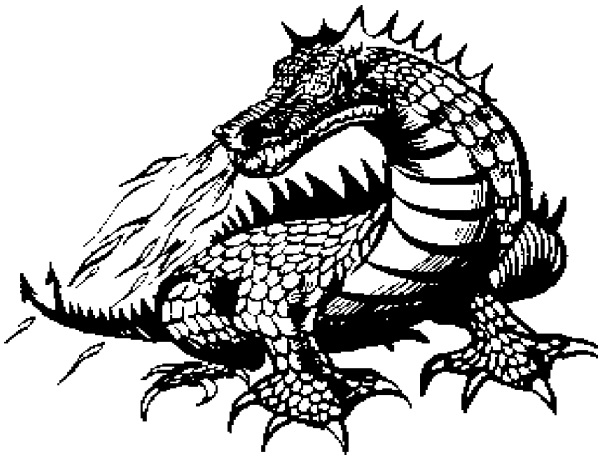
PCMS

PITTSBURG COMMUNITY MIDDLE SCHOOL



ACTIVITIES HANDBOOK

Pittsburg Community Middle School
Activities Handbook

It is the belief of the coaches, sponsors and administration at Pittsburg High School that in order for students to be treated fairly, certain guidelines need to be established and followed throughout the activities program. It is our desire that the policies of this handbook will assist in the development of well-rounded, "Students", with the emphasis on the student. Finally, since athletics/activities are extra-curricular, extra expectations apply to our students. They are our representatives of our school, so we expect the highest level of student conduct during the entire year whether they are in season or not in season. This is only possible if they practice this conduct daily.

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INTRODUCTION

We hope this handbook will serve as a reference guide, answering some of the questions that will concern you during the course of the year. Please call the PCMS Office anytime you have a concern or question.

The KSHSAA is the governing body in the Activity Programs in the Kansas Public Schools. The Pittsburg USD 250 Board of Education, administrators, coaches/sponsors and teachers fully support the KSHSAA and its enforcement of the rules.

Middle School can be a very challenging yet rewarding time for our young children. It is the belief of the staff at PCMS that finding a student's "connectedness" within the school will help in contributing the success of the student in school and their preparation for life. Extra-curricular activities will serve as this avenue to connect a high percentage of our students while they attend PCMS.

Our programs will focus on building a strong foundation in the fundamentals of each activity while promoting participation, team work, sportsmanship, and fair play. Our coaching staff is committed to making your student ready to compete at a high level as they continue their efforts at Pittsburg High School. While winning is enjoyable, our focus is on developing the whole child. When our student athletes move on to Pittsburg High School, we want them to be confident, committed, successful student athletes and performers who are ready to continue to contribute to their school, their families, and their community.

It is a pleasure to be in the business of working with kids. I look forward to working more closely with you and your students as we make PCMS a great place to be connected. If there is anything that I can help you with, please give me a call.

Sincerely,

Chris King
Assistant Principal/Activities Director

PCMS is proud to offer several athletic and non-athletic activities to help in keeping our students connected. The following activities are provided for our students. All Intramural Activities are offered to 6th, 7th, and 8th grade students. Interscholastic Activities are offered for 7th and 8th grade students only.

Intramural Activities:
Theater, Bowling, Builders Club, Forensics, Golf, Student Government, Summer Weights and Conditioning, Soccer, Weights and Conditioning After School, Yearbook, Scholar's Bowl, Art Club, Cooking Club, Archery, Gamers Club, Esports, Volleyball, Basketball, Disc Golf, Chess, Wrestling

Interscholastic Activities:
Football, Volleyball, Cheerleading, Cross Country, Girls Basketball, Wrestling, Boys Basketball, Track and Field, Boys and Girls Golf, Girls Tennis, Boys Tennis

Co-Curricular Activities:
Band, Choir, Orchestra

Dragon Athletic Mission Statement

As Dragons, we will demonstrate respect, responsibility, leadership and sportsmanship at all times whether on or off the field or court.

