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## **OUR BELIEFS**

- We believe that children are life-long learners who must be prepared to meet the challenges of the future.
- We believe that a positive classroom environment with high expectations is important to student success.
- We believe that students are entitled to receive instruction from highly qualified, professional staff.
- We believe that education is the joint responsibility of the parents, the community, and the school.
- We believe that students need to become productive citizens of a rapidly changing world.

Adopted: November 12, 2007

Reviewed: June 2008

## **OUR MISSION**

*To ensure that our students have the resources to succeed in a changing world.*

Adopted: 1994

Reviewed: June 2008

## **OUR VISION**

*The vision of Bon Homme School District is to provide the opportunities for each Bon Homme student to succeed as a lifelong learner in our changing world. The most relevant and rigorous educational program possible will be provided through positive leadership, quality academics, and opportunities for social, emotional, and character development. All Bon Homme graduates will successfully pursue and enjoy lifelong learning, understand the importance of community involvement, and successfully compete in the work force. Bon Homme Schools must strive to accelerate all students' mathematical problem solving and reading comprehension skills as applied across the curriculum. To achieve this vision, we will maintain a climate of low anxiety, high expectations, and high productivity using technology and available resources to enhance quality learning experiences. The District will support and encourage professional development across the curriculum with the understanding that only through high quality professional development and instruction will students reach maximum achievement potential.*

Adopted: 2007

Reviewed: June 2008

# SCHOOL SONG

Go Bon Homme Cavaliers

Show us all your might

Give a yell for the red and the blue

For victory's ours tonight

Fight, fight, fight

Although we've just begun, spirit and  
pride make us number one

So stand up and cheer

For the best team that's here

We're rooting for the Bon Homme  
Cavaliers!

## ACTIVITY SCHEDULE

All student activities that commence at the end of the school day must be completed in sufficient time for the students to vacate the building by 6:30 p.m. for Middle and High School unless approved by Administration.

### \* \* \* \* \* **ACTIVITY HANDBOOK** \* \* \* \* \* **GENERAL GUIDELINES FOR ALL ACTIVITIES**

#### ***Activity Rules***

The Bon Homme activity rules are in effect for all activities from the first parent meeting in any activity in August until the last performance, competition, graduation, or the conclusion of any event in which a student is representing BHHS such as All-Star competition, Boys State, or Girls State, whichever occurs the latest. Activities are year-long, seasonal, or occurring once during the year. Year-long activities are any band activity, any chorus activity, Yearbook, FFA, National Honor Society, and Student Council. Seasonal activities are all athletic activities, rodeo, flags, drama, and oral interp. Once-a-year activities include Homecoming Royalty, Honor Guards, Dance, Prom, Senior Banquet, Graduation Ushers, Girls State, Boys State, and All-Star Competitions.

#### ***Awards***

Only one 8" letter will be granted to any participant. Each activity will award an emblem for the first letter and bars for any subsequent letters. All awards must be recommended by the head coach of the activity to the activity director and principal. Seniors who have been out for a particular activity all four years of high school will receive a varsity letter for their dedicated attendance. All participants must finish the season to be eligible for a letter. A coach may award a letter to a player who does not meet the award requirements due to illness or injury with the approval of the administration.

#### ***Eligibility***

*Boys and girls must meet all eligibility rules for the South Dakota High School Activities Association and Bon Homme School District.*

You are **NOT ELIGIBLE** if:

1. You have reached your 20th birthday.
2. You have attended more than 4 first semesters and 4 second semesters of school (any total 8) in grades 9 through 12. Enrollment in school 15 school days or participation in an inter-school contest shall constitute a semester. Once a student enrolls as a ninth grader, all semesters must be consecutive unless verified in writing by a physician that withdrawal from school is necessary due to a serious illness or injury.
3. You did not pass 20 hours of high school work per week in courses approved for graduation for the preceding semester.
4. You are not enrolled in and attend a minimum of 20 hours of high school work per week during the current semester.
5. You have graduated from a regular four-year high school or institution of equivalent rank.
6. You have not enrolled by the sixteenth school day of the current semester. (Date of regular entry into classes if considered the date of enrollment.)
7. You have been absent from school more than 10 consecutive school days with exceptions granted to illness of the student or a death in the immediate family.
8. You have transferred from one high school to another without a corresponding change in the residence of your parent(s)/guardian(s). (Exception made for students who transfer pursuant to Open Enrollment By-Law.)
9. You do not have on file in the principal's office - a signed physical examination and parent's permission form.
10. You have ever participated in an athletic contest under an assumed name.
11. You have participated in athletics in any institution of learning of higher rank than a standard secondary school.
12. You have violated your amateur standing.
13. During a high school sport season, you compete as an individual or a member of another team.

#### ***Boys and girls must meet all eligibility rules for Bon Homme School District.***

In order to begin practice for any activity, a student must meet all eligibility requirements of SDHSAA and Bon Homme School District #04-2. Students who compete in SDHSAA events shall meet all eligibility requirements of that organization and Bon Homme School District #04-2 and further be passing in all courses in Bon Homme High School according to the latest report card. While attending school is a right, participating in extra-curricular activities is a privilege. It is expected that students will adhere to this Eligibility Policy to perform or compete in the following activities: all athletic competitions, cheerleading, band and chorus competition, oral interp, Trap league, FFA, and quiz bowls. This policy applies to all students in grades 6-12. All SDHSAA eligibility rules will also be enforced.

