

**Pleasant Hill School District**



**Athletics Handbook**

**2025-2026**

**HOME OF THE BILLIES**

**\*Updated October 2025**

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## Athletic Department Staff

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**Facebook:** @BilliesAthletics

**Instagram:** @billiesathletics

**Website:** [www.phhs.pleasanthill.k12.or.us/athletics](http://www.phhs.pleasanthill.k12.or.us/athletics)

## **Message to Families and Student-Athletes**

Welcome to Pleasant Hill School District. We are excited that you want to be a part of the Billie Athletics community during the 2025-2026 school year. The foundation of success has been built by many coaches, student-athletes and community members before us, and now it is our turn to continue the tradition of success. This is a big responsibility for all of us. We all have a unique and important role to play. From coaching, to playing, to officiating, to supporting and parenting, each role is important.

As a member of the Billie Athletics community, you will see first-hand the benefits of being a part of interscholastic athletics. While the standards of being a student-athlete at Pleasant Hill are high, the benefits of participating in interscholastic athletics is powerful in your development both as a student and as an athlete.

This handbook will be your guide in ensuring that you have a successful athletic experience at Pleasant Hill School District. Please be sure that you read and understand our policies, procedures, rules and expectations.

We are excited to have you a part of our team. The staff at Pleasant Hill is here to support all student-athletes and their families. Please do not hesitate to reach out with any questions, comments, or concerns.

Respectfully,

**Alan Stearns, District Athletic Director**

**Joe Neill, Middle School Athletic Director**

## **Roles We Serve**

### **District Athletic Director**

The District Athletic Director is responsible for administering the Athletic Program at the Pleasant Hill School District. Duties include—but are not limited to—hiring, evaluating and training coaches, coordinating the athletic budget, scheduling games, coordinating practice schedules, ensuring compliance with OSAA, league and school policies, rules and regulations, scheduling transportation, coordinating officials, implementing student-athlete leadership development opportunities, attending and supervising athletic events, managing all athletic-related communication, and maintaining media relations.

The District Athletic Director will advise the Superintendent, PHHS Principal, staff, teams, coaches, and parents/guardians of any changes and communicate the needs of the Athletic Department to the administration, booster club, and PHSD School Board. They must also be a positive representative of the Pleasant Hill School District and the Athletic Department.

### **Head Coach**

The Head Coach is responsible for creating a fun, safe, and challenging environment in which student-athletes will receive a high level of instruction and competition. The Head Coach is also responsible for confirming game and bus schedules, submitting a roster prior to the season, distributing and collecting uniforms and equipment, completing game, injury and incident reports, and communicating with parents/guardians. The Head Coach must also ensure that student-athletes are exhibiting good behavior at all times.

The Head Coach is expected to be a positive representative of the Pleasant Hill School District and the Athletic Department. They are expected to make decisions based on the collective interest of the team, while also developing each student-athlete to their fullest potential. The Head Coach must be clear in expectations and available to student-athletes for positive mentorship. They are expected to maintain high personal standards, have a student-first approach, and promote sportsmanship at all times.

### **Student-Athlete**

The student-athlete is expected to be a positive member of the Pleasant Hill Athletics community. If a student-athlete must discuss an issue with the Head Coach, they must communicate in a respectful manner to try to find a solution. If a solution is not reached, the District Athletic Director may assist. Student-Athletes will be representing Pleasant Hill at all times and are expected to conduct themselves in a manner that will reflect positively upon our program and school. Student-athletes are expected to be respectful and exhibit good behavior in class, in practice, in contests and in the community. If a student-athlete fails to abide by the expectations, policies and rules outlined in this handbook, they may be subject to penalties, which may include contest suspensions, ineligibility, or dismissal from the team.

### **Parent/Guardian**

The parent/guardian plays a vital role in the Pleasant Hill Athletics Program. Parents/guardians model attitudes and behaviors for their student-athlete. We invite all parents/guardians to attend home and away contests, support the team, and encourage their student-athlete to practice and play with maximum effort.

We are appreciative of the assistance parents/guardians provide for their student-athletes in their athletic endeavors. We recognize the sacrifice that many of our parents/guardians have to make in order to support their student-athlete and their success. We are appreciative of the support parents/guardians provide our coaches in their efforts to create a valuable athletic experience for all participants. It is important for parents/guardians to be mindful of and respect what the coaches are trying to do by avoiding interference or public criticism, especially in front of their student-athletes, other teammates, or community members.