As Dragons, we believe that we are winners when we compete at our highest level with regard to the strengths and worthiness of our teammates and opponents.

Everything we get we earn as a team, through our efforts and determination.

Because of our positive actions, we will win fairly and ethically, in athletics and in life.

We are DRAGONS!

PCMS USD 250 Activity Department Vision Statement
The Vision of the USD 250 Activity Department is to provide students a safe and healthy environment that promotes and supports academic, athletic, and personal achievement. Extra-curricular programs will encourage and empower students to become better students, athletes, leaders and citizens; to prepare for the transition to the next level of participation both academically and athletically.

PCMS USD 250 Activity Department Mission Statement
Consistent with the mission of USD 250, PCMS will provide extra-curricular programs that will help develop the whole person through education and competition. In addition, the program will provide students an opportunity to pursue and understand the values of attitude, character, commitment, leadership, sportsmanship, responsibility, accountability, decision-making, work ethic and team.

COVID 19

PCMS will follow the USD 250 Return to School Plan. The plan clearly outlines the guidelines, procedures, and expectations of staff and students during the pandemic. Policies and procedures may change during the activities season based on changes to the COVID-19 pandemic. If there are changes to any structures or policies, PCMS and District Administration will make sufficient efforts to communicate what changes may take place.

PRE-SEASON REQUIREMENTS

For a student to be eligible to start participating on a team, or attending practice, the student and/or parents must:

Athlete Information Sheet

All students who wish to participate in activities will have to have on file a completed Athlete Information Sheet. This sheet will be used to provide the coaching staff with any medical concerns and contact information in case of emergencies. This form will also serve as the parent's authorization for the students to participate in any interscholastic or intramural activity at PCMS.

PHYSICAL FORM

Physical forms may be picked up from the office. Physicals may be taken any time after May 1st proceeding the school year for which it is applicable. The physical must be complete! The student and parents must complete the first, third, and fourth page. The second page is to be completed by the physician.

Additional Forms:

All students who wish to participate in activities will have to have on file the following forms in addition to the athlete information sheet and the physical form. These forms are designed to educate students and parents on the risks and procedures that come with being involved in activities and the process that will be followed to assure participant safety.

1. **Concussion Form**
2. **Heat and Illness Form**

TRANSFER STUDENT FORM

Students who have attended another middle school prior to their attendance at Pittsburg Community Middle School must have a transfer form on file with the office.

ELIGIBILITY POLICIES

*KSHSAA REGULATIONS FOR MIDDLE/JUNIOR HIGH SCHOOLS

Art. 1: Middle and junior high schools may elect to report scholastic eligibility on a quarterly basis, at the option of the local school. In that event, the student shall meet the following requirements for eligibility in the interschool activities:

a. Scholarship-The student shall have passed at least five new subjects (those not previously passed) of unit weight, or its equivalency, the previous semester or the last semester of attendance.
b. Enrollment-The student shall be enrolled in and attending a minimum of five new subjects (those not previously passed) of unit weight, or its equivalency, during the present semester.

Exception: Schools who are operating their academic programs under Outcomes Based Education may apply to the Executive Board for their approval of an exception to Article 3. Such expectations must assure the Associations member schools that students are making progress toward graduation (promotion).
Pittsburg Community Middle School will follow KSHSAA requirements on a semester basis.

PITTSBURG COMMUNITY MIDDLE SCHOOL ELIGIBILITY POLICY:

Pittsburg Community Middle School uses our Student Expectations Rubric to help monitor student behavior in all class and has done so since the beginning of the second semester of the 2015-2016 school year. This rubric is used in accordance with the Standards Based Grading Rubric to help in reporting the “soft skills” that each student is displaying on a daily basis in every class. Below is a copy of the Student Expectations Rubric currently being used by PCMS.