Ineligibility will begin on the day the report cards are distributed. For the first and third nine weeks, this is the nine weeks grade. At the end of the second and fourth nine weeks, the student must be passing the semester grade. If a student has been ineligible the previous semester, according to SDHSAA and Bon Homme School District #04-2 rules, eligibility for the current semester will be determined on the day the report cards for the previous semester are issued. If the failing grade occurs the second or fourth nine weeks or the end of the first or second semester and the student does not stay enrolled in the failing class, the student will be ineligible for two weeks and two weeks only. A student must be enrolled

in at least five classes to be eligible to participate in extra-curricular activities. Students with a failing grade in one or more classes will be unable to compete or perform for two weeks. Two weeks from grade reports being distributed, the teachers will provide the principal with the grade averages of these ineligible students and the class or classes they failed. Students that failed a class will have that class monitored weekly during the next grading period. This will continue each and every week to ensure that the student is passing or continues to pass the class. If they are passing the class, they are eligible for the upcoming week. Their grades will be checked weekly to ensure that they are still passing the class. If not passing they are then ineligible again for the next week. During the week, students will be allowed to practice. However, students who are ineligible will not be allowed to perform, compete, or dress in a school uniform. A student will be allowed to travel with the team as long as any school time is not missed and the trip does not involve an overnight stay. While lists of all ineligible students will be issued weekly by the office, it is also the responsibility of the student to inform the director(s) of any activities in which he/she participates that he/she is not eligible. Furthermore, it is the director's responsibility to be sure that all participants are eligible.

Students participating in activities for which a credit is given must meet the same guidelines for any competition or non-local performance. Ineligible students may participate in local concerts in order not to jeopardize their fine art credit.

Students who must miss school to participate in an activity or any school trip must have made arrangements with each of their teachers to make up the work being missed **before** leaving for the trip. Any student who does not make such arrangements will receive zeros for that work and will not be allowed to miss school for the activity.

No student shall be allowed to practice or compete in high school sports until the proper forms have been completed. This includes parental permit, activity handbook acknowledgment, physical and authorization for medical services. Students shall be notified of all eligibility requirements and training rules prior to the first scheduled activity. Rules and regulations pertaining to activity participation shall be communicated to students as follows: 1) the head coach or director of each activity will go over the activity rules and requirements with all participating students before or at the first scheduled practice for the season; 2) a copy of rules will then be sent home for the parents to read and return a signed form indicating their support before the first scheduled event. All students will meet the academic eligibility requirements of SDHSAA and Bon Homme High School as listed on pages 45-49 of this handbook. No student shall be allowed to practice and/or compete in activities without completing the physical exam and parental permit form (available from the District Office). (The activity director shall be responsible for all contracts, schedules, master eligibility lists, and sanctions for SDHSAA events.)

Policy IGD will be followed along with return to competition as specified under Senate Bill 149. We would ask that these forms be used to assure uniformity among our member schools. Please note that forms #7 and #8 must be signed and retained in the District Office which is required by law effective July 1, 2011.

### ***Guidelines for Activity Participation***

An activity participant must exhibit dependability, good sportsmanship, and exemplary conduct at all times. During the season of participation, the student should get plenty of sleep and adhere to the following curfew times: \*Under 15 years of age: 10:00 p.m. on weeknights and Sunday, 11:00 p.m. on Friday and Saturday evenings. \*15-18 years of age: 11:00 p.m. on weeknights and Sunday, 1:00 a.m. on Friday and Saturday evenings. These times are maximum not minimum. If you need more rest or your parents want you home earlier, you should abide by their rules.

A student cannot miss the same class(es) or part of the same class(es) more than once per week to participate in any one activity with the following exceptions: 1) state level competition, 2) if unfavorable weather has caused a rescheduling of an event or contest.

Prior arrangements need to be made with the principal when a student is absent from school, but still plans to participate in any school-related activities for the rest of that day or night. This would include all-day doctor appointments, funeral, or such. Any student that has been absent from school must check in with the principal so that they can be considered in attendance for the day. Any students that have checked into the office during school hours and before 12:00 noon will be allowed to participate in all activities and will not require prior permission from the principal. Any exceptions to this rule must be arranged with the principal as soon as possible.

### ***Insurance***

The opportunity to purchase school insurance is provided to all students. The school does not carry insurance to pay medical costs incurred while participating in a school activity. The student should have either family coverage or school insurance for protection. The District recommends that students participating in activities purchase the appropriate student insurance if they do not have adequate coverage through a family coverage plan.

### ***Miscellaneous***

1. Reports of such a violation made by any individual, group or organization, employee of Bon Homme School District, law enforcement personnel, the student's own parent/guardian, or on voluntary admission of the student may be investigated.
2. Any student who violates the activity rules will not be allowed to participate in the next Awards Assembly.

3. If no later than the start of the next school day, the student voluntarily admits a training rule violation to the principal or designee, the suspension will be reduced to a 7-day calendar suspension including at least one regularly scheduled event in each activity presently participating in.
4. If a student transfers to BHHS while under an activity suspension from his/her previous school, the student will be subject to all consequences according to BHHS activity rules.
5. Students who have received a suspension for alcohol, tobacco, or illicit drug use, consumption, or possession of these substances will not be allowed to letter in the affected activity(ies).
6. Any student who participates in an activity while ineligible will be ineligible for two weeks for each illegal participation from the date of the latest illegal participation.
7. In order for a student to be considered as a participant in an activity, he/she must complete the season for that activity and meet all practice attendance rules for that activity.
8. The parent/guardian will be notified of every violation of the rules and will be advised of any penalty that has been administered. The head coach of the activities involved, activity director, and principal reserve the right to take disciplinary action for any conduct unbecoming to a student. These rules apply to cheerleaders, managers, stats, and any others affiliated with the activity.