Parents/guardians are expected to contribute to the positive playing environment that we provide for ALL participants, including officials, opposing student-athletes, coaches, and fans. There is a zero-tolerance policy at Pleasant Hill for discriminatory and disrespectful acts towards others at all athletic events. Any spectator that displays acts of discrimination or disrespect will be kindly asked to leave the contest.

Parents/guardians should speak with the Head Coach or the District Athletic Director to become more involved. There are several opportunities that Pleasant Hill parents/guardians can become involved:

- Pleasant Hill Booster Club membership
- Volunteering for athletic event operations (i.e. chain gang at football games, clock operator at basketball games, scorebook at softball games, etc.)
- Coordinating team dinners
- Assisting with fundraising efforts
- Field prep and maintenance

## Sports Offered at Pleasant Hill

<b>High School</b>	<b>Middle School</b>
<b>Fall</b>	<b>Fall</b>
Football (co-ed)	Football (7 <sup>th</sup> /8 <sup>th</sup> )
Boys Soccer	Volleyball (7 <sup>th</sup> /8 <sup>th</sup> )
Girls Soccer	Cross Country (6 <sup>th</sup> , 7 <sup>th</sup> , 8 <sup>th</sup> )
Girls Volleyball	
Cross Country (co-ed)	
Cheerleading (co-ed)	
<b>Winter</b>	<b>Winter</b>
Wrestling (co-ed)	Boys Basketball (7 <sup>th</sup> /8 <sup>th</sup> )
Boys Basketball	Girls Basketball (7 <sup>th</sup> /8 <sup>th</sup> )
Girls Basketball	
Competition Cheer (co-ed)	
<b>Spring</b>	<b>Spring</b>
Baseball	Track & Field (6 <sup>th</sup> , 7 <sup>th</sup> , 8 <sup>th</sup> )
Softball	Boys Soccer (6 <sup>th</sup> , 7 <sup>th</sup> , 8 <sup>th</sup> )
Track & Field (co-ed)	Girls Soccer (6 <sup>th</sup> , 7 <sup>th</sup> , 8 <sup>th</sup> )
Boys Volleyball (club status)	
Girls Flag Football (club status)	
Boys & Girls Golf (club status)	

\*High School teams may separate into JV2, Junior Varsity and Varsity teams depending on the number of participants in each sport.

\*Middle School teams may separate into A and B Teams depending on the number of participants in each sport.

## Athletic Training Procedures

### Illness & Injury

All injuries should be reported to the Head Coach at the time they occurred so further injury can be avoided. If a student-athlete is injured, remember the following:

1. Report the injury to the Head Coach before leaving the playing area.
2. No matter how small the injury, get treatment.
3. Student-athletes are expected to attend practices each day they attend school.
4. A notice from the doctor should be given to the Athletic Director and Head Coach to end physical restrictions.
5. Anyone who becomes sick, nauseated, dizzy, and/or very hot should notify the Head Coach immediately.

### Doctor Notes

Any time the student-athlete is under a doctor's care for illness, school related injury, or non-school related injury, it should be brought to the attention of the District Athletic Director and the school nurse.

A note from the doctor needs to consist of:

- Diagnosis
- Recommended treatment and rehabilitation
- Physical education and athletic restrictions (if any)
- Date of next appointment (if any)
- Date of clearance (if any)

If the school becomes aware of any illness, school related injury, or non-school related injury, the school has a right to restrict the student-athlete from participation until a clearance note from a medical provider is submitted to the school.

A clearance note from a medical provider will be required before the student-athlete will be permitted to return to participation.

### Implied Consent

In the event of a student-athlete being injured, the student-athlete and parent/guardian agree to treatment for injuries by the Certified Athletic Trainers, Head Coach, Athletic Director, Emergency Response Personnel, or a qualified health care provider. The student-athlete and parent are to be honest and not withhold information concerning symptoms or previous injuries.

### Equipment

Medical kits will be distributed to each Head Coach for all sports and levels. All equipment issued to a student-athlete from the training room is the responsibility of that student-athlete. When a student-athlete is no longer in need of the equipment, it should be returned to the District Athletic Director or Head Coach immediately. Any student-athlete who does not return their

equipment will be required to pay to have it replaced. AEDs are located at the HS softball fields, track shed and main gym.