Weekly/Per Season Eligibility: Students who receive a rating of 1 in any class and in any category will be ineligible for a one week period unless the referring teacher has moved them up on the rubric prior to the leave time of the scheduled activity in which the student is participating. Teachers are required to update their Student Expectations Rubrics weekly but do reserve the right to move students up during the week. A teacher will not be forced to move a student up on the rubric just for eligibility purposes during the week. The eligibility checks will be run on Fridays or the last day of school for each week. The ineligible period for the participants will be Monday through Saturday of the following week. This allows the coaching staff and parents to receive ample notification for Saturday tournaments. Ineligible means that a student may practice but will not be allowed to travel or compete in competitions for the ineligible period. This includes inter-squad scrimmages at both the Varsity and Junior Varsity levels of competition. Per season, each student will be only allowed to miss 40% of their entire season. If a student reaches this point, they will then be released from the team to focus on their academics and their behavior. Student athlete participants will also have their Academic Rubric scores monitored. However, the Student Expectations Rubric will be the determining factor for activity eligibility.

Semester Eligibility: Students will have their Student Expectations Rubric scores monitored at the end of each semester to declare eligibility for the following semester per KSHSAA guidelines. PCMS has 8 hours available to students to receive an Expectations Rubric score. Students at PCMS may not have more than two classes in which they have received a mode rating of a 1 with the mode score being figured on the last 9 weeks of attendance the previous semester. Students who have 2 classes in which they have received a mode score of 1 during the last 9 weeks of the previous semester will be put on probation for a minimum of three weeks during the first semester. The probationary period will be for those students who are attending PCMS in the following semester. PHS may honor the probationary period if they so choose. Those that are ineligible by this policy will remain ineligible as this policy is aligned with current KSHSAA standards.

Any student that is assigned to Focus or ALC by administration will not be eligible for practice/games/performances on the days in which they are assigned to Focus or ALC.

Any student that has received a suspension from school will have their eligibility determined by administration and the head coach. Students receiving Out of School Suspension will serve a minimum of a 1 game suspension. More severe infractions that required the Out of School Suspension may result in an additional number of games missed by the student athlete and/or release from the team. Administration and coaches will consider the circumstances of each infraction and treat each situation fairly.

1. Coaches will have the discretion to set a date in which students will no longer be allowed to participate in their programs if they are not in attendance on the first day of practice. This is not to try to discourage participation but to try to encourage participation starting the first day of practice. Coaches will provide the date to the Athletic Director before the season begins.
    a. Transfer students will be allowed to participate after this date as long as all other KSHSAA transfer rules are fulfilled.

The activity handbook rules for academics and behavior will be followed interscholastic activities. The activity handbook rules for behavior will be followed by the intramural activities.

Acceptable Use of Communication Devices and Social Media Applications

While individual school policies may vary regarding the privileges students may have as they pertain to cell phones and communication devices, certain restrictions and expectations apply to all USD 250 students. These restrictions and expectations apply to use or communication that is deemed to disrupt the learning environment or create a hostile environment at school, on or while utilizing school property, at school sponsored activities or events, or while using school transportation. Student cell phones and electronic devices may be searched by administration if there is reason to believe a

student has used the phone or device to engage in behavior that violates any school policy, guideline, or rule or that may violate federal or state law.
USD 250 students may not:

- Use electronic communication devices or social media (including, but not limited to, Facebook, Instagram, Tik Tok, Youtube, and Twitter) in a manner that poses a threat to academic integrity at school (such as for plagiarism, cheating, modifying district-held electronic records of grades, and similar acts of dishonesty); creates a substantial or material disruption or is reasonably forecast to create such a disruption at school, on or while utilizing school property, in school vehicles, or at a school sponsored activities or events; endangers the safety of others or substantially impinges upon or invades the rights of others at school, on school property, or at school sponsored activities or events.
- Possess, solicit, view, send or share pictures or text having sexual content using the phone or device or otherwise engage in sexting while at school, on or while utilizing school property, in a school vehicle, or at a school sponsored activity or event. "Sexting" is defined as sending sexually explicit messages or sexually explicit photos of themselves or others.
- Use electronic devices in a manner that is in conflict with USD 250 Anti-Bullying Policies (JDDC and corresponding handbook language) while at school, on or while utilizing school property, in a school vehicle, or at a school sponsored activity or event. The electronic devices include, but are not limited to, any electronic communication device, computer or applications. Students who violate this policy may be subject to disciplinary actions, up to and including, suspension and/or expulsion from school, suspension from participation in school activities; and/or losing the privileges of bringing the device on to school property and/or utilizing district issued electronic devices. Law enforcement will be contacted regarding any conduct that appears to violate state or federal laws. (December 2012)

