

**2017-2018
Kenyon Wanamingo
Grades 7-12**



**Activities Rules and
Information**

<http://www.kw.k12.mn.us>

<http://hvlconference.org>

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PHILOSOPHY OF THE ISD 2172 ACTIVITIES PROGRAM

The purpose of the activities program is to create an environment in partnership with parents and community that allows each student to develop his/her abilities.

KWHS philosophy promotes achieving excellence in all aspects of the school. This requires a great deal of dedication on the part of the students. In highly competitive athletic and academic activities, it may be necessary to cut some students because of skill level or squad size. Although we believe that all students should have an opportunity to participate, winning or excellence will not be sacrificed to allow everyone an equal chance. We hope that many of our students will continue in their activities on a life-long basis.

K-W 7th and 8th Grade philosophy stresses students participating in as many activities as possible. No cuts are made at the 7th and 8th grade level. Coaches are expected to play all students, although not necessarily the same amount. We hope students who participate in activities programs enjoy their experience, regardless of skill level. Most of our programs allow the students to compete against opponents with similar skills. Winning is important, but it is not our major objective. We would hope that the 7th and 8th grade student learn social and athletic skills through the winning and losing process. A final goal would be that students learn those skills and attitudes that will promote their continued participation in a multitude of high school activities.

HVL/MSHSL CODE OF CONDUCT PROGRAM

Coaches/Advisors

- Follow the rules of the activity during progress of the contest.
- Accept the decisions of contest officials.
- Avoid unsportsmanlike gestures or language.
- Display modesty in victory and graciousness in defeat.
- Avoid public display of criticism in front of participants or spectators.
- Teach sportsmanship and reward players that are good sports.

Participants

- Show respect for fellow participants by shaking hands with them.
- Accept the decisions of contest officials.
- Avoid unsportsmanlike gestures or language.
- Display modesty in victory and graciousness in defeat.
- Learn the rules of the game.

Spectators

- Take part in cheers with the cheerleaders and applaud good performances.
- Work cooperatively with contest officials and supervisors in keeping order.
- Refrain from booing, foot-stomping or making negative comments about officials or participants.
- Praise your teams without antagonizing or distracting opponents.
- Stay off the contest areas at all times.
- Do not use inappropriate noisemakers or hand-held signs containing derogatory messages.
- Show respect for public property.

Cheerleaders

- Use discretion in selecting the time to cheer.
- Encourage support for any injured participant.
- Show respect for opposing cheerleaders.
- Learn the rules of the game.
- Lead positive cheers, praising your team without antagonizing opponents.
- Encourage a positive crowd alternative when booing or inappropriate chants begin.

Bands

- Choose appropriate music and time for performing.
- Dress in school-approved uniforms.
- Show respect at all times for officials, opponents and spectators.
- Show respect for public property.
- Stay off the contest areas at all times.

MSHSL CODE OF RESPONSIBILITIES

The MSHSL has established a code of eligibility for athletics, drama, debate, speech, and music activities. This code shall be the minimum basis for eligibility for all school activities including cheerleading and membership in organizations such as Student Council, Year Book, Class Officers, Knowledge Bowl, Robotics team, and Trap shooting. As a student participating in my school's interscholastic activities, I understand and accept the following responsibilities:

1. I will respect the rights and beliefs of others and will treat others with courtesy and consideration.
2. I will be fully responsible for my own actions and the consequences of my actions.
3. I will respect the property of others.
4. I will respect and obey the rules of my school and the laws of my community, state and country.
5. I will show respect to those who are responsible for enforcing the rules of my school and the laws of my community, state and country.

The Principal may suspend students from extra-curricular participation for not meeting these responsibilities. The consequences will likely include suspension from activity competition for a period of time and/or dismissal from that activity.

Eligibility Requirements:

KWHS is a member of the Minnesota State High School League, an association of secondary schools formed to govern interscholastic contests in athletics, debate, speech, drama, and music. All MSHSL participants are subject to the rules and regulations of the League. There are some other local rules that also must be complied with.

