



**Drexel R-IV Jr./Sr. High**

## **Extracurricular Activities Handbook**

**2023 - 2024**

**I have read and discussed the rules and guidelines in this handbook with my student. We both agree to adhere to these guidelines while participating in extracurricular activities at Drexel R-IV Schools.**

**Digitally Accepted in Infinite Campus, SIS**

# MISSION STATEMENT

It is the mission of the Drexel Public Schools to recognize its students as special, unique individuals, to provide them the opportunity to fully develop their mental and physical capabilities, to realize their worth as individuals, and to become productive members of a democratic society.

## **Definition of Extracurricular Activities:**

All district-sponsored activities, groups and organizations meeting or occurring during non-instructional time will be referred to as extracurricular (Board Policy IGD).

## **Philosophies of Competition and Participation**

- Junior High-At the Junior High level, it is the belief of the Drexel R-IV coaching staff and sponsors that each student will be given the chance to participate. However, due to the large number of athletes who participate at this level and the limited playing positions and limited game time, the teams may be split into A and B squads. The individual athletes who make up the squads will be determined by the coaching staff. The number of athletes on each squad will be determined based on the number of athletes out for the sport.
- Junior Varsity-At the Junior Varsity level, it is the goal of the coaching staff to prepare the athletes for their move up to the varsity level.
- Varsity-At the varsity level, it is the objective of the coaching staff to put the players on the floor/playing field who give the team the best chance to be successful.

## **Eligibility**

Any student in the Drexel R-IV School District may participate in any part of the school's extracurricular program. This participation is looked upon as a privilege, not a right. This is a privilege that *will be removed* if the student violates any of the eligibility standards set forth below.

## **Cooperative Agreement**

Participating students from schools that have cooperating agreements with Drexel R-4 School District will be required to follow our activity policies.

## **Citizenship**

- You must be a credible citizen. Credible citizens are those students whose conduct-both in school and out of school-will not reflect discredit upon themselves or their school.

- NOTE: According to MSHSAA citizenship requirements, any student who is charged with or convicted of a crime, misdemeanor or felony, is not eligible to participate until the matter has been completely adjudicated and any sentence, fine, or community service has been served. The TEAM would be required to forfeit any games if a student participates in any activity during such time. Therefore, any student athlete or participant in school activities (music, drama, etc) will be required to notify the school administration immediately and will not be allowed to participate in competition or activities until the student can provide written confirmation from law enforcement that the matter has been completed. If the student does not notify the school administration immediately, the next school day or practice, and the school is later made aware from either the student or an outside source, the student will lose the privilege of participating in extra-curricular activities for 365 days from the day that the school was made aware of the incident.

### **Attendance**

- Per MSHSAA By-Law 212, if a student misses class without being excused by the principal, the student shall not be considered eligible on that date. Further, the student cannot be certified eligible to participate on any subsequent date until the student attends a full day of classes (or has an excused absence from class) without an unexcused absence.
- The administration of the Drexel R-IV School District believes that attendance in school is essential to the students' success. In accordance to this belief, the district requires a student must have a 90% attendance rate average during the school year in order to participate in any co-curricular or extra-curricular activity. This includes athletics, dances, pep bands, etc.
- School administration reserves the right to review and may excuse the 90% attendance rule for extenuating circumstances.

### **Academics/Eligibility for Participation**

- According to MSHSAA a student in Grades 9-12 must have earned, the preceding semester, a minimum of 3 units of credit or have earned credit in 70% of the mixable allowable classes in which a student can be enrolled in the semester, whichever is greater.
- A student who is carrying multiple F's after the first scheduled grade check will be required an assigned CAT time. If the failing grades continue after two weeks the student will be required to attend Monday School tutoring until the grades are passing at (60%).
- Any student who has an unexcused absence for missing Monday School tutoring or assigned CAT tutoring will be ineligible for all of the above activities, until the grade is at or above 60%.