DETENTIONS / SUSPENSIONS / HARASSMENT

A detention means that you are not taking part of your education seriously. Teacher assigned detentions, office assigned detentions, and being assigned to SAFE will require the student to miss part or all of the practice that day. Remember that school is your first priority, then athletics. We expect our athletes to be positive role models and set good examples for other students to follow.

CLASSROOM/OFFICE DETENTIONS

Because the type of detention, reason for the detention, and length of the detention varies, the coach, at his or her discretion, will deal with each detention. Consequences may include, but would not be limited to, extra work during practice, playing time decreased, activity suspension, or possibly dismissal from the team. Student/Athletes who receive multiple classroom detentions will receive more severe consequences.

ACTIVITY DISCIPLINE

If discipline is necessary within the activity, the coach/sponsor will decide on the appropriate consequence. Parents will be notified if the student will be suspended from an activity or any part of the activity. Severe infractions will be referred to administration.

SUSPENSION OR ASSIGNMENT TO FOCUS OR ALC

If you are assigned Focus, ALC, or Out of School Suspended you are not eligible to participate in practice or activities during the duration of the discipline action. The coach may assign further punishment, i.e. suspended playing time, etc. Be a student in good standing.

HARRASSMENT

The coaches or the administration will not tolerate harassment of any type. Students involved in harassment may be dismissed from the team.

ABSENCES / TARDIES

ABSENCES FROM SCHOOL

A student must be in attendance at school to be eligible to participate in a practice or an activity on that day. Additionally, if a student goes home from school because of illness, that student is not eligible to participate later that same day. Some exceptions may be cleared by the administration. (i.e. Doctor Appointments, etc.)

ABSENCES DURING SEASON OF SPORTS

Any unexcused absence or excused absence will be dealt with on an individual basis by the coach.

ABSENCE FOLLOWING A DAY OF COMPETITION

“Sleeping In”, or missing part or all day after a previous day’s competition is not acceptable.

ABSENCE FROM PRACTICE

Excused Absences will include, but are not limited to:
Illness cleared through the office, Injury accompanied by physician’s release, Family emergency/Funeral with notification to Administration or Head Coach, Dental Appointments, School field trips, and receiving instruction from a teacher during practice time. It should be noted that playing time might be affected because of lost practice time even though it is an excused absence.
* Unexcused Absences will include, but are not limited to: Office detentions, shopping, haircuts, or any absence not cleared with the head coach by a student’s parent or guardian prior to the practice or activity. Consequences might include, but would not be limited to, extra work during practice, loss of playing time, activity suspension, or possibly dismissal from the team.

TARDIES TO CLASS will be handled through the class and office.

TARDIES TO PRACTICE will be handled at the discretion of the coach.

ASSIGNMENTS

Students participating in activities are responsible for getting all work assigned turned in at the same time as the other students. Example: If a student is going to miss 7th hour, he or she is responsible for turning in assignments that are due in class that day before

he or she leaves. That student is also responsible for any work assigned in the class period that he or she will be missing. The assigned work is due at the same time as the students who were there to attend class. Communicate with your teachers to let them know of a future activity that will cause you to miss class.

SPORTSMANSHIP

(Compliance with Rule 52 of the KSHSAA handbook.)

ATHLETES

We expect our athletes to compete to the very best of their ability. However, this should not be confused with a "Win at any cost attitude". When our athletes win they should do so modestly and with respect for the other teams' efforts. If they lose, they should do so with dignity and congratulate the other team.