- Training and participation rules established by the MSHSL, Board of Education and individual Coaches/Advisors.
- Students coming out for an activity after the season has begun must be a fully-participating member of the team for SEVEN days before being eligible for interscholastic competition.
- Full participation means that a participant attends and participates in all practices and games.
- Students who are ineligible for MSHSL events for academic/chemical ineligibility MUST be a fully-participating member of the team from the first day of practice until the end of the season to count toward reinstatement.
- Students must be enrolled in at least 3.0 academic credits per semester to participate in any MSHSL activities for grades 9 - 12.
 - Ineligibility – Participants shall strive to be successful in all classes. A student must meet School and MSHSL eligibility requirements defining a full-time student and have received no failing grades (F) in the most recent grade-reporting period. A student who becomes academically ineligible by receiving a failing grade may regain eligibility by meeting the academic standard following a period of 10 scheduled school days and nights of ineligibility. A student regains eligibility immediately if incompletes (I) are made up within two weeks after a grade –reporting period. For fall sports in which the date of earliest competition is before the first day students are in class, the minimum ineligibility period shall be the lesser of 1) 21 consecutive calendar days beginning with the date of earliest allowed practice in that sport 2) one-third of the maximum number of games/meets allowed in a sport (rounded up if one-third results in a fraction).
 - Paperwork to establish academic eligibility must be picked up and returned to the office before eligibility is reinstated.

ACADEMIC PROGRESS

- Students must be making satisfactory progress towards the school's requirements for graduation.

ATTENDANCE

MISS SCHOOL--MISS GAME OR PRACTICE

A student who is absent for any part of the day may not take part in any after school activity for that school day unless excused in advance by the high school principal. All appointments must be approved at least one day in advance. In case of emergency, the HS/MS Office should be notified by phone, by the parent/guardian, as soon as possible if a student will miss any school the day of an event.

SUSPENSION/DETENTION

When a student is assigned OSS, ISS, or detention, these consequences have priority over participation in activities. If there is a conflict, a student needs to serve their consequence through the High School Principal's Office prior to participation or be subject to stricter discipline. **Students assigned to ISS or OSS will not be allowed to practice/participate in practices/events on the first day of the assigned ISS or OSS.**

RULES/INFORMATIONAL MEETING

Prior to the first day of practice for each activity, a Parent/Player Meeting will be held for participants and parents. Attendance at this meeting is **STRONGLY** encouraged. Parents and students will be responsible for all information distributed at the MSHSL meeting. **NO** student will be allowed to participate or compete until the appropriate medical forms and MSHSL forms have been submitted and the activity fee has been paid.

TRANSPORTATION

The use of private cars to go to and from games/practices is generally discouraged. An exception may be granted with HS Principal approval in certain situations. Parents should contact the HS Principal in those cases. Parents may request permission **from the supervising advisor/coach to take their own son/daughter home after a contest.** *A parent may ask for their child to travel with an appropriate adult with prior permission.* No students other than squad members, statisticians and managers will be permitted on the bus. All students participating in activities will be picked up and dropped off at the school buildings unless prior arrangements are made. *All coaches on trips away from K-W will have a clipboard available to appropriately checkout individuals to appropriate adult supervision. In no case will this be done without parent consent.* Game buses will stop in Wanamingo after all 7th & 8th grade games unless it is deemed unnecessary.

PARENT RESPONSIBILITIES

Parents are expected to encourage their sons or daughters to perform to the best of their ability, including academics. Parents are role models for athletes and representatives of K-W. As such, they are expected to exemplify good attitudes by treating all participants, coaches/advisors, fans, officials and other parents with respect and dignity. Vulgar or denigrating remarks are never appropriate. Parents need to support the concept that coaches/advisors determine playing time or role, while all participants are enjoying the fruits of participation despite the variations in ability. Participants who are doing their best are to be commended despite the outcome of the contest. Parents should attend rules and informational meetings before the appropriate seasons begin.