- Per MSHSAA By-Law 212, if a student misses class without being excused by the principal, the student shall not be considered eligible on that date. Further, the student cannot be certified eligible to participate on any subsequent date until the student attends a full day of classes (or has an excused absence from class) without an unexcused absence. As a general rule, a student will be at school, on time, the day following the event in order to be eligible for the next activity. (Specific exceptions will be handled by the administration.)
- Specific exceptions for attendance requirements will be reviewed and addressed by the administration.
- Students wishing to bring outside guests to the Winter Formal, Prom, Homecoming, and Court warming dances must have those guests approved by the principal's office. No outside guests are allowed for any other school dances.

### **Behavior and Suspensions (ISS & OSS)**

Because of the standard of quality expected in all students representing Drexel R-IV School District, any student can be declared ineligible at any time by the Administration of the school for frequent violations and conduct unbecoming of our students.

- A student who is placed out-of-school suspension (OSS) will be ineligible for all days in which the suspension is in effect.
- A student in OSS will not be allowed to practice.
- A student in OSS will not be allowed to attend any and all activities the days the suspension is in effect.
- A student in ISS and/or OSS multiple times during the school year is exhibiting conduct unbecoming of what is expected from Drexel R-IV students. These students receiving ISS or OSS will be subjected to suspension from contests and possibly removal from all extracurricular activities by the administration.
- A student assigned a Monday School must fulfill that obligation (when made available) before participating in any extra-curricular activity.

### **Conduct Unbecoming of Our Students Involved in Extracurricular Activities Policy:**

According to MSHSAA and the Board of Education, Drexel R-IV students have a total of six years of eligibility (two years in junior high and four years in high school). Eligibility will be based on an annual basis with each year independent of prior offenses.

### **Violations**

- If any student at any time (from the first day of summer vacation in the 7<sup>th</sup> grade year until the last day of school during the 12<sup>th</sup> grade year) is involved in illegal activity or helps obtain, uses, or is in the possession of alcoholic beverages, dangerous drugs or tobacco, the student will be ineligible from scheduled activity date(s). Suspension length will be determined on a percentage of scheduled activity dates on which that individual participates.
- A student who is on suspension will not be allowed to participate in scheduled contests, but must meet the group's practice obligations during the time of suspension. A student must fulfill his/her suspension before he/she is allowed to participate in the next season (for example: football to basketball, basketball to track, and track to football).

### **Consequences**

- First offense -The student cannot participate in the first 25% of scheduled activity dates of the first sport/activity in which he/she is scheduled to participate. (When activity includes a grade component, administration will work with classroom instructor to provide alternative grade activities.) Student must complete a drug and alcohol awareness course.
- Second offense-The student cannot participate in the first 50% of scheduled activity dates of the first sport/activity in which he/she is scheduled to participate.
- Third offense and subsequent offenses will result in one calendar year of suspension from all extracurricular activities from the date of the disciplinary action.

## **STUDENT DRUG TESTING**

The Board recognizes the importance of protecting the health and safety of students from the use of illegal drugs, performance-enhancing drugs and alcohol. The purpose of this policy is to help prevent substance abuse among students, to encourage treatment for students with substance abuse problems and to ensure that students have the opportunity to attend school and participate in activities in a fair, safe and healthy environment.

The superintendent or designee is directed to adopt procedures to carry out the intent of this policy and may contact the district's attorney for assistance in applying this policy. The district will use a laboratory certified by the U.S. Department of Health and Human Services.

### **Random Drug Testing**

Participation in covered activities is a privilege and carries with it the responsibility to adhere to high standards of conduct, including refraining from the use of illegal drugs, performance-enhancing drugs and alcohol. To assist students in making healthy and safe choices, the district will conduct random drug testing of students in grades 7-12 as a condition of participation in covered activities. Covered activities are activities regulated by the Missouri State High School Activities Association (MSHSAA), all extracurricular clubs/organizations (excluding all activities for which students receive an academic grade for participation), and parking on school premises.