#### ***Ordering, Issuing, Use, Care, and Storage of Equipment***

All equipment will be ordered on proper forms through the principal's office. All equipment will be stored under lock and key when not in use. Advisors, directors, and coaches will be responsible for inventory of equipment at the end of the season. Following inventory, the equipment shall be stored under lock and key. All uniforms and articles of clothing shall be cleaned prior to storage. Advisors, directors, and coaches will be responsible to see that equipment is not misused or abused by the students. Students who lose equipment or misuse it will be required to pay for it. Head coaches shall be responsible to see that students are wearing required equipment according to rules of the sport.

#### ***Out-of-Town Trips***

All students participating in a school sponsored activity will ride the school arranged transportation to the event. Any exceptions to this must be approved by and arranged with the principal the day before the event. All participants in the activity are expected to remain with the group or team until all participants have finished participating and participants have returned on school sponsored transportation.

Parents who wish to have their child ride home with any other person other than the team bus or themselves will be allowed to do so. The parent must fill out and sign the form and the student must turn into the office, no later than 8:05 a.m. the day before the activity, with the name of the adult(s) they are allowed to ride home with. This will be verified with a phone call to the student's parent. If the form is not in on time and/or the signature cannot be verified, the student will have to ride home on the team bus. A copy of the form will be provided to the coach or advisor for the appropriate activity. Students will not be allowed to check out to other students, or anybody under the age of 18. Parents and/or the approved person must still personally check out the student at the end of the game with the coach by signing the checkout form. However, parents checking out their own child or children do not need to have a form turned into the office or verified by a phone call.

Students will not be allowed to return from an activity by any other means other than school arranged transportation unless they are riding with their parent/guardian. The parents must then contact the director of the school activity after the event, sign the check-out sheet and take their child home. An exception to this rule would be if the students were performing within the District.

The directors of the activity will be responsible for taking roll on the bus before leaving school and before leaving the place of the event. They will also be responsible for the conduct of the students when traveling on school sponsored transportation to and from events held out of the District and not for in-District shuttle services (unless assigned by an administrator). After events, **excluding** organized practices, which conclude after school hours and held anywhere in the District, there will be no shuttle buses provided to return students to their respective sites (unless arranged by an administrator for an unusual situation). It will be the responsibility of the parents/guardians to pick up their respective student(s) at the site of the event in a timely manner (10-15 minutes). Parents/guardians are encouraged to be at the respective site early to pick up their child, prior to the anticipated time of arrival.

When events are held out of the District, students will be informed of the approximate time of arrival back at the site(s) in the District. It is the student's responsibility to inform their parents/guardians of the anticipated arrival time in the District. Directors of the activity or their designee may have the use of a cellular phone to call parents/guardians as needed to inform them of the anticipated arrival times.

For out of District school events, the school shall offer transportation to the event and back to the District. The District's responsibility will end upon returning the student(s) to the designated site(s). It is the parent's/guardian's responsibility to pick up their children at the declared site(s). Parents/guardians who are unable to pick up their student(s) in a timely manner (10-15 minutes) are encouraged to make arrangements ahead of time with another adult to provide transportation services.

An effort should be made to see that the school vehicles are clean and well maintained. Whenever possible school vehicles should be gassed following their use if they are driven by an activity director/coach/advisor.

The activity sponsor should see that any student driving a car is able to get the car started prior to leaving the school.

Requests for expense money for trips should be in the Business Office the next school day following the state qualifying event prior to the trip or the director of the activity will pay the expenses and then apply for reimbursement. If professional transportation is provided, participants will return home immediately following the conclusion of the event, weather permitting.

### ***Practice Sessions***

All practice sessions that begin after school must end and all students be out of the building by 6:30 p.m. unless previously arranged by an administrator. If there is need to practice beyond this time approval must be obtained from the administration and the participants notified ahead of time so that necessary arrangements can be made with parents.

Parents should arrange to have their children picked up at 6:00 p.m. if the students do not have their own transportation home. Promptness is encouraged by all parents as it places a hardship on supervisors and custodians.

Activity groups are not to be left at practice without a coach or advisor present. The coach/advisor should be present until all students have left the school after practice. Practice sessions are to be coordinated with all coaches and held at the same time if possible. Sunday, vacation day, and holiday practice sessions must be approved by the administration. No practice of any kind or open gym will be held on days that school is dismissed early due to inclement weather or on days that school is not in session due to inclement weather. If school is called off due to heat, it is recommended that practices be held in morning or evening hours.

### ***Prohibited Conduct***

Bon Homme #04-2 participants will neither use nor have in their possession, nor consumed:

1. alcoholic beverages
2. tobacco products
3. illicit drugs
4. controlled substances without a valid prescription
5. inappropriate use of any inhalant.