STUDENT ACTIVITY FEES

An activity fee shall be charged for each activity. For high school activities, the fee is \$95. The activity fee for cheerleading is \$60. The fee for junior high school activities is also \$60. There is a \$30 fee for Math League, Knowledge Bowl, Speech, Band, Choir, Drama, Robotics and Clay Target Shooting for each activity, as well as any other interscholastic activity. These must be paid before any participation. No refund of activity fees will be made after date of first public appearance of that team. There is a **\$400** cap per family.

Students paying athletics fees are allowed into games for no charge during that season. Students will be issued a laminated sports pass with their picture on it that they can show at the gate for admission. Otherwise, they will need to pay.

BUS RULES

1. Buses cannot wait beyond the scheduled loading time for students.
2. Students should stay off the roadway at all times while waiting for buses.
3. Students should walk in front of a bus when crossing a road.
4. Students should not change seats while the bus is in motion. Keep arms, legs and belongings to yourself.
5. There should be no loud talking, inappropriate language, shouting, throwing objects or yelling in the bus.
6. Any damage to the bus should be reported to the bus driver at once.
7. No fighting, harassment, intimidation or horseplay on or near the bus or bus stop.
8. Any student defacing or damaging a bus will be required to pay for the damage, and may be suspended from riding the bus.
9. Students should help keep the buses clean, sanitary and orderly.

CATEGORIES OF ACTIVITIES

Category I Activities: Those League-sponsored activities in which a member school has a schedule of interscholastic contests, exclusive of League-sponsored tournaments:

- a. Athletic Activities
- b. Fine Arts Activities
 - 1) Debate
 - 2) Speech activities, including One-Act Play, when a school schedules a season of interscholastic contests
- c. Clay Target Shooting

Category II Activities: Those League-sponsored activities in which a member school does not have a schedule of interscholastic contests, exclusive of League-sponsored tournaments:

- a. Fine Arts Activities
 - 1) Speech activities, including One-Act Play, when a school schedules no interscholastic contests and participates only in the League-sponsored tournament series
- b. Music activities
- c. Robotics

INELIGIBILITY PENALTIES

NOTE: For all Category II violations, the penalties will be the same for those types of activities except for interscholastic events will always be (1) interscholastic event in addition to the minimum number of weeks prescribed by the K-W Board of Education. **No public performances/ participation of any kind will be allowed for any intrascholastic event while on suspended time.** Attendance does not constitute performance or participation. These performances do not count towards MSHSL penalties however.

1. First Violation:

Category I: After confirmation of the first violation, the student shall lose eligibility for the next TWO (2) consecutive interscholastic events or TWO (2) weeks of a season in which the student is a participant, whichever involves the greater number of contests. No exception is permitted for a student who becomes a participant in a treatment program.

2. Second Violation:

After confirmation of the second violation, the student shall lose eligibility for the next SIX (6) consecutive interscholastic events or THREE (3) weeks of a season in which the student is a participant, whichever involves the greater number of contests. No exception is permitted for a student who becomes a participant in a treatment program.

3. Third Violation

After confirmation of the third or subsequent violations, the student shall lose eligibility for the next twelve (12) consecutive interscholastic events or FOUR (4) weeks of a season in which the student is a participant, whichever involves the greater number of contests. If after the third or subsequent violations, the student on her/his own volition becomes a participant in a chemical dependency program or treatment program, then the student may be certified for reinstatement in MSHSL activities after a minimum period of six weeks. Certification must be issued by the director/counselor of a chemical dependency treatment center.

Penalties shall be accumulated beginning with the student's first participation in a League activity and continuing through the student's high school career. To regain your eligibility you must be actively enrolled in the practice sessions of an organized activity offered at K-W for the specific time period of the infraction. The spirit of this rule implies that the ineligible athlete is a member of the squad in every respect with the exception of participating in MSHSL sponsored events.

Administrative Discretion

While the school district and the school takes a position on disciplinary consequences via the handbook or accepted policies, the administration, including the superintendent, may use discretions in determining whether, under the circumstances, a course of action other than the minimum consequences specified about is warranted. Administrative discretion cannot be used to modify MSHSL rules and policies. If so, other appropriate action may be taken, including consideration of a recommendation for lesser discipline.