District employees shall not have the authority to waive the testing of any student selected using the random selection process. Refusal by a student to be tested when randomly selected will be considered by the District to be a positive test result for the purposes of this policy, and will subject the student to consequences as outlined within this policy and related procedures.

As a condition of participating in covered activities and privileges, students in grades 7-12 and their parents must consent to random drug testing of the students as further defined in this policy. This random drug testing program does not affect other policies and practices of the Drexel R-IV School District in dealing with drugs or alcohol use or possession where reasonable suspicion is obtained by means other than the random sampling discussed in this policy.

Students who test positive through this random testing program will be excluded from participation in covered activities as follows:

- First offense -The student cannot participate in the first 25% of scheduled activity dates of the first sport/activity in which he/she is scheduled to participate. (When activity includes a grade component, administration will work with classroom instructor to provide alternative grade activities.) Student must complete a drug and alcohol awareness course.
- Second offense-The student cannot participate in the first 50% of scheduled activity dates of the first sport/activity in which he/she is scheduled to participate.
- Third offense and subsequent offenses will result in one calendar year of suspension from all extracurricular activities from the date of the disciplinary action.

### **Suspicion-Based Drug Testing**

Suspicion-based drug testing, unlike random drug testing, may only be used when there is reasonable suspicion that the student is under the influence of or has recently consumed alcohol or any drug prohibited by district policy. Students testing positive will be disciplined in accordance with the district's discipline policy and may also be excluded from covered activities as determined by the district. A student who refuses to submit to testing may still be disciplined under the district's discipline code for being under the influence of alcohol or drugs.

\* \* \* \* \*

Adopted:

Cross Refs: IGAEA, Teaching about Drugs, Alcohol and Tobacco  
IGD, District-Sponsored Extracurricular Activities and Groups

Legal Refs: U.S. Const., amend. IV  
*Board of Educ. of Ind. Sch. Dist. No. 92 of Pottawatomie County v. Earls*, 536 U.S.  
822 (2002)  
*Vernonia Sch. Dist. v. Acton*, 515 U.S. 646 (1995)

FILE: JFCI-AF1  
Critical

**STUDENT DRUG TESTING**  
***(Consent Form)***

I, \_\_\_\_\_, [student's name] have received, read, understand and agree to abide by the Drexel R-IV School District drug testing policy and procedures. As a condition of participating in covered activities and privileges in the Drexel R-IV School District, I agree to provide urine and/or alternative (saliva, hair, etc.) specimens when directed and authorize the district to have the specimens tested for illegal drugs, performance-enhancing drugs and alcohol. I also authorize the release of information concerning the results of such a test to the Drexel R-IV School District and to my parents/guardians.

Student Signature

Date

I, \_\_\_\_\_, [name of parent/guardian] have received, read, understand and agree to abide by the Drexel R-IV School District drug testing policy and procedures. As a condition of my student's participation in covered activities and privileges in the Drexel R-IV School District, I authorize the district to collect urine and/or alternative (saliva, hair, etc.) specimens from my student and authorize the district to have the specimens tested for illegal drugs, performance-enhancing drugs and alcohol. I also authorize the release of information concerning the results of such a test to the Drexel R-IV School District.

Signature of Parent/Guardian

Date

This consent form will remain in effect for the duration of the student's enrollment within the Drexel R-IV School District, unless revoked in writing by the parent/guardian.

\* \* \* \* \*

Implemented:

*For Office Use Only: JFCI-AF1.1A (5/07)*

### **Care of Equipment**

In order to give the student a sense of responsibility and an appreciation of his/her equipment, each student will be held accountable for the abuse or loss of it. Any equipment lost or stolen must be paid for by the student in whose name it was checked out.

