPLEMENTATION, AND SUPPORT OF ALL SUMMER PROGRAMS.
10. ESTABLISH AND REVISE TEAM RULES AND EXPECTATION. ENSURE ALL PARTICIPANTS AND PARENTS UNDERSTAND THESE RULES, POLICIES AND EXPECTATIONS.
11. ATTEND ONE COACHING CLINIC AND/OR ONE COACHING SEMINAR ONCE EVERY TWO YEARS.
12. SET A MORAL EXAMPLE FOR ALL PARTICIPANTS.
13. BE FAIR, HONEST, RESPECTFUL, AND CONSISTENT IN DEALING WITH ATHLETES OR PARENTS.
14. COACH THE ATHLETES THE GAME, DON'T COACH THE GAME TO THE ATHLETES.
15. TEACH YOUR ATHLETES:
 - a. TO "COMPETE"
 - b. SPORTSMANSHIP
 - c. TEAMSMANSHIP
 - d. SACRIFICE
 - e. LOYALTY
 - f. WORK ETHIC
 - g. RESILIENCE
 - h. TO VALUE PREPARATION
 - i. ATTITUDE CONTROL
 - j. TIME MANAGEMENT
 - k. RELATIONSHIPS
 - l. DIVERSITY
16. CREATE AN ATMOSPHERE WHERE ATHLETES WANT TO PARTICIPATE IN YOUR PROGRAM.
17. KNOW YOUR TRANSPORTATION SCHEDULE. MAKE SURE BEFORE THE SEASON THAT YOU GET DISMISS/LOAD/LEAVE/RETURN TIMES TO THE AD SECRETARY
18. KNOW YOUR SCHEDULE. COMMUNICATE WITH THE AD ON WHAT YOU WOULD PREFER TO HAVE ADDED/REMOVED.
19. COLLABORATE WITH OTHER COACHES ABOUT SCHEDULING FACILITY USE.

V. MIDDLE SCHOOL PROGRAMS

THE HEAD COACH OF EACH PROGRAM IS RESPONSIBLE FOR THE MIDDLE SCHOOL PROGRAMS. MIDDLE SCHOOL PROGRAM GOALS AND POLICIES ARE:

1. MIDDLE SCHOOL PROGRAMS ARE FOR 7TH AND 8TH GRADE STUDENTS.
2. THE PROGRAM WILL BE ORGANIZED AND DEVELOPED WITH INPUT FROM THE HEAD COACH AND ASSISTANT COACHES AND PRESENTED TO THE BUILDING PRINCIPAL AND ACTIVITIES DIRECTOR FOR APPROVAL.
3. MIDDLE SCHOOL PROGRAMS WILL PLAY A YEAR END TOURNAMENT IF AVAILABLE.
4. ATHLETES CAN ONLY MOVE UP AFTER A MEETING WITH THE COACH, ACTIVITIES DIRECTOR, AND THE PARENTS.
5. EMPHASIS MUST BE PLACED ON PARTICIPATION, SPORTSMANSHIP, RESPONSIBILITIES, FUNDAMENTAL SKILL DEVELOPMENT, FUN AND DEVELOPMENT OF VALUES.
6. WHENEVER THERE ARE ENOUGH PARTICIPANTS TO WARRANT MORE THAN ONE TEAM IN A GRADE, PARTICIPANTS WILL BE DIVIDED SO THAT ALL TEAMS ARE EQUAL IN ABILITY. COACHES MAY SPLIT TEAMS INTO A OR B GROUPS IF PLAYING TEAMS THAT ARE SPLIT THAT WAY.
7. FIFTH/SIXTH GRADE PROGRAMS ARE TO BE PROVIDED, WHEN POSSIBLE, BY THE INDIVIDUAL SPORTS IF PARTICIPANT NUMBERS ALLOW AND AT THE DISCRETION OF THE HEAD COACH.