2017-2018

MSHSL ELIGIBILITY BROCHURE

Students: Your participation in high school activities is dependent on your eligibility. PROTECT that eligibility by reviewing with your parent(s)/guardian(s) this summary of Minnesota State High School League rules which govern your participation. Complete regulations are found in the MSHSL Official Handbook which is available at each member high school and which is also posted on the MSHSL Web site: www.mshsl.org. Please keep this brochure for reference, and if there is a question about any rule interpretation, **CONTACT YOUR SCHOOL PRINCIPAL OR ATHLETIC/ACTIVITIES DIRECTOR.**

I understand I must sign the current eligibility statement prior to participation each school year.

I understand that once I sign the eligibility statement all eligibility rules apply:

- Twelve (12) months of the year;
- Whether I am currently participating or not;
- Continuously from the first signing of the statement through the completion of my high school eligibility.

Parents/Guardians: REVIEW the following rules with your son or daughter. Your role in stressing the value of following these rules cannot be overstated.

General Student Eligibility Checklist (must be completed by all students) (If you cannot check all 8 items, see your athletic/activities director or principal)

- _____ 1. Making academic progress toward graduation.
- _____ 2. Will not have turned 20 before the start of the season in which I participate.
- _____ 3. Have not dropped out of school or repeated a grade while in high school.
- _____ 4. Have not and will not use or possess tobacco or alcoholic beverages, use, consume, have in possession, buy, sell or give away any other controlled substance, including steroids, drug paraphernalia or products containing or used to deliver nicotine, tobacco products and other chemicals.
- _____ 5. Have not and will not violate the racial/religious/sexual harassment/violence/and hazing bylaws of the MSHSL.
- _____ 6. I agree to fully cooperate in any investigation honestly and truthfully.
- _____ 7. Regardless of my age I agree to follow all of the MSHSL Bylaws in order to be eligible to represent my school in League-sponsored activities.
- _____ 8. **Both the student and parent have reviewed the concussion management information contained in the Eligibility Brochure and found on the following website:** www.cdc.gov/headsup

Athletic Eligibility Checklist (must be completed by all athletes) (If you cannot check all 5 items, see your athletic/activities director or principal)

- _____ 1. Physical exam within the last three (3) years on file with the school.
- _____ 2. Have not transferred schools.
- _____ 3. Will not participate in more than six (6) seasons in any sport in grades 7-12.
- _____ 4. Have not accepted cash in any amount or merchandise valued at more than \$100 for participating in a sport.
- _____ 5. Have not and will not compete in non-school events in my sport after reporting for the school team.

INFORMED CONSENT: By its nature, participation in interscholastic athletics includes risk of injury and the transmission of infectious diseases such as HIV, Hepatitis B, herpes and others. Although serious injuries are not common and the risk of HIV transmission is almost nonexistent in supervised school athletic programs, it is impossible to eliminate all risk. Participants have the responsibility to help reduce that risk. Participants must obey all safety rules, report all physical and hygiene problems to their coaches, follow a proper conditioning program, and inspect their own equipment daily.

GENERAL BYLAW REVIEW

All MSHSL eligibility determinations are based on bylaws found in the most current official handbook or online at mshsl.org/handbook

* Denotes rules applicable to cheerleaders

1. ***ACADEMIC** — (Credit Requirement) To be eligible, a student must be making satisfactory progress toward the school's requirement for graduation.
2. ***AGE** — A student who turns 20 during the 11th or 12th semester since first entering the 7th grade shall be allowed to participate through the completion of the 12th semester. Adapted athletes are eligible to participate until their 22nd birthday, provided they meet all other eligibility requirements.
3. **AMATEUR STATUS** — A student must be an amateur in that sport. A student may not receive cash or merchandise for athletic participation. A student does not lose her/his amateur status because of reimbursement for officiating, instructing, teaching or coaching a sport. (*Reference Bylaw 201 for further amateur provisions*)
4. **AWARDS** — Acceptable awards to students in recognition of participation in high school activities include medals, ribbons, letters, trophies, plaques and other items of little or no intrinsic value (\$100.00 or less). Violation will render a student ineligible for participation in that activity.
5. ***ENROLLMENT, ATTENDANCE, AND REQUIRED SUBJECT LOAD** — Students must be fully enrolled in (as defined by the Minnesota Department of Education) and attending the school before they are eligible to represent that school in MSHSL sponsored activities.