## **League and State Affiliations**

The Pleasant Hill High School competes in the Oregon School Activities Association (OSAA). The OSAA believes that interscholastic activities programs are essential to the education of youth, and therefore are an integral part of the school curriculum. The values of high school activities and their impact upon the lives of students are immeasurable. Not only do interscholastic activities benefit and directly influence participants, but they also instill pride, unity and spirit amongst students, fans, schools and communities throughout the state.

The public and non-public high schools of Oregon voluntarily agreed to form the Oregon School Activities Association for the following purposes:

- a. to formulate and make policies to promote high ideals of citizenship, fair competition, sportsmanship and teamwork which will complement the member schools' curriculum programs;
- b. to foster uniformity to standards in interscholastic activity competition;
- c. to organize, develop, direct and regulate an interscholastic activity program which is equitable and will guide and promote the health and physical welfare of all participants.

Pleasant Hill High School competes in the 3A classification and is a member of the Mountain Valley Conference. The PHHS Athletic Department abides by the rules and procedures set forth by the Constitution and Standard Operating Procedures of the Mountain Valley Conference. Schools in the MVC include Creswell, Harrisburg, La Pine, Elmira, and Sisters.

The OSAA has established Special Districts for many of our athletic teams. The PHHS Athletic Department abides by rules and procedures set forth by the Standard Operating Procedures of each Special District.

## Athletic Department Policies

The Pleasant Hill School District Board believes extracurricular activities are necessary to supplement the curriculum of the school, and to provide meaningful and educational experiences for each student-athlete. Since participation in athletics is voluntary and all groups must exist within a framework of certain policies, rules, and regulations, the Athletic Department has developed the following policies:

- All student-athletes must abide by all regular school policies outlined in the Student Handbook, the Athletic Department's Code of Conduct, Oregon School Activities Association (OSAA) regulations, and the Mountain Valley Conference constitution and standard operating procedures.
- All student-athletes must adhere to these policies during the full duration of the season, including all conditioning sessions, travel, and post-season competitions. Some policies are enforced 24/7, 365 days per year.
- All student-athletes shall abide by school and school district policies and regulations in regards to suspensions, expulsions, and removals. Suspension from school will result in suspension from participation, while expulsion from school will result in forfeiture of the student's right to participate in athletics for that school year.

### Athletic Training Rules Note

Within reason, athletic programs may establish rules of conduct and consequences for misconduct that are stricter than those for student-athletes. If a training rule violation is also a violation of the Student Code of Conduct, the consequences specified by the district may apply in addition to any consequences specified by the team. The *Athletic Training Rules* do not replace any student rights or responsibilities set forth in the general provisions of this handbook or in the policies of the Pleasant Hill School District.

### What does the Model Billie look like?

All Pleasant Hill student-athletes are expected to be a *Model Billie* in Citizenship, Scholarship and Sportsmanship.

### Citizenship: The Model Billie...

- Is kind to others through compassion, empathy, and sympathy.
- Takes pride in their school and athletic facilities by practicing cleanliness.
- Is courteous, polite, helpful and sincere towards others in the classroom and in the community.
- Offers to give a helping hand to those who look as though they need it.
- Shows the utmost respect to parents, teachers, coaches, and adult community members.
- Seeks ways to *Pay it Forward*—helping others without intentions to receive anything in return.

- Acts with integrity by doing the small things right, even when no one is watching.
- Takes pride in our school and facilities by practicing cleanliness.
- Stands up for what is right, even if it is not the most popular decision.

### **Scholarship: The Model Billie...**

- Seeks success in the classroom.
- Finds enjoyment in their learning.
- Has a growth mindset.
- Attends every class on time and ready to learn.
- Completes every assignment and submits within the due date.
- Builds positive relationships with every teacher, staff and classmate.
- Engages in class discussions, assignments, and activities.
- Maintains academic eligibility by making satisfactory progress towards graduation.

### **Sportsmanship: The Model Billie...**

- Commits to improvement every day.
- Believes in the mission and vision of the program and the Athletic Department. Leads others towards accomplishing the mission and vision.
- Leads with servitude and selflessness—cleans up facilities, takes care of equipment, encourages all teammates, mentors younger teammates.
- Takes advantage of every opportunity to get better.
- Communicates effectively with coaches, teammates and parents.
- Contributes to a culture of success—trust, hard work, discipline, gratitude, integrity and loyalty.
- Attends every practice on time and ready to go.
- Holds their teammates accountable, even when it is not easy or popular.
- Represents the program and the Athletic Department positively within the school and the community.
- Competes with full effort until the clock hits zero.
- Instills the spirit of the competitor within others.
- Practices good sportsmanship with officials, opponents, coaches and fans.
- Maintains clear focus and does not let outside influencers—officials, opponents, fans—dictate their emotions and level of play.
- Recognizes that officiating is an extremely difficult job and demonstrates respect and gratitude towards every official, no matter their ability level, experience or quality.