VI. SCHOOL AND MSHSL POLICIES

ALL COACHES ARE RESPONSIBLE KNOW AND ENFORCE ALL MSHSL, ACADEMIC, CHEMICAL, BEHAVIORAL AND ATHLETIC PROGRAM POLICIES.

1. IT IS THE RESPONSIBILITY OF THE HEAD COACH TO FOLLOW ALL PARTICIPATION POLICIES.
2. ELIGIBILITY RULES FOR THE MSHSL AND PRHS WILL BE FOLLOWED. ALL POLICIES ARE LISTED IN THE ACTIVITIES HANDBOOK. RULES APPLY TO ALL MSHSL SPONSORED AND NON-LEAGUE SPONSORED ACTIVITIES.
3. ALL COACHES ARE EXPECTED TO REPORT ALL VIOLATIONS AND INFRACTIONS, AND A WRITTEN REPORT WILL BE SUBMITTED TO THE BUILDING ADMINISTRATOR AND ACTIVITIES DIRECTOR.
4. WHEN VIOLATIONS OF RULES OCCUR AND ARE REPORTED, SCHOOL OFFICIALS ARE EXPECTED AND REQUIRED TO INVESTIGATE AND, IF NECESSARY, ENFORCE THE PENALTIES PRESCRIBED.
5. STUDENTS WHO ARE SUSPENDED FROM SCHOOL ARE NOT ALLOWED TO PARTICIPATE IN ACTIVITIES, PRACTICE OR COMPETITION, DURING THAT TIME.
6. STUDENTS WILL NOT BE ABLE TO PARTICIPATE ON MORE THAN ONE INTERSCHOLASTIC TEAM DURING THE SAME SEASON WITHOUT ACTIVITY COMMITTEE APPROVAL.

VII. CODE OF ETHICS FOR DISTRICT COACHES

PARK RAPIDS PUBLIC SCHOOLS EXPECT ALL COACHES TO ADHER TO THE "CODE OF ETHICS AND CODE OF SPORT ETHICS FOR COACHES" ACCORDING TO THE MINNESOTA STATE HIGH SCHOOL LEAGUE HANDBOOK, LISTED BELOW:

CODE OF ETHICS FOR COACHES

STATEMENT OF PHILOSOPHY: THE MINNESOTA STATE HIGH SCHOOL LEAGUE HAS ESTABLISHED POLICIES AND STANDARDS WHICH WILL CULTIVATE THE IDEALS OF GOOD SPORTSMANSHIP. IT SHALL BE THE RESPONSIBILITY OF EACH MEMBER SCHOOL TO ENSURE THAT ALL INDIVIDUALS EMPLOYED OR DIRECTLY ASSOCIATED WITH THE INTERSCHOLASTIC PROGRAM CONDUCT THEMSELVES IN A SPORTSMANLIKE MANNER. THE COACH IS AN OFFICIAL REPRESENTATIVE OF THE SCHOOL AT INTERSCHOLASTIC ATHLETIC ACTIVITIES. IT IS THE RESPONSIBILITY OF THE HEAD AND ASSISTANT COACHES TO SERVE AS ROLE MODELS FOR STUDENTS AND THE PUBLIC.

CODE OF ETHICS: A COACH WILL BE IN VIOLATION OF THE STANDARDS FOR GOOD SPORTS ESTABLISHED BY THE MINNESOTA STATE HIGH SCHOOL LEAGUE BY:

- A. MAKING DEGRADING/CRITICAL REMARKS ABOUT OFFICIALS DURING OR AFTER A CONTEST EITHER ON THE FIELD OF PLAY, FROM THE BENCH OR THROUGH ANY PUBLIC NEWS MEDIA;
- B. ARGUING WITH OFFICIALS OR GOES THROUGH MOTIONS INDICATING DISLIKE/DISDAIN FOR A DECISION;
- C. DETAINING THE OFFICIALS FOLLOWING THE CONTEST TO REQUEST A RULING OR EXPLANATION OF ACTIONS TAKEN BY THE OFFICIAL; OR
- D. BEING EJECTED FROM ANY CONTEST.