Students must be properly registered, attending school and classes regularly. Students must be on track to meet the school's graduation requirements in six years (12 consecutive semesters) beginning with the first day of attendance in the 7th grade.

For transfer eligibility purposes participation in a school program is considered full enrollment at that school.

6. **FOREIGN EXCHANGE STUDENTS** — Approved Foreign Exchange Students are limited to 1 calendar year of high school eligibility beginning with their 1st date of enrollment and attendance. **INTERNATIONAL STUDENTS** – students not participating in a CSJET approved foreign exchange program are eligible only at the B-squad or JV level for one calendar year.
7. ***GENERAL ELIGIBILITY** — In order to be eligible for regular season and MSHSL tournament competition, a student must be fully enrolled as defined by the Minnesota Department of Education and a bona fide member of his or her high school in good standing. A student who is under penalty of exclusion, expulsion or suspension, whose character or conduct violates the Student Code of Responsibilities and is not in good standing, shall be ineligible for a period of time as determined by the principal.
Student Code of Responsibilities
As a student participating in my school's interscholastic activities, I

understand and accept the following responsibilities:

1. I will respect the rights and beliefs of others and will treat others with courtesy and consideration.
2. I will be fully responsible for my own actions and the consequences of my actions
3. I will respect the property of others.
4. I will respect and obey the rules of my school and the laws of my community, state and country.
5. I will show respect to those who are responsible for enforcing the rules of my school and the laws of my community, state and country.

A student ejected from a contest shall be ineligible for the next regularly scheduled game or meet at that level of competition and all other games or meets in the interim at any level of competition, for the first ejection. All subsequent ejections shall result in ineligibility for four (4) regularly scheduled games or meets.

8. ***SEASONS OF PARTICIPATION** — No student may participate in more than six (6) seasons in any sport while enrolled in grades 7-12, semesters 1-12 inclusive.
9. ***SEMESTERS IN HIGH SCHOOL** — A student shall not participate in an interscholastic contest after the student's twelfth semester in grades 7-12 inclusive. All twelve semesters shall be consecutive, beginning in the 7th grade.
10. **JUNIOR HIGH/MIDDLE SCHOOL PARTICIPATION** — Participation in high school interscholastic programs is limited to students in grades 7-12 inclusive. Students in grade 7, 8 and 9 may participate if enrolled in the regular continuation school for the educational unit and if all other eligibility requirements of the League have been met. Elementary students in grades 1-6 are not eligible for participation in any MSHSL-sponsored activity; B-squad, junior varsity or varsity level.
11. ***GRADUATE** — Students who have graduated from a secondary school, or who have completed the terminal or final grade of a secondary school, or who have earned a GED or diploma are not eligible for participation in any League activity. A student who graduates while a member of a team with a season in progress may complete the season if three or fewer weeks of the regular season, exclusive of League tournament play, remain.

12. ***MOOD-ALTERING CHEMICALS**

A. **Reference Bylaw 205**

Twelve (12) months of the year, a student shall not at any time, regardless of the quantity: (1) use or consume, have in possession a beverage containing alcohol; (2) use or consume, have in possession tobacco; or, (3) use or consume, have in possession, buy, sell, or give away any other controlled substance or drug paraphernalia, (4) use or consume, have in possession, buy, sell or give away products containing or products used to deliver nicotine, tobacco products and other chemicals. "Tobacco products" means: any product containing, made, or derived from tobacco that is intended for human consumption, whether chewed, smoked, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, or any component, part or accessory of a tobacco product, (5) use or consume, have in possession, buy, sell or give away any substance or product where the intent of such use of the substance or product is to induce intoxication, excitement, or stupefaction of the central nervous system, except under the direction and supervision of a medical doctor. Such substance or products shall include, but are not limited to, synthetic drugs, gasoline, glue, aerosol devices, bath salts, and any substances addressed by Minnesota or Federal law.