### **Discriminatory Harassment and Bullying**

Discriminatory harassment and bullying behavior will not be tolerated. Discrimination (OAR 581-021-0045(1)(a)) is defined as “any act that unreasonably differentiates treatment, intended or unintended, or any act that is fair in form but discriminatory in operation, either of which is based on age, disability, national origin, race, color, marital status, religion, sex, and sexual orientation.” Harassing conduct may take many forms, including verbal acts and name-calling; graphic and written statements, which include use of cell phones or the internet; or other conduct that may be physically threatening, harmful, or humiliating. Examples include, but are not limited to, hazing, intimidation, bullying, cyberbullying or menacing employees, self or others. Harassment does not have to include intent to harm, be directed at a specific target, or involve

repeated incidents. Harassment creates a hostile environment when the conduct is sufficiently severe, pervasive or persistent, so as to interfere with or limit the ability to participate in or benefit from the services, activities, or opportunities offered by a school. This includes the use of, or engagement in, abusive verbal expression or physical conduct, especially if that conduct interferes with the performance of students, staff, event officials or sponsors of interscholastic activities.

### **Spectator Conduct**

#### *OSAA Handbook Rule 3.4*

The following expectations regarding spectator conduct at all OSAA sanctioned events, including regular and postseason competition are provided. Those violating or threatening to violate the following Association rules or site management spectator conduct expectations, may be ejected from the premises, issued a trespass citation, excluded from sanctioned activities temporarily or permanently and/or referred to law enforcement officials.

*3.4.1* All cheers, comments, and actions shall be in direct support of one's team. No cheers, comments, or actions shall be directed at one's opponent or contest officials. Some examples of unacceptable conduct include but are not limited to: disrespecting players by name, number or position; negative cheers or chants; throwing objects on the playing surface; use of derogatory or racially explicit language; discriminatory harassment or conduct that creates a hostile environment that is disruptive to the educational environment.

*3.4.2* Spectators shall not be permitted to use vulgar/offensive or racially/culturally insensitive language or engage in racially/culturally insensitive action.

### **Hazing**

Hazing, a form of harassment whether it be physical or verbal, will not be condoned by a victim, a coach, staff, family, school administrator, fellow students and teammates. Any student-athlete found to have committed an act of harassment against any student in the district, including teammates, will be faced with disciplinary action, which may include suspension from their team and from school. Team members are expected to notify a coach or other school official if any such behavior is observed. School employees who fail to enforce this policy or any violation of the Pleasant Hill School District Policy may be subject to disciplinary action. Criminal acts, violence, intimidation or discrimination, whether at school or in the community, will not be tolerated and may be cause for disciplinary action up to and including suspension/dismissal from the program. Please refer to board policy JBA, Sexual Harassment of Students, and JFCF, Hazing/Harassment/Threats.

In the case of legal investigations by law enforcement officials related to criminal acts, the school officials will work with law enforcement officials to determine an appropriate course of action based on evidence provided.

## **Academic Requirements**

The objective of the academic eligibility rule is to complement school curriculum programs in recognition that interscholastic activity programs are an extension of the classroom. Academic standards help ensure a balance between activities and academic performance, promote the

objective of graduation from high school, ensure that student participants are representing the academic mission of Pleasant Hill, and allow the use of interscholastic participation as a motivator for academic excellence.

To be eligible to participate in interscholastic activities, all student-athletes will be required to meet certain standards established by the Oregon School Activities Association (OSAA) and the Pleasant Hill Athletic Department.

### **OSAA Academic Requirements**

An eligible student-athlete is one who is enrolled in school, attending regularly and who during the immediate preceding semester was enrolled in school, attended regularly and passed subjects equivalent to at least six credits of work. For purposes of athletic eligibility, a unit of credit shall be as defined in the State Board of Education's minimum requirements for high school graduation.

In addition to the specific credit requirement, to be academically eligible, a student-athlete must be making satisfactory progress towards the school's graduation requirements by earning a minimum quantity of credits prior to the start of the specified year.