SDCL 13-32-9 SUSPENSION FROM EXTRA-CURRICULAR ACTIVITIES FOR CONTROLLED SUBSTANCE VIOLATIONS. Section 1. That 13-32-9 be amended to read as follows: 13-32-9. Any person adjudicated, convicted, the subject of an informal adjustment or court-approved diversion program, or the subject of a suspended imposition of sentence or suspended adjudication of delinquency for possession, use, or distribution of controlled drugs or substances or marijuana as defined in Chapter 22-42, or for ingesting, inhaling, or otherwise taking into the body any substances as prohibited by 22-42-15, is ineligible to participate in any extracurricular activity at any secondary school accredited by the Department of Education for one calendar year from the date of adjudication, conviction, diversion, or suspended imposition of sentence. The one year suspension may be reduced to sixty school days if the person participates in an assessment with a certified chemical dependency counselor or completes an accredited intensive prevention or treatment program. If the assessment indicates the need for a higher level of care, the student is required to complete the prescribed program before becoming eligible to participate in extracurricular activities. Upon a subsequent adjudication, conviction, diversion, or suspended imposition of sentence for possession, use, or distribution of controlled drugs or substances or marijuana as defined in chapter 22-42, or for ingesting, inhaling, or otherwise taking into the body any substances as prohibited by 22-42-15, by a court of competent jurisdiction, that person is ineligible to participate in any extracurricular activity at any secondary school accredited by the Department of Education. Upon such a determination in any juvenile court preceding the Unified Judicial System shall give notice of that determination to the South Dakota High School Activities Association and the superintendent of the school in which the person is participating in any extracurricular activity. The Unified Judicial System shall give notice to the superintendent of secondary schools accredited by the Department of Education for any such determination in a court proceeding for any person eighteen to twenty-one years of age without regard to current status in school or involvement in extracurricular activities. The notice shall include name, date of birth, city of residence, and offense. The superintendent shall give notice to the South Dakota High School Activities Association if any such person is participating in extracurricular activities. Upon placement of the person in an informal adjustment or court-approved diversion program, the State's Attorney who placed the person in that program shall give notice of that placement to the South Dakota High School Activities Association and superintendent of the school in which the person is participating in any extracurricular activity.

As used in this section, the term, extracurricular activity, means any activity sanctioned by the South Dakota High School Activities Association.

Revised: 2006 LEGISLATIVE SESSION

Amended: 2010 LEGISLATIVE SESSION

First Violation - The first violation will have a minimum 14-day activity calendar suspension including at least one regularly scheduled event in each activity that the student is participating in at the time of notification. If the season ends and the suspension is not completed, any remaining penalty will then be served when the next seasonal activity in which the student participates begins. If the student is not currently participating in any seasonal activity, then the entire penalty will be served when the next seasonal activity in which the student participates begins. The penalty carries over from one year to the next, if necessary to complete the penalty. If a student does not participate in any seasonal or year-long activity, any activity rule violation will result in a suspension from the next one-time activity. Individuals on suspension must practice with a team but cannot dress for or participate in competition or scheduled event.

Second Violation - A second violation involving the use, possession, consumption, or involvement with alcohol or tobacco will result in a 9 week suspension for all seasonal, yearlong, and one time activities from the date of notification.

Third Violation - A third violation pertaining to the use, possession, consumption, or involvement with alcohol or tobacco during the remainder of the same school term will carry a 12-month suspension from all year long, seasonal, and one time activities from the date of notification. This suspension will carry over to the next year's school year if necessary.

### ***Scheduling***

There shall be no contests, scrimmages, practices, or rehearsals on Wednesday nights or Sundays without prior approval from the administration.

Occasionally activity directors may want to practice or rehearse activities and a scheduling conflict arises which makes it impossible for the student to be at more than one activity. In such circumstances a cooperative meeting of staff involved should be held. Consideration should be given to that activity which has the shortest preparation prior to a SDHSAA District, Region, or State Event. If the problem cannot be resolved by the activity people involved, it will be presented to the principal for resolution. In no circumstances shall one activity director undermine another director's program by word or deed nor shall there be any coercion on the part of any instructor to force students to drop from an activity or punish them for failure to do so. Enrollment of students in activities shall be handled by the principal with the assistance of the Guidance Department. Students who are deemed to have registered in too many programs should not be coerced into dropping or be unilaterally eliminated by the activity director.

### ***Supervision***

It is the philosophy of Bon Homme School District #04-2 that all employees of the District should demonstrate a concern for the well-being of the students and fellow employees. Advisors, coaches, and school employee chaperones are directed to remain in the building until all students have left the building and premises after practices, out-of-town games, matches, and meets. The school's responsibility for a student ends when the student is returned to the resident District or the parent(s) (or designated adult) signs the checkout sheet and takes the child at the conclusion of the activity. In an emergency, there are school employees that the students may wish to contact for help particularly in severe weather. They should feel free to do so.

### ***Training, Dress, and Conduct***

It shall be the policy of the Board and administration that rules of training, dress, and conduct be established for all activities of an interscholastic nature. These rules shall be written by the coaches/directors with student input, approved by the Board and administration shall be rigorously and impartially enforced. These rules shall include: 1) a standard of academic eligibility; 2) a standard for appropriate dress, haircut, and hairdo; 3) a no drinking/no tobacco policy; 4) such regulations as may specifically apply to the activity involved; 5) a standard that no person under violation of any policy may participate. Coaches/directors shall make no exceptions in the enforcement of rules, shall employ reasonable means of supervision and shall report rule violations with rigorous, fair, and impartial investigation.

Activity sponsors are requested to ask students to wear neat and clean dress clothes on the day of a contest or any time the students are representing the school at an activity event.

Any student who violates any rule of conduct while out of town on an activity trip will be sent home in the most immediate fashion at the parents' expense and in no way continues participation in that activity at that time. If transportation is not available, the parent will be required to come within 24 hours to pick up the student. The activity sponsor will notify the principal, activity director, or superintendent immediately, if possible, but no later than the start of the next school day of the violation which will be considered a serious misconduct and handled according to the Student Handbook.