1. The bylaw applies continuously from the first signing of the student Eligibility Brochure.
2. It is not a violation for a student to be in possession of a controlled substance specifically prescribed for the student's own use by her/his doctor.

B. **Penalty:**

1. First Violation: After confirmation of the first violation, the student shall lose eligibility for the next two (2) consecutive

interscholastic contests or two (2) weeks of a season in which the student is a participant, whichever is greater. No exception is permitted for a student who becomes a participant in a treatment program.

2. Second Violation: After confirmation of the second violation, the student shall lose eligibility for the next six (6) consecutive interscholastic contests in which the student is a participant or three (3) weeks, whichever is greater. No exception is permitted for a student who becomes a participant in a treatment program.
3. Third and Subsequent Violations: After confirmation of the third or subsequent violations, the student shall lose eligibility for the next twelve (12) consecutive interscholastic contests in which the student is a participant or four (4) weeks, whichever is greater. If after the third or subsequent violations, the student has been assessed to be chemically dependent and the student on her/his own volition becomes a participant in a chemical dependency program or treatment program, then the student may be certified for reinstatement in MSHSL activities after a minimum period of six (6) weeks. Such certification must be issued by the director or a counselor of a chemical dependency treatment center.
4. Penalties are progressive and consecutive.
5. **Denial Disqualification: A student shall be disqualified from all inter-scholastic athletics for nine (9) additional weeks beyond the student's original period of ineligibility when the student denies violation of the rule, is allowed to participate and then is subsequently found guilty of the violation.**

C. **Penalties for Category II Activities**

Definition - Category II Activities: Those League-sponsored activities in which a member school does not have a schedule of interscholastic contests, exclusive of League-sponsored tournaments.

Fine Arts Activities

1. Speech activities including One Act Play when a school schedules no interscholastic contests and participates only in the League-sponsored tournament series.
2. Music Activities.
3. Visual Arts Activities.
Each member school shall develop penalties which it will apply to the participants in these activities. A copy of the member school's policy shall be filed in the principal's office.

13. ***SEXUAL/RACIAL/RELIGIOUS HARASSMENT / VIOLENCE and HAZING**

A. **Reference Bylaw 209.00:**

A student shall not engage in the sexual, racial, religious harassment, violence or hazing during the school year or any portion of an activity season that occurs prior to the start of the school year or after the close of the school year.

B. **Reporting Procedures:**

1. Any person who believes he or she has been the victim of sexual, racial, religious harassment, violence or hazing or any person with knowledge or belief of conduct, which may constitute hazing, shall report the alleged acts immediately to an appropriate school district official designated by this policy.
2. The building principal is the person responsible for receiving reports of sexual, racial, religious harassment, violence or hazing at the building level. Any person may report hazing directly to a school district human rights officer or to the superintendent.
3. Teachers, administrators, officials, volunteers, and employees of the school district shall be particularly alert to possible situations, circumstances or events which might include sexual, racial, religious harassment, violence or hazing. Any such person who receives a report of, observes, or had other knowledge or belief of conduct, which may constitute sexual,

racial, religious harassment, violence or hazing, shall inform the building principal immediately.

4. Submission of a good faith complaint or report of sexual, racial, religious harassment, violence or hazing will not affect the complainant or reporter's future employment, grades or work assignments.

C. **Reprisal**

The school district will discipline or take appropriate action against any student, teacher, administrator, volunteer, coach, official contractor or employee of the school district who retaliates against any person who makes a good faith report of alleged sexual, racial, religious harassment, violence or hazing or against any person who testifies, assists, or participates in an investigation, or against any person who testifies, assists or participates in a proceeding or hearing relating to such sexual, racial, religious harassment, violence or hazing. Retaliation includes, but is not limited to, any form of intimidation, reprisal or harassment.