ACTIONS AND RESPONSE: NEGATIVE ACTIONS BY A COACH SHALL BE REPORTED TO THE LEAGUE BY THE SCHOOL AND BY THE HEAD CONTEST OFFICIAL. THE SCHOOL SHALL DOCUMENT THE RESULTS OF THEIR INVESTIGATION AND ACTIONS TAKEN, WHERE NECESSARY AND APPROPRIATE. PENALTIES FOR VIOLATION OF THESE STANDARDS MAY INCLUDE, BUT ARE NOT LIMITED TO, REPRIMAND, CENSURE, FINES, OR OTHER ACTIONS AS DEEMED APPROPRIATE BY THE BOARD OF DIRECTORS.

COMMENTARY: IT IS WITHIN EACH INDIVIDUAL'S ABILITY TO TREAT OTHERS WITH DIGNITY AND RESPECT. THE LEAGUE AND ITS MEMBER SCHOOLS EXPECT EACH INDIVIDUAL TO ASSURE THE RESPONSIBILITY FOR THEIR ACTIONS.

HIGH SCHOOL INTERSCHOLASTIC SPORTS ARE UNIQUE IN THEIR MISSION TO PROVIDE EDUCATIONAL OPPORTUNITIES FOR STUDENTS THROUGH ATHLETIC PROGRAMS SPONSORED BY THEIR SCHOOLS. AS A COACH, YOU CARRY THE PRIMARY RESPONSIBILITY TO TEACH STUDENTS HOW TO REASON, MAKE CHOICES AND UNDERSTAND THE IMPACT OF THEIR DECISIONS ON OTHERS. THESE OPPORTUNITIES TO TEACH OCCUR THROUGHOUT YOUR SPORT SEASON. THE STUDENTS HEAR YOUR WORDS AS YOU TALK TO THEM AND THEIR TEAMMATES. THEY SEE HOW YOU TREAT THEIR OPPONENTS AND OBSERVE YOUR RESPECT FOR THE LETTER AND SPIRIT OF THE RULES.

THE LESSONS YOU TEACH MUST BE COMPATIBLE WITH THE EDUCATIONAL MISSION OF YOUR SCHOOL DISTRICT. THE LESSONS MUST: SUPPORT AND ENSURE FAIR PLAY AND HONORABLE COMPETITION; TREATING PEOPLE WITH DIGNITY AND RESPECT; ENSURE EQUITY, FAIRNESS AND JUSTICE; AND PROMOTE ACTIVITIES WHICH ENHANCE HEALTHY LIFESTYLES.

AS A COACH, YOU ARE EXPECTED TO MODEL POSITIVE SPORT ETHICS BASED ON THE MORAL GUIDES OF JUSTICE, HONESTY, RESPONSIBILITY AND BENEFICENCE/PRODUCING GOOD.

THE FOLLOWING STATEMENTS WILL HELP YOU REVIEW YOUR RESPONSIBILITIES AS A COACH SO THE STUDENTS UNDER YOUR CARE WILL HAVE A FULL AND FAIR OPPORTUNITY TO DEVELOP INTO HEALTHY AND RESPONSIBLE CITIZENS.