The following guidelines, if adhered to, will reduce the chances for lost or stolen equipment:

- Do not exchange or loan any of the equipment checked out to you to another teammate. If exchange is warranted, the coach will make the adjustments.
- Except when you are in visual contact, keep your locker closed and **LOCKED** at all times. School and personal equipment and belongings should be locked up at all times.
- Any loss of equipment should be reported immediately to the head coach, rather than waiting until the end of the season.
- Any protective equipment that does not fit properly or that has any defective parts should be reported to a coach immediately. Do not wear the equipment until the necessary adjustments have been made. This is for your protection.
- It is against the MSHSAA regulations to sell or rent any equipment to individuals. The athletic department of Drexel R-IV School strictly adheres to this regulation. Therefore, any equipment you may see outside the school environment does not belong to the individual(s). Please report any such violation to a coach or the athletic director. By doing so, you are not only helping the athletic department, but also the individual who must pay for the stolen item(s).
- At the end of the sports season, all equipment must be turned into the coach or sponsor that issued the equipment or the student **WILL NOT** be allowed to participate in the proceeding extracurricular event.

### **Conferences with Coaches and Sponsors**

- Both parenting and coaching are extremely difficult vocations. By establishing an understanding of each position, we are better able to accept actions of the other and provide great benefit to children. As parents, when your children become involved in our program, you have the right to understand what expectations are placed on your child. This begins with clear communication from the coach of your child's program that

would include: expectations the coach has for your child, locations/times of practices, team requirements for lettering, procedures to follow should your child be injured during participation, any special team policies or discipline that might result in the denial of your child's participation.

- The coaching staff, sponsors, and administration at Drexel R-IV believe that parent-coach/sponsor conferences can be helpful. However, there will be no conferences conducted immediately following an event. Nothing positive can be gained if both parties are upset. So please do not attempt to confront a coach after an athletic event. Moreover, there will be no conferences conducted over the phone or at the coach's home. The coaching staff, sponsors, and administration believe the best way to discuss situations is to schedule a meeting 24 hours after the event. The meeting should include the coach/sponsor, parent, administrator, and student. The coaches/sponsors want the best for the students, and we believe this is the best way for all to work together for their success.
  - Any complaint resulting from extracurricular activities should follow the proper channels listed below 24 hours after the extracurricular event has occurred. The Board of Education requests that these complaints be addressed during normal school hours 7:30 a.m. to 4:00 p.m. Monday-Friday or at a time agreed to by all parties.
1. Teacher/Extracurricular Sponsor or Coach
  2. Activities Director
  3. Principal
  4. Superintendent
  5. Board of Education

## **Violations and Consequences**

### **Possible violations of the 24 hour policy include but are not limited to:**

- Access to extracurricular locker rooms, meeting rooms, school transportation and the like is strictly limited to students involved in extracurricular activities, sponsors/coaches and administrators.
- Verbally aggressive behavior, which would include, but not be limited to, threats, intimidation, and profanity.
- Physical or violent behavior.

### **Violation of this policy will result in the following consequences:**

#### **1<sup>st</sup> Offense**

- Parent/Patron will be suspended from attending all extracurricular activities for 14 days.

#### **2<sup>nd</sup> Offense**

- Parent/Patron will be suspended from all extracurricular activities for 30 days.

### **3<sup>rd</sup> Offense**

- Parent/Patron will be suspended from all extracurricular activities for a period of 365 days from date of incident.

**\*Any complaint concerning school personnel will be investigated by the Administration before consideration and action by the Board.**

### **Qualifications of Coaches/Sponsors**

Coaches/sponsors on the Drexel R-IV coaching staff are hired and evaluated on the following qualifications:

- Coaches/sponsors will organize and conduct, in conjunction with Athletic Director and Administration, a pre-season meeting with families and student athletes for purpose of discussion, explanation, and review of all expectations, regulations, and performance standards.
- Coaches/sponsors will enlighten students about the importance in order of family, academics, and extracurricular activities.
- Coaches/sponsors will have the knowledge to teach fundamentals.
- Coaches/sponsors will have the ability to teach students at all levels.
- Coaches/sponsors will have the proper first aid training.
- Coaches/sponsors will strive to improve.
- Coaches/sponsors will keep paperwork up to date, communicate effectively, understand their role as teachers, keep track of players' eligibility, implement a proper code of conduct, and motivate the students.
- Coaches/sponsors will attend coaches' meetings, attend clinics, help with group projects, demonstrate teamwork, and project a positive image.
- Coaches/sponsors will collect equipment, record and store equipment, and assist in maintaining existing equipment and facilities of the school.
- Coaches/sponsors will encourage and promote sportsmanship and cooperation with the opposing teams and groups.
- Coaches/sponsors will encourage all aspects of safety before success.
- Coaches/sponsors will work with and respect the officials during and after the contests.