D. **Penalties for Category I Activities:**

1. First Violation: the student shall lose eligibility for the next two (2) consecutive interscholastic contests or two (2) weeks, 14 calendar days, of a season in which the student is a participant, whichever is greater. *Recommendations: 1) It is recommended that the school develop a local education program through which the student would receive information about sexual, racial, religious harassment, violence or hazing. 2) It is recommended that, when appropriate, the school refer a student to a community agency or a professional individual outside the school for counseling.*
2. Second Violation: the student shall lose eligibility for the next six (6) consecutive interscholastic contests or three (3) weeks, 21 calendar days, whichever is greater, in which the student is a participant. *Recommendation: It is recommended that before being re-admitted to activities following suspension for the second violation, the student shall show evidence in writing that the student has received counseling from a community agency or professional individual such as a school counselor, medical doctor, psychiatrist, or psychologist.*
3. Third or Subsequent Violations: the student shall lose eligibility for the next twelve (12) consecutive interscholastic contests or four (4) weeks, 28 calendar days, whichever is greater, in which the student is a participant.
4. Penalties are progressive and consecutive.

E. **Penalties for Category II Activities:**

Each member school shall develop penalties that it will apply to

the participants in these activities. A current copy of the member school's policy shall be kept on file in the member school.

14. **SERVING A MSHSL PENALTY** — a student must be a student in good standing, and able to be placed in the game, meet or contest except for the penalty being served. (Students who are not in good standing due to suspension, expulsion, injury, illness, family vacations, etc are not able to be placed in a game, meet or contest and are therefore not able to count those contests toward the penalty).
15. **PROGRESSIVE AND CONSECUTIVE PENALTIES:** Penalties shall be progressive and consecutive beginning with the student's first participation in a League activity and continuing through the student's high school career.
16. **COLLEGE/UNIVERSITY TEAMS** — Individuals who have participated with a college or university team are ineligible for participation in any activity of the League.
17. **FAIR HEARING PROCEDURE** — The League Constitution provides a Fair Hearing Procedure for the student or parent contesting a school's determination of ineligibility for a student. **The student has 10 calendar days in which to appeal the school's decision.** The appeals process includes an appeal before a hearing panel at the school and the right, if desired, to appeal that decision to the League's Board of Directors. An independent hearing examiner will hear the appeal and make written findings of fact, conclusions and a recommendation for the Board of Directors following the hearing. The Board's decision shall be final. A complete listing of the Fair Hearing Procedure may be obtained from the athletic director or principal of the high school or on Web at www.mshsl.org in the Publications section.

ATHLETIC RULES

1. ***PHYSICAL EXAMINATION AND PARENTS PERMIT** — Any student who intends to participate in high school interscholastic athletics and cheerleading activities must have on file in the school, a record of a physical examination performed within the previous three (3) years. A health questionnaire shall be completed annually and could indicate the need for a physical examination prior to participation. The signature of the parent or guardian approving participation is required.
2. **LAST DATE TO JOIN A TEAM** — To be eligible for section and state competition, a student must be a member of that school's team not later than the fourth Monday from the official start of that sport season. Gymnasts must be on the school's team not later than the third Monday from the official start of that season. When a sport season begins on a Monday, that day shall be counted as the first Monday.
3. **NON-SCHOOL COMPETITION AND TRAINING FOR TEAM AND INDIVIDUAL SPORTS** —
 - A. **During the High School Season:** During the high school season a student may not participate as a member of a team or as an individual competitor in non-school sponsored games, meets, tournaments or contests, in the same sport. *Participation defined:*

practice, training, tryouts, scrimmaging and competing. Season Defined: The high school season shall run from the first date that practice may begin until the team is eliminated in MSHSL tournament competition. Baseball, Softball and Skiing are exceptions to this rule.