I UNDERSTAND

- I UNDERSTAND AND SUPPORT THE RELATIONSHIP OF THE SPORT/ACTIVITY PROGRAM TO THE ACADEMIC MISSION OF OUR SCHOOL DISTRICT.
- I UNDERSTAND OUR DISTRICT PROVIDES INTERSCHOLASTIC ATHLETICS SO OUR STUDENT ATHLETES CAN LEARN TO REASON, MAKE CHOICES AND UNDERSTAND THE IMPACT OF THEIR DECISIONS ON OTHERS THROUGH THEIR PARTICIPATION IN SPORTS.
- I UNDERSTAND THE PRINCIPLES OF JUSTICE, HONESTY, RESPONSIBILITY AND BENEFICENCE/PRODUCING GOOD AND WILL INCORPORATE THEM INTO MY COACHING PHILOSOPHY AND ACTIONS.
- I UNDERSTAND I MUST ROLE MODEL DECISIONS AND BEHAVIORS WHICH TEACH STUDENTS HOW TO COMPETE WITHIN THE LETTER AND SPIRIT OF THE RULES FOR OUR SPORT SO THAT ALL COMPETITORS HAVE THE SAME FAIR CHANCE FOR SUCCESS.
- I UNDERSTAND THAT THINKING ABOUT WHAT IS THE RIGHT THING TO DO IS CALLED MORAL REASONING AND STUDENT ATHLETES SHOULD LEARN HOW TO MORALLY REASON THROUGH OUR SPORT.

I WILL

THE FOLLOWING MORAL GUIDES ARE DRAWN FROM THE PRINCIPLES OF JUSTICE, HONESTY, RESPONSIBILITY AND BENEFICENCE/PRODUCING GOOD. THESE PRINCIPLES WILL HELP COACHES DECIDE WHICH ARE THE APPROPRIATE ENDS TO PURSUE. THEY ARE REMINDERS THAT THE LETTER AND SPIRIT OF THE RULES ARE MEANT FOR EVERYBODY AND FOR THE GOOD OF EVERYONE ALIKE.

JUSTICE: FAIRNESS OF TREATMENT, OPPORTUNITIES, BENEFITS, AND POLICIES; BEING IMPARTIAL; HAVING INTEGRITY

- I WILL MODEL LANGUAGE AND BEHAVIOR THAT IS NON-BIASED AND INCLUSIVE OF INDIVIDUALS REGARDLESS OF ETHNICITY, RACE, RELIGION, SEX AND DISABILITY.
- I WILL EDUCATE AND SENSITIZE MYSELF TO GENDER FAIRNESS AND EQUITY ISSUES.
- I WILL INTERVENE TO LET OTHERS KNOW I WILL NOT TOLERATE ETHNIC, DISABILITY OR SEXIST JOKES, RACIAL OR RELIGIOUS SLURS, OR ANY ACTION WHICH DEMEANS ANY INDIVIDUAL OR GROUP.
- I WILL EDUCATE AND SENSITIZE MYSELF TO THE CULTURAL HERITAGE AND TRADITIONS OF OTHERS.
- I WILL INITIATE ACTIONS WHICH WOULD PREVENT PREJUDICE AND DISCRIMINATION AGAINST INDIVIDUALS OR GROUPS.

HONESTY: BEING TRUTHFUL AND TRUSTWORTHY IN DEALING WITH OTHERS; CHARACTER; INTEGRITY; DEALING FAIRLY, OBLIGATED TO FOLLOW THE RULES.