- Coaches/sponsors will take an active role in the prevention of use of drugs, alcohol, and tobacco and all other illegal activities.
- Coaches/sponsors will be knowledgeable and adhere to the league and high school associations' rules and bylaw.
- Coaches/sponsors will support and encourage students involved in multiple sports or activities. Student-athletes that participate in meetings, practice, games, and events equally, shall not be punished by either sport or activity with extra punishment conditioning or lack of playing time. Makeup conditioning and game planning may be considered in the coach's final decision.
- \*Coaches/sponsors will conclude practice/meetings by 7:00 PM and not exceed a 2 hours and 30 minute practice/ meeting time on one setting, during the regular season for that sport/activity.

\*Special Permissions may be granted by the AD, principal, or superintendent prior to practice/meetings.

### **Coaches' and Sponsors' Pledge**

The Coach/Sponsor's Pledge extends beyond the knowledge of athletics/activities and reaches into the life of each of his or her participants. It is one of the most important responsibilities in the school and involves at least the same level of commitment that coaches/sponsors expect of their participants. Mutual respect and team membership are to be expected equally of both the participant and the coach/sponsor and, for the coaches/sponsors, involve the following promises: As a coach/sponsor in Drexel R-IV School, I promise:

- To be a model of appropriate language and behavior.
- To respect and dignify each of my participants as an individual.
- To promote the safety of each participant and to ask no more in practice or competition than each is capable of delivering, but, to promote the conditions and circumstances that encourage each participant to realize his or her full potential.
- To set time demands on participants that acknowledge the primary importance of the participants' academic and family responsibilities.
- To promote among all participants and coaches/sponsors a solid sense of team membership.
- To reflect in my coaching leadership the best and most recent thinking/strategy in my activity.

- To be available to parents at times which are mutually convenient and appropriate.
- To work, whenever appropriate, with other school personnel to guarantee the best interests of the students.

### **Coaches' and Sponsors' Role -- Post High-School Planning**

- To assist, whenever appropriate, with the post-high school plans of students as it relates to athletics/activities.
- Coaches/sponsors will help identify students who may be able to play/participate at the college level.
- Coaches/sponsors will assist students in making contacts with colleges when it is believed that they can succeed at the next level.
- Coaches/sponsors and the counselor will provide information about possible scholarship opportunities.
- Coaches/sponsors will direct the students to the eligibility requirements necessary to participate at each level of college.

[www.naia.org](http://www.naia.org) NAIA Division I, II, III

[www.ncaa.org](http://www.ncaa.org) NCAA Division I, II, III

[www.ncjaa.org](http://www.ncjaa.org) NJCAA  
(Junior College)

[www.act.org](http://www.act.org) College Entrance Test

[www.fafsa.ed.gov](http://www.fafsa.ed.gov) Student Loan Applications

- Students and parents are responsible for filling out scholarship applications, student loan papers, and eligibility forms.
- Coaches/sponsors will give an honest assessment of the individual athlete/student to the college recruiter to maintain our credibility.

### **Transportation Guidelines**

- Students will ride the bus to all activities that are not offered in the school district.
- Students are expected to ride the bus following all activities. It is the belief of the coaching staff at Drexel R-IV that “you go as a team, win or lose as a team, and you ride home as a team.”

- The coaching staff and sponsors also recognize that special situations do arise. If a parent needs the athlete to ride home with him/her after the scheduled event, a parent must make contact coach or administrator and sign their student out.