It shall be the policy of the Board and administration that they realize that such persons are not policemen. It shall be the duty of the principal to see that each parent/guardian of the participant is notified of such school policy and their cooperation solicited.

### ***Use of School Vehicles***

**Bus:** All transportation requiring school buses will be arranged through the Activity Director's Office. All activity sponsors needing bussing transportation need to turn in a list of dates, departure times, and destinations to the activity director prior to the first of each month or as soon as possible.

**School Van:** The van may be reserved by contacting the District Office. The van may be used for meetings, clinics, contests, scouting, and workshops.

## ATHLETICS

### *Awards*

**Basketball:** An athlete must participate in at least one-third of the total quarters played during varsity season games. In post-season play quarters will count double.

**Cross Country:** An athlete must compete in one-half of the varsity matches or be an individual State Qualifier to be eligible.

**Football:** An athlete must have played in at least one-third of the total quarters of varsity season games.

**Golf:** An athlete must participate on a varsity team in one-third of team matches. The region meet will count double.

**Gymnastics:** An athlete must compete in at least 3 varsity meets.

**Track:** An athlete must score at least six points during track season in any or all of the track meets.

**Volleyball:** An athlete must participate in at least one-third of the games during the regular varsity season. In post-season play, games will count double.

**Wrestling:** A boy must wrestle in one-half of the varsity matches or be an individual State Qualifier to be eligible. These will be split now instead of combined into one paragraph as managers can letter after one year and stats have to be two years to letter.

**Managers:** A student will letter as a manager for the year based on coaches recommendation with discussion with activity director. All managers will be under the rules, regulations, and guidelines for athletes. The number of managers allowed for each activity will be determined by the coach(es), activity director, and the High School Principal. The coach must show that a need exists for the number of managers requested.

**Statisticians:** A student must be a statistician for two activities within the year or for the same activity for two consecutive years to letter based on coach(es) recommendation with discussion with activity director. All statisticians will be under the rules, regulations, and guidelines for athletes. The number of statisticians allowed for each activity will be determined by the coach(es), activity director, and the High School Principal. The coach must show that a need exists for the number of statisticians requested.

### *Game Officials*

Registered officials shall be hired for all varsity contests according to SDHSAA rules. Contests scheduled separately from varsity contests may use registered or unregistered officials according to availability. All officials employed to work varsity contests will be contracted according to SDHSAA rules.

### *Middle School Athletics*

Practice sessions should not exceed two hours. As much as possible, contests will not be held at a time when there is disruption of the regular school day. At this level special emphasis should be placed on sportsmanship and team play. All participants must meet the same physical and parental permission requirements as high school athletes. Students will be allowed to participate in contests only after two weeks of conditioning and training.

### *Middle School Participation in High School Sports*

**Basketball:** The head coach may ask permission for a middle school student to participate on the high school team. A conference will be held including the coach, activity director, High School Counselor, parents, student, and the MS/HS Principal, to discuss the matter. Upon unanimous agreement, the student may join the high school team. After a decision is made to move the athlete up to the high school level, the procedure form will be filled out and shared with the superintendent and Board.

**Cross Country:** The head coach has the latitude to allow the participants to compete at both the middle school and high school level depending on the situation. Participants can compete at both levels at any time during the season as long as the athlete does not miss more than one day of school per week.

**Football:** The head coach may ask permission for a middle school student to participate on the high school team. A conference will be held including the coach, activity director, High School Counselor, parents, student, and the MS/HS Principal, to discuss the matter. Upon unanimous agreement, the student may join the high school team. After a decision is made to move the athlete up to the high school level, the procedure form will be filled out and shared with the superintendent and Board.

**Golf:** The head coach has the latitude to allow the participants to compete at both the middle school and high school level depending on the situation. Participants can compete at both levels at any time during the season as long as the athlete does not miss more than one day of school per week.

Gymnastics: The head coach has the latitude to allow the participants to compete at both the middle school and high school level depending on the situation. Participants can compete at both levels at any time during the season as long as the athlete does not miss more than one day of school per week.

Track: The head coach has the latitude to allow the participants to compete at both the middle school and high school level depending on the situation. Participants can compete at both levels at any time during the season as long as the athlete does not miss more than one day of school per week.

Volleyball: The head coach may ask permission for a middle school student to participate on the high school team. A conference will be held including the coach, activity director, High School Counselor, parents, student, and the MS/HS Principal, to discuss the matter. Upon unanimous agreement, the student may join the high school team. After a decision is made to move the athlete up to the high school level, the procedure form will be filled out and shared with the superintendent and Board.

Wrestling: The head coach has the latitude to allow the participants to compete at both the middle school and high school level depending on the situation. Participants can compete at both levels at any time during the season as long as the athlete does not miss more than one day of school per week.

### **Publicity and News Releases**

All information to be given to the news media shall be turned into the building principal before release.

### **Scheduling**

All high school games shall be contracted and scheduled according to SDHSAA rules.

**SDHSAA Sub-State (District and Region) And State Tournament Regulations** will be followed at all activities (unless waived by the administration or by the administrator in charge of the event)

#### **A. CONDUCT OF SPECTATORS, COACHES, AND PLAYERS**

1. A designated school official is to be present at home activities to provide appropriate crowd control during the duration of the event.
2. Administrators from other schools are expected to avail themselves for crowd control during events.
3. Coaches will be expected, at all times, to display the type of conduct which contributes good sportsmanship and which does not incite the spectators in attendance.
4. Coaches will be expected to impress upon their athletes and participants, the importance of displaying good sportsmanship at all times including players on the court and substitutes sitting on the bench, following the conclusion of the game or performing on the stage.
5. Administrators will be expected to impress upon their coaches the importance of displaying good sportsmanship at all times.