- I WILL BE AWARE OF MY INFLUENCE ON THE EDUCATION OF THE STUDENT ATHLETE AND WILL NOT PLACE THE VALUE OF WINNING ABOVE THE TEACHING OF ETHICAL VALUES.
- I WILL RESPECT THE STUDENT ATHLETES' RESPONSIBILITIES TO THEIR ACADEMICS AND OTHER SCHOOL, COMMUNITY AND FAMILY ACTIVITIES.
- I WILL MODEL THE MORAL VALUE OF HONESTY TO MY STUDENT ATHLETES AND EXPECT THEM TO PLAY WITHIN THE SPIRIT AND INTENT OF THE RULES.
- I WILL EXHIBIT COMPLETE RESPECT FOR AND WILL OBSERVE THE RULES OF OUR SPORT TO ENSURE A POSITIVE SPORTS CONTEST AND ATMOSPHERE FOR COMPETITION.
- I WILL BE KNOWLEDGEABLE ABOUT THE RULES WHICH GOVERN THE ELIGIBILITY OF OUR STUDENT ATHLETES AND WILL APPLY THEM AS INTENDED.
- I WILL TEACH OUR STUDENT ATHLETES THAT IT IS ALWAYS WRONG TO INTENTIONALLY VIOLATE THE RULES TO GAIN AN ADVANTAGE; THAT CHEATING DENIES THEIR PROMISE TO FOLLOW THE RULES AND DESTROYS THE POSITIVE SPORTS CONTEST.
- I WILL COACH WITHIN THE LETTER AND SPIRIT OF THE RULES AND WILL NOT ENGAGE IN GAMESMANSHIP (PUSHING RULES TO THE LIMIT) OR USE UNETHICAL MEANS TO ACHIEVE MY SELF-INTERESTS.
- I WILL WORK WITHIN THE ESTABLISHED PROCESS TO CHANGE RULES AND POLICIES.

RESPONSIBILITY: BEING ACCOUNTABLE FOR YOUR ACTIONS; CAPABLE OF DETERMINING ONE'S OWN ACTIONS

- I WILL SET AN EXAMPLE OF THE HIGHEST ETHICAL AND MORAL CONDUCT IN ALL PERSONAL CONTACT WITH THE STUDENT ATHLETES, OFFICIALS, SCHOOL ADMINISTRATION, MEDIA AND THE PUBLIC.

- I WILL KEEP THE COMPETITIVE NATURE OF THE SPORT IN PERSPECTIVE BY REMEMBERING THE PRIORITIES OF STUDENTS ARE TO LEARN NEW SKILLS, BE ABLE TO PLAY AND HAVE FUN.
- I WILL COACH THE LETTER AND SPIRIT OF THE RULES AND WILL NOT USE A STRATEGY WHICH INCLUDES INTIMIDATION AND UNETHICAL CONDUCT TO GAIN AN ADVANTAGE. I UNDERSTAND SUCH ACTS CAN LEAD TO VIOLENT RESPONSE WHEN OPPONENTS BELIEVE SUCH ACTIONS ARE UNFAIR.
- I WILL RECOGNIZE THE POSITIVE SPORTS PERFORMANCE OF ALL DESERVING PARTICIPANTS ON OUR TEAM, ON THE OPPOSING TEAM AND OFFICIALS.
- I WILL EXHIBIT RESPECT FOR CONTEST OFFICIALS AND WILL NOT ENGAGE IN ANY CONDUCT WHICH REFLECTS DISRESPECT FOR THE OFFICIALS OR THEIR DECISIONS.
- I WILL TEACH OUR ATHLETES TO ACCEPT OFFICIALS' DECISIONS AND NOT TO INDICATE ANY INAPPROPRIATE DISPLEASURE, VERBALLY OR NONVERBALLY.
- I WILL CONSIDER PUBLIC CRITICISM OF OFFICIALS OR ANOTHER TEAM'S COACHES OR PLAYERS AS UNETHICAL AND WILL TAKE STEPS TO PREVENT SUCH ACTIONS.
- I WILL DEMONSTRATE DISAPPROVAL OF AND WILL TAKE STEPS TO PREVENT ANY ACTS INTENDED TO DISRUPT OR DETRACT FROM THE PERFORMANCE OF OUR OPPONENTS.
- I WILL EXHIBIT ORDINARY COURTESY AND POLITENESS.