At the end of the semester, student-athletes are required to hold at least a 2.0 GPA and pass six classes.

### **Minimum Satisfactory Progress Requirements**

- Required Prior to Year 2 – 6 credits
- Required Prior to Year 3 – 12 credits
- Required Prior to Year 4 – 18 Credits

### **Pleasant Hill Athletic Department Requirements**

Student-athletes may not be failing more than one class at any time. Grades will be checked every Monday throughout the school year. Student-athletes who do not meet the academic requirements during the Monday grade check will be placed on academic probation for one week. The eligibility week runs from Wednesday through the following Tuesday

### **Academic Probation and Ineligibility**

A student-athlete who fails to meet the standards will be placed on academic probation. They will have one week to achieve the academic standards. If, at the end of the one-week probationary period, they are not meeting the standard, they will be declared academically ineligible until the standards are met. They will be expected to practice and will be subject to all team rules and regulations unless otherwise directed by the Head Coach and/or the District Athletic Director. Student-athletes for whom an Individualized Education Plan (IEP) or 504 Plan is on file, at the time they would be declared ineligible under the above standards, shall automatically be afforded a review of their case. The Principal, District Athletic Director, and Special Education Teacher shall conduct the review. This review committee shall have the right to waive the eligibility requirement if, in their professional judgment, the student-athlete is meeting their IEP goals and has made a reasonable effort to meet the standard.

## Appeals Procedure

Any student-athlete disciplined under the Academic Eligibility Policy may appeal the decision. To appeal an academic eligibility decision, the student must follow the procedures outlined below:

- The student-athlete or parent/guardian may file a written appeal of the decision regarding the case within five school days of the decision being issued by the District Athletic Director and Head Coach. This appeal should be addressed to the Principal.
- The appeal must include rationale for requesting the appeal (i.e. new information to be considered, erroneous facts in the original case decision, etc.).
- A review of the case will be conducted by a review board (consisting of two uninvolved teachers and the Principal) within five school days of the appeal being filed provided grounds for appeal are appropriate and merit review.
- The review board will report their findings to the originator of the appeal with their recommendation for action (i.e. overturned, upheld, modified, etc.).

If the problem is not resolved to the satisfaction of the student and/or parent at the building level, this process can be repeated with direction of an appeal to the Office of the Superintendent.

## Attendance Requirements

The Head Coach and Athletic Director will receive a daily attendance report for their teams at the end of the school day. In order to participate in practice or contests, student-athletes must abide with the following expectations:

- Attend all classes for the entirety of each class.
- Arrive on time, ready to learn with required materials.
- Parents/guardians must communicate with the front office for pre-arranged absences or to excuse absences. Parents/guardians have until 3pm to excuse an absence for that day.
- Excused absences include: medical appointment (including physical therapy, dental, appointments, etc.), illnesses, death in the family, school-related trips or DMV appointments. Student-athletes and/or parents/guardians must submit a note from the provider for medical appointments and if absences from illnesses exceed three days.
- There may be special circumstances that may only be excused by the Principal or District Athletic Director. Please contact the District Athletic Director immediately prior to participation if you feel you have a special circumstance.

**Student-athletes who have an unexcused absence will not be allowed to participate in practices or contests for that day. Student-athletes may watch practice or games from the bench if they are ineligible. Student-athletes may travel with the team, so long as the bus leaves after the school day, and they do not miss any class time due to travel.**

**Student-athletes who have three unexcused tardies in one class in the quarter may not participate in the following practice or contest (whichever is first). Any further unexcused tardies in that class will result in the student-athlete missing the following practice or contest (whichever is first). If a student-student has four unexcused tardies within one week in all classes, they may not participate in the following practice or contest (whichever is first).**

## **Substance Abuse Policy**

Pleasant Hill School District recognizes that substance abuse and the problems associated with it are becoming more prevalent with students. We also recognize that in many instances a student's involvement with alcohol or other drugs can lead to the diseases of alcoholism, organ failure and other illnesses. It is our belief that prevention, early intervention, and appropriate referral are necessary to provide students the opportunity to succeed in the classroom and in athletics.

Pleasant Hill School District also recognizes that student involvement in school with alcohol or other drugs will be destructive to self or others, causing problems in their daily lives. Where the capacity to make responsible decisions regarding alcohol and other drug use has been reduced or compromised, prompt and appropriate intervention can help those students involved.