#### **B. EQUIPMENT AND FACILITIES**

1. Removal of the nets following a championship game will be under the direction and supervision of the administrator in charge of the event.
2. The breaking of a backboard will become the financial liability of the school whose student(s) caused the damage.
3. Vandalism to locker room facilities, motel rooms, and dressing rooms shall be the responsibility of the member school whose player/team was responsible for the damage.

#### **C. NO BANNERS - NO NOISEMAKERS**

1. Temporary banners and temporary signs are prohibited except those displayed by the SDHSAA, those allowed by the administrator in charge of the event and licensed radio stations.
2. All types of noisemakers, as well as all sorts of projectiles, are prohibited.
3. Paper confetti, because it is difficult to clean up as well as a fire hazard, is prohibited.
4. Balloons are prohibited except for parent night recognition.
5. Megaphones, except when used by a cheerleader, are prohibited.
6. Musical instruments, except when the band is performing, are prohibited.
7. Electronic devices which interfere with activities are prohibited during the contest.

#### **D. HOOPS, MINI-TRAMPS, AND TUNNELS**

1. The use of "break through" hoops must be approved by the administrator in charge and only implemented at regular season home games.
2. The use of mini-tramps, rebounding devices, and related pieces of equipment are prohibited.
3. Human tunnels created by student and/or adult fans must be approved by the administrator in charge and only implemented at regular season home games.

E. Pennants, Number 1 Fingers, Homer Hankies, Towel, and Shakers will be permitted.

F. Laser Pointers are prohibited. If used, the laser pointers will be permanently confiscated.

- G. No re-entry. Once a student leaves the building, there will be no re-admission during the session in progress without the approval of the administrator in charge.
- H. The management may designate participating team's section of the bleachers.
- I. Cheerleaders, spirit, or yell leaders will be allowed provided they are so designated by their school prior to the event and appear in a school approved uniform.
- J. All fans must wear shirts. This includes both adults and students.
- K. No alcoholic beverages may be available or present.

## **DRAMA**

### ***Awards***

Following is a list of activities by which a student in drama may earn points toward a letter. It is based on the official point system of the International Thespian Society but is modified somewhat for our school who produces only two plays each year. According to this system, it takes five points, accumulated in the course of one school year, to earn a letter (or similar award). Point range for any task is from zero to the maximum amount depending on the quality of cooperation and performance and by the advisor's discretion.

Full-length production - *Acting*: Major role-5, minor role-4, crowd role-2, chorus-3. *Staff*: Student director-4, assistant director-2, choreographer-4, music assistant-4, stage manager-3, house manager (musical)-3. *Production*: Technical crew head-2-3 (if no student technical director), technical crew-1-2, running crew-1, miscellaneous contribution-1.

One-act play - *Acting*: Major role-4, minor role-3, crowd role-1, contest award-1, state participation-1. *Staff*: Student director-3, assistant director-2, choreographer-4, music assistant-4, stage manager-3. *Production*: Technical crew head-2-3 (if no student technical director), technical crew-1-2, running crew-1, miscellaneous contribution-1.

### ***Scheduling and Organization***

The drama department participates in the one-act play contest and the spring play. A musical may be scheduled in the spring in place of a play. Deviation should be approved by the administration. Plays should be scheduled for a minimum of two performances unless circumstances dictate otherwise.

## **FFA**

### ***Awards***

Students will fulfill the requirements to become the Greenhand Degree member and/or the Chapter Degree member during the time of membership. The students will develop sufficient skill to participate at least once during their membership in an activity above the State Level. Application is made for Greenhand Degree, Chapter Degree, Proficiency Awards in numerous areas, Star Greenhand Degree, Star Chapter Degree, Star Agri-Businessman, Star Agri-Businesswoman, and Outstanding Class member. Various contest awards are available.

### ***Clinics, Workshops, Meetings***

Students are encouraged to attend State Fair, Leadership Retreats, State FFA Convention, Spring CDEs, Corduroy Classic, Legislative Breakfast and District Officer Training, Fall CDEs, Land and Range Judging, National FFA Convention, and Washington Leadership Conference.

### ***Objectives***

The objectives of the organization shall be consistent with Section 3 of the organization's federal charter, Public Law 105-225 (formerly Public Law 81-740). The organization shall cooperate with national and state government agencies and officials in vocational education to accomplish the following objectives:

1. To be an integral part of the organized instructional programs in agricultural education, which prepare students for a wide range of careers in agriculture, agribusiness, and other agriculture-related occupations.
2. To strengthen the confidence of students in themselves and in their work by developing desirable work habits and the effective usage of their time; by learning to assume responsibility; and by developing competencies in communications, human relations and other social abilities leading to the intelligent choice of a career and successful employment or entrepreneurship in agriculture.
3. To provide agriculture-related programs and activities that will develop pride, responsibility, leadership, character, scholarship, citizenship, patriotism and thrift; and that will improve the economic, environmental, recreational and human resources of the community.
4. To encourage and recognize achievement in supervised agricultural experience programs, scholarship, leadership and other individual and group activities by providing awards to deserving members and chapters.

### ***Officers***

Senior officers and members review applications made by Chapter FFA Degree members who wish to be candidates for next year's officers. These members select a slate of officers and present them to the membership for election. Nominations are opened and voting takes place. The officer positions are: President, Vice-President, Secretary, Treasurer, Sentinel, Reporter, and Student Advisor.