BENEFICENCE/PRODUCING GOOD: DOING NO HARM, PREVENTING HARM, REMOVING HARM AND DOING GOOD; THE ACT OF GIVING TO ANOTHER ABOVE AND BEYOND THE REQUIREMENT OF RULES; THE ACT OF CIVILITY

- I WILL TREAT ALL STUDENT ATHLETES WITH EQUAL RESPECT, HELPING EACH TO DEVELOP THEIR SKILLS.
- I WILL BE RESPONSIBLE AT ALL TIMES FOR MY BEHAVIOR.
- I WILL PLACE THE EMOTIONAL AND PHYSICAL WELL BEING OF OUR STUDENT ATHLETES AHEAD OF ANY PERSONAL DESIRE TO WIN.
- I WILL PROVIDE POSITIVE INSTRUCTION AND REFRAIN FROM PUT-DOWNS, YELLING AND ABUSIVE STATEMENTS, REMEMBERING THAT STUDENTS LEARN FROM RECEIVING POSITIVE SUPPORT.
- I WILL USE RESPECTFUL LANGUAGE AT ALL TIMES AND WILL NOT USE PROFANITY THAT IS CASUAL OR DIRECTED AT ANY INDIVIDUAL; I WILL EXPECT THE SAME FROM STUDENT ATHLETES.
- I WILL DISCIPLINE OUR STUDENT ATHLETES IN A POSITIVE MANNER AND WILL NOT USE RIGOROUS TRAINING ACTIVITIES AS PUNISHMENT FOR NEGATIVE BEHAVIORS.
- I WILL NEVER COACH OUR ATHLETES TO PERSONALLY FOUL WITH THE INTENT OF INJURING AN OPPONENT.
- I WILL DIFFERENTIATE BETWEEN CORRECTIVE DISCIPLINE AND PUNISHMENT. I WILL NOT USE PHYSICAL ACTIONS, SUCH AS PUSHING OR THROWING OBJECTS, TO DISCIPLINE OR EXHIBIT DISPLEASURE.
- I WILL DO MY BEST TO PROVIDE A SAFE PRACTICE AND COMPETITIVE ENVIRONMENT FOR OUR STUDENT ATHLETES.
- I WILL DO MY BEST TO ORGANIZE PRACTICES AND CONTESTS THAT ARE FUN AND CHALLENGING FOR ALL STUDENT ATHLETES.
- I WILL LISTEN RESPECTFULLY TO CONCERNS BROUGHT TO MY ATTENTION BY PARENTS/GUARDIANS OF OUR STUDENT ATHLETES.
- I WILL TAKE AN ACTIVE ROLE IN THE PREVENTION OF ALCOHOL, TOBACCO, STEROID, AND OTHER DRUG USE AND WILL NEVER INDIRECTLY OR DIRECTLY CONDONE THEIR USE.
- I WILL MODEL APPROPRIATE USE OF ALCOHOL OR OTHER LEGAL SUBSTANCES IF I CHOOSE TO USE THEM.
- I WILL BE SENSITIVE TO ISSUES OF BODY IMAGE AND WILL RESPOND TO SIGNS OF EATING DISORDERS AMONG MY STUDENT ATHLETES.
- I WILL BE SENSITIVE TO THE EMOTIONAL BONDING THAT MAY OCCUR IN THE COACH-ATHLETE RELATIONSHIP AND WILL BE RESPONSIBLE TO ACT ETHICALLY FROM MY POSITION OF POWER AS A COACH. I WILL NOT ENCOURAGE OR ACT UPON ANY SEXUAL OR ROMANTIC INVOLVEMENT WITH AN ATHLETE.
- I WILL MOTIVATE WITH PRAISE, NOT NAME-CALLING AND WILL NEVER USE GENDER-BASED TERMS, RACIAL OR RELIGIOUS SLURS OR ANY OTHER DEMEANING ACTION TO SHAME OR DISCIPLINE A PLAYER.

VIII. REQUIRED PARTICIPANT INFORMATION

ALL FORMS LISTED MUST BE COMPLETED, SIGNED, AND RETURNED TO THE ACTIVITY OFFICE BEFORE THE PARTICIPANT WILL BE PERMITTED TO PRACTICE OR COMPETE. WHEN FORMS ARE ALL COMPLETE THE PARTICIPANT WILL RETURN THE "YELLOW SLIP" TO THE HEAD COACH, BEFORE THEY ARE ALLOWED TO PRACTICE OR PLAY.