Pleasant Hill School District regards alcohol and other drug addictions as a medical problem severely affecting behavior. Our primary purpose is to identify and document any behavior that would be considered problematic to the student's effectiveness on campus and which appears to impair that student's health.

Pleasant Hill School District believes that along with the community, the school has a role to play in helping students make responsible decisions about the use of alcohol and drugs. Therefore, we wish to cooperate with the community in acting as a resource to students, parents/guardians, and employees. It is our intent to act as educators, identifiers, and referring agents. It is our hope that this will promote the safety, health, and well-being of all students.

### **Training Rules**

Student-athletes are prohibited from selling, possessing or using tobacco, vape, alcoholic beverages, illegal drugs, inhalants, and narcotics on or off campus at all times. This policy is enforced 24/7, 365 days per year.

In addition, student-athletes who are in the presence of other students or individuals in violation of this policy are expected to take all reasonable actions necessary to leave the premises immediately where such illegal activity is occurring, even if the student-athlete is not using, possessing or distributing alcoholic beverages, illegal drugs or paraphernalia. Failure to leave the premises when such violations occur will be considered an infraction of the policy and the appropriate consequences will be applied.

All other training rules such as those involving misconduct on the field, courts, or in the locker room, use of profane language, missing practice, or other types of behavior involving conduct during the season, will be set and enforced by the Head Coach of that team. It is the responsibility of the Head Coach to assure that Varsity, JV and JV2 teams abide by the same rules. In the event of any disagreement among the coaches in a sport, the decision of the Head Coach and/or District Athletic Director is final.

### **Reporting Violations**

The use or possession of drugs, tobacco or alcoholic beverages by any student-athlete must be reported to the Principal, Assistant Principal and/or the District Athletic Director who will initiate appropriate action.

### **Determination of Violations**

The Principal (or the designee of the Principal) will make the determination of whether a prohibited substance violation has occurred.

### **Consequences of Violations**

A compliance committee consisting of the Head Coach, the Athletic Director, and the Principal will determine consequences for substance violations. The committee will be guided (but not bound) by the disciplinary actions listed below:

- School and/or community service.
- Non-participation in a determined number of contests.
- Non-participation in practices for a determined period of time.
- Formal apology to the team.
- Mandatory evaluation, participation or counseling in an approved substance abuse program.
- Prohibition from attending the school's social functions or co-curricular events for a determined period of time.
- Dismissal from the team.

A second violation in the same academic year will result in immediate dismissal from the team and athletic ineligibility for the remainder of the year.

### **Appeals**

Student-athletes who wish to appeal the decision of the Compliance Committee must submit a written request for a hearing to the Office of the Superintendent within three school days.

### **Request for Assistance**

Student-athletes will not be disciplined for requesting substance abuse assistance if such requests are made prior to the administration's knowledge of substance violations. In these cases, the student-athlete will be directed to an appropriate treatment program and required to abide by all team training rules.

## **Athletic Clearance**

Student-athletes desiring to participate in athletics must obtain clearance from the Athletic Secretary before participating in any practice or activity.

- Athletic registration must be completed using the FinalForms website found at [www.pleasanthill.k12.or.us](http://www.pleasanthill.k12.or.us).
- If the student-athlete does not complete the required registration including signed athletic participation rules, they will not be allowed to participate in try-outs or practices.
- Participation in athletics/activities is not required.

### **The student-athlete must meet the following requirements before participation in competition is allowed:**

- Complete online athletic registration, including parent permission, insurance and emergency contact information.
- A copy of a current physical examination.

- Meet one of the following pay-to-participate requirements:
  - Pay your fee in full.
  - Make Payment Arrangements with the Bookkeeper and District Athletic Director.
  - Scholarship eligibility is based on an individual qualifying for the Federal Free and Reduced Lunch Program, as well as other special circumstances. All forms and payment contracts can be obtained through the Bookkeeper and/or District Athletic Director.
- Meet academic eligibility standards (grades checked by school office).
- Have returned all equipment issued in previous sport(s) or have paid for item(s) not returned.
- Complete an Impact assessment as part of our concussion safety monitoring program.
- Obtain a current student identification card.

### **Pay-to-Play Policy**

#### **High School Registration Information**

High school sports registration fee is \$150 per sport. A second sport in the same season is only \$10. When signing up for a second sport in the same season, choose 2nd HS Sport in same Season Registration on the InTouch site.