### ***Scheduling and Organization***

The National FFA Organization is the organization of, by and for students enrolled in agricultural education programs. It shall consist of chartered state associations composed of not less than four chapters chartered by a state association and having a total active membership of not less than 125 members. In the event a state association falls below the 125 members and four chapters, it shall remain as a chartered state association of the National FFA Organization. More than one chapter may be chartered in a school when deemed appropriate by the state governing body.

## **INSTRUMENTAL MUSIC**

### ***Awards***

Letters will be awarded upon the accumulation of nine points or nine points plus the number of summer performances. (Czech Days and Labor Day are included in the nine points). All seniors who have participated in band for eight semesters will be awarded a letter.

The point system is as follows: pep band - 2 per pep band (There are three pep bands that are available to the students so no more than 4 points will be counted), contest solo - 3, All State Band - 3, band clinic - 2, jazz band - 2, accompanist - 1-2, contest ensemble - 2, All State audition - 2, lessons - 1-2, student director - 1, majorette - 1, superior award - 1, summer parade - 1. Any unexcused absence from pep band will result in the loss of one point per performance. Any two excused absences from pep band will result in a loss of 1 point.

Any student habitually skipping rehearsals will be dropped from the program at the discretion of the instructor in charge. Students who are not showing an interest in music and are disrupting rehearsal will be asked to drop music at the discretion of the Band Director. Any student missing a performance without an excused absence will be dropped immediately and will receive no credit.

### ***Clinics, Workshops, Meetings***

The instrumental groups are authorized to participate in two festivals or competitions in addition to the Region Music Contest.

### ***Miscellaneous***

Attendance: If a student cannot attend a band trip, he/she must submit an excuse one week prior to the trip. If an excuse is not presented and the student does not attend, he/she will be asked to drop band. The only exception is if there is a family emergency. Students in pep band are required to play at all home events unless they have a written excuse from their parents.

Rental of School Instruments: The school owns many instruments including larger instruments that students would not usually buy for themselves. Students may have access to these instruments on a rental basis. Rent is charged so the instruments can be maintained in proper playing condition. The rental schedule is determined annually by the Board.

Uniforms: Members of the marching band are issued uniforms each fall. These uniforms are property of the District and subject to regulations regarding school property. Fitting band students with uniforms is a difficult job and not always completely possible. In cases where a little alteration is needed, students may do what is absolutely necessary but under no circumstances are they to cut any material from the uniform. Students are expected to keep their own uniforms cleaned and in good condition. If the uniform has been unnecessarily damaged, the students will be held financially liable. At the end of the year, each band student will pay a cleaning fee as established by the Board.

Community Service: The Band Director is urged to provide programs for local civic organizations and particularly for senior citizen groups and nursing home residents.

### ***Officers***

The concert band officers are students governing the body of the band, selected by the members, and elected for the purpose of assisting the Band Director with the work created by the existence of an organization such as the band. It is necessary to understand that if the band officers are to serve the duties of their office effectively, other band members must remember that an order from an officer is actually coming from the Band Director and should be respected as such (if within reason). Band Officers elected are as follows: President, Vice-President, Secretary/Treasurer, Student Conductor, Secretaries (chosen by director), and Majorette.

### ***Scheduling and Organization***

The instrumental music department is divided into several different types of organizations and activities. Obviously the personnel in most of these organizations are the same but it is necessary because of the different types of work to have different standards for membership and performance.

Marching Band: The marching band is probably the most important public relations factor in the music department. This is the organization that spends more time appearing before the community than any other group. It is necessary that these members remind themselves at all times to behave in such a manner as to bring credit to themselves, their school, their band, and director. Students called on for marching band are not necessarily in concert band. The marching band is expected to participate in the following annual events: Memorial Day Services and Tabor Czech Days Parade. Participation in at least one marching band contest is also recommended. The Band Director may schedule appearances at

other college homecomings and community activities at the director's discretion. Marching at parades outside the District should be scheduled well in advance and the director should limit the number of appearances.

**Pep Band:** The pep band's main function is providing entertainment at home athletic events. The pep band will try to provide music at home games when possible and will play at least one home event each week. If for some reason the pep band is unable to play, the principal should be notified.

**Concert Band:** The concert band presents a full-length concert each winter and spring. It represents the school at the Region Music Contest and other functions. Membership in this organization is for all those students in grades 9-12 who have started private lessons before the 7<sup>th</sup> Grade. Any student in the lower grades that shows the necessary musical qualities may be permitted to be a member. In all cases the members of the concert band are determined by the Band Director. The concert band is expected to participate in the following annual events: Christmas Concert, Spring Concert, Region Music Contest, and Graduation.

**Middle School Band:** The Middle School Band is a training organization to give students who have passed the beginner's stage on their instrument a chance to play in an ensemble. The Middle School Band is encouraged to participate in programs and parades in the District and will participate in a music contest annually.

**Beginning Band:** The beginning band is comprised of students starting an instrument. They will attend the local music contest and perform in programs at the discretion of the Band Director.

**Ensembles:** All instrumental students are encouraged to do some ensemble work. Several small ensembles are entered in the Region Contest each winter. The Band Director will choose students for the various ensembles.

**Solos:** All instrumental students are encouraged to do some type of solo work. The more capable students are entered in the Region Contest.