1. PHYSICAL EXAMINATION – A PARTICIPANT IS REQUIRED TO UNDERGO A PHYSICAL EXAMINATION ONCE EVERY THREE YEARS. IF THE PARTICIPANT HAS A HISTORY OF MEDICAL PROBLEMS, WE WOULD RECOMMEND YEARLY EXAMINATIONS.
2. PARENT PERMIT AND HEALTH QUESTIONNAIRE – EACH YEAR THE PARENT PERMIT AND HEALTH QUESTIONNAIRE MUST BE COMPLETED AND SIGNED BY THE PARENT. THIS PROVIDES A BRIEF MEDICAL HISTORY OF THE PARTICIPANT.
3. ATHLETIC ELIGIBILITY INFORMATION BULLETIN – IT IS THE RESPONSIBILITY OF THE HEAD COACH IN EACH ACTIVITY, AND AT EACH LEVEL, TO READ AND DISCUSS THE RULES WITH ALL PARTICIPANTS. THE BULLETIN MUST BE SIGNED BY BOTH THE PARTICIPANT AND THE PARENT OR LEGAL GUARDIAN, AND RETURNED TO THE ACTIVITY OFFICE.
4. DISTRICT ACCIDENT INSURANCE WAIVER FORM – ISD 309 DOES NOT HAVE A DISTRICT POLICE TO COVER ATHLETIC INJURIES. WE DO PROVIDE AN OPTIONAL STUDENT ACCIDENT INSURANCE PROGRAM THAT MAY BE PURCHASED. POLICIES FORMS ARE AVAILABLE AT THE MIDDLE SCHOOL AND HIGH SCHOOL OFFICE.
5. USER FEES – THERE WILL BE NO FEES TO PARTICIPATE IN ANY DISTRICT 309 ACTIVITY IN THE 2022-2023 SCHOOL YEAR
 - a. 7TH AND 8TH GRADE STUDENTS - \$0.00 PER ACTIVITY
 - b. 9TH THROUGH 12 GRADE STUDENTS - \$0.00 PER ACTIVITY

c. FAMILY MAXIMUM \$0.00

ALL FORMS LISTED MUST BE COMPLETED, SIGNED, AND RETURNED TO THE ACTIVITY OFFICE BEFORE THE PARTICIPANT WILL BE PERMITTED TO PRACTICE OR COMPETE. WHEN FORMS ARE ALL COMPLETE THE PARTICIPANT WILL BE GIVEN A YELLOW SLIP TO GIVE TO THE COACH OF THEIR SPORT.

IX. SCHEDULING

GAMES, TOURNAMENTS, AND SCRIMMAGES ARE TO BE SCHEDULED BY OR THROUGH THE ACTIVITIES DIRECTOR. PRIORITY IN SCHEDULING WILL BE GIVEN TO CONFERENCE AFFILIATION, SECTION OPPONENTS, AND DISTANCE. A PRIMARY CONCERN WILL BE GIVEN TO OUR YOUR ATHLETES.

X. TOURNAMENT PARTICIPATION

THE PARK RAPIDS SCHOOL DISTRICT WILL PROVIDE ALL MEALS, TRANSPORTATION, AND LODGING FOR ANY TEAM OR INDIVIDUAL THAT WILL BE COMPETING IN THE STATE TOURNAMENT, CONSISTENT WITH THE SCHOOL TRAVEL POLICY.

THE VARSITY COACH AND A VARSITY ASSISTANT COACHES OR POSITION COACH, WILL BE PROVIDED TRANSPORTATION, MEALS, AND LODGING. UPON RETURN TO PARK RAPIDS THEY WILL RETURN ALL RECEIPTS FOR ALL MEALS PURCHASED WITH MONEY PROVIDED BY THE SCHOOL DISTRICT.