Registration fees must be paid prior to the first game or there must be an approved payment plan in place to remain eligible. If you are in need of a payment plan, please contact Kelly Michlanski ([kmichlanski@pleasanthill.k12.or.us](mailto:kmichlanski@pleasanthill.k12.or.us)) at the MS/HS office.

Fee Waivers are available. Students must complete an application and receive approval of their Fee Waiver Request. Forms can be requested at the Middle School/High School office.

#### **Middle School Registration Information**

Middle school sport registration fee is \$100 per sport, with the except of middle school football which is \$150.

A second sport in the same season is only \$10. When signing up for a second middle school sport, choose 2nd MS Sport in same Season Registration on the InTouch site.

Registration fees must be paid prior to the first game or there must be an approved payment plan in place to remain eligible. If you are in need of a payment plan, please contact Kelly Michlanski ([kmichlanski@pleasanthill.k12.or.us](mailto:kmichlanski@pleasanthill.k12.or.us)) at the MS/HS office.

Fee Waivers are available. Students must complete an application and receive approval of their Fee Waiver Request. Forms can be requested at the Middle School/High School office.

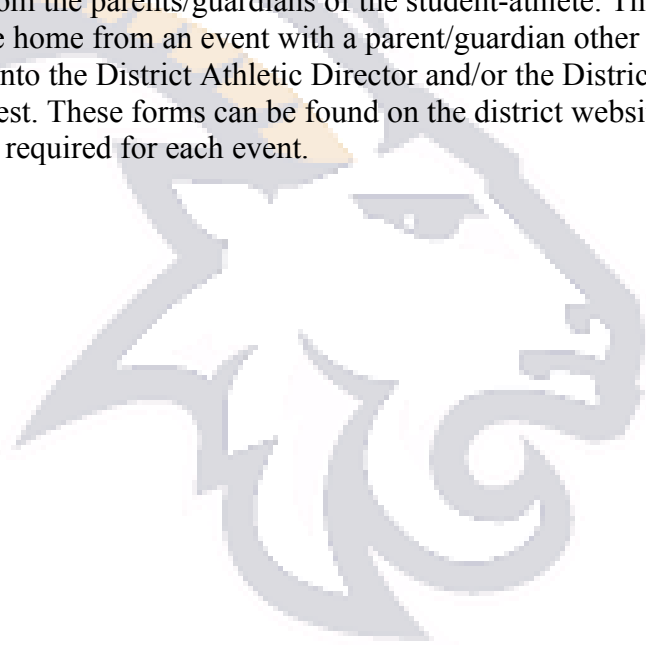
### **Team Selection Process**

In order to provide a quality athletic program in which students can participate under optimum conditions, it is sometimes necessary to limit the total number of participants on a team. The

Head Coach, in cooperation with the Athletic Director, will determine the participation limit for each team. Reasons for limiting the number of participants may include safety, funding, OSAA requirements, and the need to provide the best possible teaching and learning environment for student-athletes. Choosing the members of any particular team is the sole responsibility of the Head Coach. The Head Coach must choose the team members in conformity with the philosophy of the program and Athletic Department. The need for limitation of the number of participants on a team may vary from one sport to another. Criteria and procedure for the selection process will be available in writing for students and parents prior to and during the first week of practice or tryouts. In the event that a student is not selected to be a part of a team, they will be informed in person by the Head Coach in a timely manner.

### **Transportation**

On all activities held away from school, student-athletes will ride to and from the activities on school transportation. Student-athletes may ride home with only their parents. Student-athletes and their parents/guardians must arrange with the Head Coach if they will be riding home with their parents/guardians. Exceptions are with the use of the “Proof of Vehicle Liability Insurance” and signed permission from the parents/guardians of the student-athlete. These are required for the student-athlete to ride home from an event with a parent/guardian other than their own. This form needs to be turned into the District Athletic Director and/or the District Office prior to leaving for an away contest. These forms can be found on the district website or in the high school office. One slip is required for each event.



## **Classwork**

On occasion when student-athletes must miss class to participate in scheduled athletic events, they are responsible for turning in class work that is due that day and they are responsible for making up any missed work in a timely fashion. If the student-athlete must leave class early on a testing day due to an athletic contest, it is the responsibility of the student-athlete to reschedule the test for a date that is agreed upon by the student-athlete and teacher.