## **NATIONAL HONOR SOCIETY**

### ***Scheduling and Organization***

Once students meet the GPA targets, they will be sent a letter informing them that they are under consideration for being selected to NHS based on their respective GPA. Then, they must submit a letter to the faculty committee, addressing the 3 points of consideration, all of which make up the cornerstones of the NHS philosophy, namely, Leadership, Service, and Character. In the letter, they must explain what they have done and will continue to do throughout their high school years (beyond the GPA) in the areas of Leadership, Service, and Character, to qualify their appointment to NHS. If they don't write that letter, their consideration will be forfeited.

## **ORAL INTERPRETATION**

### ***Scheduling and Organization***

Oral Interpretation activities will include local elimination contests and any elimination contests scheduled by the SDHSAA that lead to and include the State Festival. The Oral Interpretation Coach is encouraged to provide entertainment for community groups. The Oral Interpretation Event requires the student to read material written by another person and in the case of Reader's Theatre it may include original scripts as stipulated by SDHSAA rules. The student selects a piece and spends many hours preparing the piece for presentation. At contests the material is read from a manuscript.

## **VOCAL MUSIC**

### ***Awards***

A total of 4 points will need to be earned in order to letter each year in vocal music. The points may be earned in the following manner:

- 1 point - Auditioning for All-State Chorus
- 1 point - Selection to All-State Chorus
- 1 point - Auditioning for SD Honors Choir (or any other Certified Honors Choir)
- 1 point (Maximum 2 points per year) - Instrumental accompanying
- 1 point (Maximum 2 points per year) - Piano accompanist
- 1 point - Five hours of music library assistance
- 1 point - Chorus officer
- 1 point - Participate in small group ensemble for contest
- 1 point - Perform a solo at contest
- 1 point - Superior rating for solo or ensemble performance at contest
- 1 point - Five Small group / solo performance of the Star Spangled Banner at school events

A student will earn four points (or letter) if he/she participates in Chorus (Mixed and/or Girls/Boys Chorus) for 4 years (8 semesters) and has not received an unexcused absence for any concert performance during those 4 years.

### ***Clinics, Workshops, Meetings***

The vocal groups are authorized to participate in 2 festivals or competitions in addition to the Region Music Contest.

### ***Miscellaneous***

Contests: The middle school and elementary music students may participate in the grade music contest on an annual basis.

Community Service: The Vocal Music Instructor is urged to provide programs for local civic organizations and particularly for senior citizen groups and nursing home residents.

Voice Lessons: Voice lessons are offered to all High School Chorus members during a study hall or after school and are given by the Vocal Music Instructor.

### ***Officers***

Each Choir elects the following officers: President, Vice-President, Secretary, and Treasurer. It is the duty of the secretary to take daily roll call. The President and Vice-President help the director in solo tryouts, some decision making, setting up for concerts, making programs, and helping at the Choral Festival.

### ***Scheduling and Organization***

Mixed Chorus: The Mixed Chorus is open to any high school girl or boy. The Mixed Chorus sings four-part music and is divided into sections (soprano, alto, tenor, and bass) at the director's discretion. This chorus performs at the Christmas Concert, Choral Festival, Spring Concert, Mid-Winter Concert, and possibly Graduation. Each member will attend a minimum of two meetings (either privately or in a small group of not more than three) each month with the director.

Swing Choir: Any member of the Mixed Chorus may audition for Swing Choir. These auditions consist of a memorized song and a routine. This group performs at the Christmas Concert, Choral Festival, Spring Concert, Swing Show, and many community functions.

Ensembles and Solos: All members of the vocal groups may audition for ensemble groups or solos for the Region I Music Contest. These students may also choose to audition for the All-State Chorus held in November.

## **YEARBOOK**

### ***Awards***

A letter will be awarded to the annual staff member who performs the following:

1. The student must complete a minimum of four pages. This includes planning or choosing the layout, selecting photos, collecting information, writing copy, entering copy on the computer, printing copy, getting it proofread, making corrections, and preparing for mailing. The student may work with another student on pages. Credit for shared pages will be at the discretion of the advisor(s) and co-editors.
2. The advisor has the authority to grant or withhold the awarding of a letter based on the student's behavior and cooperation or lack of it. The Editor(s) will be awarded recognition and a pin at the end of the school year for having successfully completed assignments.

### ***Scheduling and Organization***

The yearbook department encourages high school students to participate in one or more aspects of yearbook production. Students are expected to learn fundamental photojournalism techniques and develop skills in leadership, responsibility, and cooperation with fellow students and advisor. Students will develop skills in decision making, copy writing, editing, photography, and salesmanship.

The yearbook staff includes the following positions:

Editor--Anyone interested in the position of Editor will be encouraged to apply at the start of the school year. Candidates will then be voted by the staff and advisor(s). Co-editors will then be selected based upon the application and past yearbook history. Editors are responsible for decision making, page assignments, checking progress, proofreading, and seeing deadlines are met.

Yearbook Advisor--The Yearbook Advisor will plan the sales campaign of the yearbook and the sales of ads. The Yearbook Advisor will be responsible for keeping track of all sales, will turn in money from sales weekly. He/she will also be responsible for all correspondence from the staff to the people buying ads, both personal and business, with the approval of the principal prior to mailings. In addition, the Yearbook Advisor will also keep a spreadsheet of ads sold, size, and description.

Staff members--Staff will be assigned pages to complete. They will be responsible for requesting photographs, selecting photos, writing copy, organizing the page layout, proofreading for mistakes, linking all art and photos, preparing the page for submission, and meeting all deadlines. Staff members must be present at all meetings called by the advisor(s) and co-editors in regards to all yearbook business. Staff members must assist in all other duties as assigned.

Photo Editor--The Photo Editor copies all photos to the hard drive and edits the photos for the staff to use.