PCMS Activities

Parental Guidelines for Practice and Game Day

We appreciate the tremendous parent support that we have at the middle school. It is very important to the athletes to know they have the support of their parents. We ask that you help in our sportsmanship efforts by making positive comments only. Negative comments made to players, coaches, officials, or fans are not acceptable.

We ask that you follow the guidelines listed below to help ensure we can do our best to improve the productivity of your child and the program as a whole.

1. Please limit communication with players and coaches/sponsors during competition to congratulatory comments only. Coaches/Sponsors will not discuss the following; playing time, play selection, other students.

2. Parents/guardians are not allowed on the immediate practice facility during practice time. This is not the time or place to have a conference with a coach or sponsor.

3. Parents/Guardians are restricted from player and coach/sponsor areas during competition, such as; sidelines, orchestra pit, stage, etc.

4. We as the Activity Staff want parental/guardian feedback and communication, we just ask that those conversations be scheduled during the coach/sponsor's conference time. Or any other time that the coach/sponsor deems acceptable.

5. Chain of Command – Please try and follow the chain, unless an extreme situation dictates.

Speak with Head Coach/Lead Sponsor over particular activity/sport, if that is not effective then
Speak with Activity Director, if not satisfied, then
Speak with building Principal, still not satisfied, then

Speak with Superintendent

A result of continued disregard of these guidelines could result in being banned of attending any PCMS competitions and practices.

KSHSAA RULES

The Kansas State High School Activities Association has too many rules to list all of them here. The rules listed below are some that there are frequent questions about. If you have any questions about KSHSAA rules please call the Athletic Director's office. T*his is definitely one place where "an ounce of prevention is worth a pound of cure", in fact, once done there are some things that CANNOT be reversed!*

* You cannot participate on a team outside of school in the same sport during the season of that sport. Example: School Volleyball and USVBA Volleyball at the same time. Example: School Wrestling and Kids Club Wrestling.

* You cannot accept cash or merchandise awards. Example: If you run in a fun run and they give gift certificates to the winners, you cannot accept them. You can accept merchandise that is given to everyone as part of the entry fee, not won.

TRANSPORTATION

GAME/ACTIVITY

Students must ride the bus to the activity. Students may ride home with parents only if the parents provide the coach with a completed transportation release. The coach will have a sheet for parents to fill out. Only the students' parent(s)/guardian my take their child(ren) home from an activity that is out of town.

AFTER PRACTICE

Students are to be picked up within 15 minutes after practice and within 30 minutes after an activity or the arrival home from away activities. Please be available to pick up your child when the activity is over. If there is a conflict with picking up your son or daughter, please arrange for another parent that lives in your proximity to take your child home.

CERTIFICATES

Any student who completes the sport season and is in "Good Standing" with the head coach shall earn a "CERTIFICATE" in that sport. Good standing refers to complying with team rules and working to the best of your ability. All equipment must be turned in or paid for before the awards can be received.

EQUIPMENT (Uniforms and Other)

When students check out school equipment it becomes the student's responsibility until it is checked back in at the end of the season. All equipment shall be checked in on the date(s) set by the head coach. Students who have equipment that has been lost or

stolen shall be charged the replacement cost. The equipment shall be cleaned before it is checked in. “Normal Wear” is expected. However, students turning in equipment that has been damaged due to improper washing or misuse may be charged the replacement cost. Remember to wash with cold water and NO BLEACH.

Cancellation/Severe Weather Policy:

*When school has been canceled because of poor weather conditions or because of issues surrounding the COVID-19 pandemic, practices and activities scheduled for that day are also canceled. We also have a district heat plan that is followed when the temperature and/or humidity (heat index) reach dangerous levels. It will be your coach’s responsibility to communicate practice times and changes in practice times due to heat/humidity.

QUESTIONS

Any questions that are not answered in the information included in this handbook should be directed to the athletic director’s office at Pittsburg Community Middle School.

Chris King: *Activities Director/Assistant Principal*
cking@usd250.org
Phone #: 620-235-3240 Office Hours: 7:50 a.m. to 3:30 p.m.