## **Practice and Contest Cancellations**

In the event that the Head Coach must cancel a practice, it is the responsibility of the Head Coach to notify the team and parents. Inclement weather does not determine whether practice will be held—the Head Coach makes the final determination. If school is cancelled due to inclement weather, there will be no practices held unless permission is given by the Superintendent. When available, indoor facilities may be used to hold practice in these circumstances. If changes are made in the practice schedule, parents and student-athletes will be notified as soon as possible.

In most cases, it is the responsibility of the host school to make decisions regarding contest cancellations. When hosting an event, the District Athletic Director will make every effort to make cancellation decisions within three hours of the start of the contest.

When a contest is cancelled, the Head Coach may choose to hold a practice in its place. If the Head Coach chooses to hold a practice in place of the cancelled contest, they will communicate this information to families and student-athletes as soon as possible.

## **Channels of Communication**

Both parenting and coaching are extremely difficult vocations. By establishing an understanding of each role, we are better able to accept the actions of the other and able to provide greater benefit to student-athletes. When a student-athlete becomes involved in the athletic program at Pleasant Hill, parents/guardians have a right to understand what expectations are placed on their student-athlete. This begins with clear communication from the Head Coach.

### **Expected Communication from the Head Coach:**

- Philosophy of the Head Coach
- Expectations the Head Coach has for participants.
- Locations and times of all practices and contests.
- Requirements to participate (fees, paperwork, special equipment, number of practices, etc.)
- Procedures for injuries.
- Discipline resulting in the dismissal or suspension from team.

### **Expected Communication from the Parent/Guardian:**

- Student-athlete absences need to be communicated to the Head Coach as soon as possible.
- Concerns expressed directly to the Head Coach during appropriate times, preferably from the student-athlete first.

- Notification of any schedule conflicts – at least 24 hours in advance.
- Specific concerns in regard to the Head Coach’s philosophy and/or expectations.
- Written or visual notification of the student-athlete riding home with parents/guardians and personal contact before leaving the site.

**Appropriate concerns to discuss with the Head Coach:**

- The mental and physical treatment of the student-athlete.
- Questions asking how the student-athlete can improve.
- Concerns about the behavior and attitude of the student-athlete.

**Issues not appropriate to discuss with the Head Coach:**

- Playing time
- Game strategy
- Other student-athletes

**Parent Meeting**

The District Athletic Director will hold a parent meeting during the first week of practice with all sports in the season. All parents/guardians are encouraged to be in attendance. The meeting will allow parents/guardians to meet the coaching staff, ask questions, and receive all information pertinent to the season.

**Communication Tools**

The Head Coach will communicate regularly with parents/guardians and student-athletes in person or via email, communication apps, or phone. The Head Coach will provide a contact number for parents/guardians and student-athletes to use in the case of an emergency only.

**Concerns or Issues**

*Step 1:* One of the greatest opportunities for student-athletes is learning skills for effective conflict resolution. When there is a concern, student-athletes are encouraged to speak with the Head Coach directly. It can be very satisfying for all parties involved when student-athletes and the Head Coach are able to find mutually agreeable solutions for an issue that they are preempting to resolve.

*Step 2:* If the Head Coach and student-athlete are unable to resolve the issue together, then parents/guardians may contact the Head Coach. If the parent/guardian has a concern to discuss with the Head Coach, the parent should contact the Head Coach at an appropriate time. A parent/guardian with concerns should wait at least 24 hours after a contest or practice before contacting the Head Coach. Under no circumstances should the parent/guardian approach the Head Coach, Assistant Coach, or another parent/guardian in an intimidating manner or immediately before, during, or after a practice or contest. Taking this time to reflect on the situation, as well as honest and respectful communication should allow for more effective dialogue, ensuring a more successful outcome for all parties.

It is not appropriate for a parent to request feedback from the Head Coach about team strategy (including playing time), play calling, or information about other student-athletes. It is appropriate for a parent to contact the Head Coach with concerns about the behavior and attitude of their student-athlete, their skill development, and for advice.

*Step 3:* If the discussion with the Head Coach does not resolve the issue, parents/guardians and the Head Coach may contact the District Athletic Director to discuss the situation. The District Athletic Director will act as a mediator between the two parties in an effort to seek a solution that is mutually agreed upon by both parties.

*Step 4:* If the District Athletic Director is unable to provide a satisfactory resolution, the parent/guardian may contact the High School Principal.

*Step 5:* If the issue is still unresolved after Step 4, the parent/guardian may contact the Superintendent and the School Board.

### **Pleasant Hill Athletics Chain of Command**