DEPARTURE TIME FOR ANY STATE OR SECTION MEET/TOURNAMENT/GAME WILL BE DETERMINED BY THE ACTIVITIES DIRECTOR AND COACH. THE DETERMINED TIME WILL ALLOW ATHLETES TO BE PRESENT AT BANQUETS, IF APPLICABLE, OR AT THE EVENT AT A REASONABLE TIME TO ADEQUATELY PREPARE FOR THE ACTIVITY. THE PARK RAPIDS SCHOOL DISTRICT WILL NOT PROVIDE TRANSPORTATION FOR TEAMS AND/OR INDIVIDUALS THAT HAVE NOT QUALIFIED FOR A DISTRICT OR STATE TOURNAMENT.

XI. SCHEDULING POLICIES

THE FOLLOWING ARE POLICIES FOR PRACTICE AND GAME SCHEDULING:

1. NO ATHLETIC EVENT OR PRACTICE MAY BE HELD ON SUNDAY.
2. EVENTS MAY NOT BE SCHEDULED ON POLITICAL CAUCUS DAYS AFTER 6:00 P.M. OR ON GENERAL ELECTION DAYS.
3. **WEDNESDAYS ARE CONSIDERED "CHURCH NIGHTS" BY THE COMMUNITY AND THEREFORE, NO EVENTS ARE TO BE SCHEDULED OR PRACTICES HELD AFTER 6:00 P.M. ON WEDNESDAY NIGHTS EXCEPT IN EMERGENCIES OR AS APPROVED BY THE SUPERINTENDENT.**
4. COACHES ARE TO PREPARE A LIST OF PRACTICE TIMES FOR DURING VACATION PERIODS AND GIVEN TO THE ACTIVITIES DIRECTOR AND ACTIVITIES SECRETARY.
5. ATHLETES SHALL NOT BE EXCUSED FROM SCHOOL FOR PRACTICE OPPORTUNITIES UNLESS APPROVED BY THE BUILDING PRINCIPAL ACTIVITIES DIRECTOR, AND/OR SUPERINTENDENT.

XII. AWARDS

THE FOLLOWING POLICIES ARE TO BE FOLLOWED IN GRANTING AWARDS AND HONORS.

1. ATHLETIC AWARDS GIVEN TO ATHLETES, THE COACHES SHOULD CONSIDER:
 - a. NUMBER OF YEARS PARTICIPATING IN THE SPORT
 - b. PAST VIOLATIONS
 - i. SOMEONE WITH A VIOLATION DURING THE SEASON MAY NOT RECEIVE ANY POST SEASON AWARDS OR A VARSITY LETTER FOR THAT SEASON.
 - c. ADHERENCE TO TRAINING RULES
 - d. PROMPTNESS AND ATTENDANCE AT PRACTICE
 - e. ATTITUDE AND COOPERATION
 - f. SKILL DEVELOPMENT AND PERFORMANCE
 - g. INJURIES THAT OCCURRED DURING THE SEASON

XIII. LETTER REQUIREMENTS

LETTERING CRITERIA WILL BE SET BY EACH HEAD COACH OF THEIR SPORTS. LETTERING CRITERIA SHOULD BE UNDERSTOOD BY ATHLETES AND PARENTS PRIOR TO THE SEASON. AN EVALUATION OF THESE REQUIREMENTS SHOULD BE EVALUATED EVERY COUPLE OF YEARS. STUDENTS WHO LETTER WILL RECEIVE A SYMBOL AND BAR THE FIRST YEAR THEY LETTER AND A BAR FOR EACH ADDITIONAL YEAR THEY LETTER. STUDENTS WILL ALSO RECEIVE THEIR NUMERALS AFTER THE COMPLETION OF THEIR FIRST ACTIVITY THEIR FRESHMAN YEAR.