Exception: Non-School Training During the High School Season for Athletes Who Qualify as Individual competitors to the State Tournament: (Swimming, Cross Country, Tennis, Skiing, Gymnastics, Wrestling, Synchronize Swimming, Golf, and Track and Field)

- i. **Lessons/Training:** During the MSHSL high school season athletes may take lessons from professionals and other non-school coaches without limit as to where, when or who may provide the training. Athletes may not miss a high school practice, game, or meet to take a lesson or train for a non-school event. Athletes may take lessons and or train with a non-school team/club during the high school season in the same sport.
- ii. **Competition:** Athletes will be able to compete in non-school events/competitions that do not match the events in which

athletes currently compete in high school competition.

Exception: Summer Vacation Period — Students may participate in non-school competitions, meets, games, tournaments in the same sport they currently play at the high school level during the summer vacation period. *See definition of summer vacation below: 14.C.*

Summer Coaching waiver: If a student participates on a team coached by a member of the high school coaching staff, coaching contact shall end on July 31 unless a conditional extension to the summer waiver is granted by the school's athletic director.

Students may take private lessons during the MSHSL season.

- B. During the School Year, Prior To and Following the High School Sports Season:** A student may participate in contests, meets or tournaments as an individual competitor or as a member of a non-school team provided that these activities are voluntary and not influenced or directed by a salaried or non-salaried member of the student's sophomore, B-squad, junior varsity or varsity high school coaching staff.
1. A student may not use any type of high school uniform.
 2. A student may not receive coaching or training from a salaried or non-salaried member of the student's sophomore, B-squad, junior varsity or varsity high school coaching staff in that sport. Power skating, tennis, gymnastics, and indoor soccer are included in this limitation.
 3. A student may receive training through private lessons from a person who is not a salaried or non-salaried member of the student's sophomore, B-squad, junior varsity or varsity high school coaching staff in that sport.
 4. A student's fee for non-school coaching or training must be provided by the student or the student's parent(s) or guardian(s) unless approved by the Board of Directors.
- C. Summer Vacation Period:**
A student may compete as an individual or as a member of a nonschool team even though competing on a high school team in the same sport. *Summer shall be defined as June 1 through Labor Day. Summer for the sport of soccer shall be defined as June 1 through Sunday immediately preceding the official starting date of the MSHSL high school soccer season. Note: Students may participate in activities during the summer, as defined above, even though their high school sport season in the same sport has begun. For example, students may play in a non-school tennis tournament while a member of the high school team or participate in road races while a member of the cross country team through Labor Day. Soccer is excluded from dual participation as defined above.*
- D. Penalty:**
1. First Violation: After confirmation of the first violation, the student shall lose eligibility in that sport for the next two (2) consecutive interscholastic contests or two (2) weeks of that season, whichever is greater. If there are fewer than two (2) events remaining in that sport, the loss of eligibility will continue into the next season in that sport. Note: This means that a senior who violates the bylaws at the end of one sport season will lose eligibility for two (2) games in the next sport season in which the student participates.
 2. Second Violation: After confirmation of the second violation, the student shall lose eligibility in that sport for the next six (6) consecutive interscholastic contests or three (3) weeks, whichever is greater.
 3. Third Violation: After confirmation of the third or subsequent violations, the student shall lose eligibility in that sport for the next twelve (12) consecutive interscholastic contests or four (4) weeks, whichever is greater.
 4. Penalties are progressive and consecutive.
- E. Special Considerations:**
1. National Teams and Olympic Development Programs
The MSHSL may permit participation by high school students on bona fide national teams or in Olympic development

programs if:

- a. The program is approved and supported by the national governing body of the sport or if there is an Olympic development program of training and competition.
- b. Directly funded by a national governing body on a national level.
- c. Authorized by a national governing body for athletes having potential for future national team participation.

Students who are invited to participate on National Teams or in Olympic Development Programs must contact their high school principal to obtain an application form. This must be completed at least thirty (30) days prior to participation.

2. During the school year, students who participate for their school in a sport may participate through training, try-out or competition on a National Team or in a United States Olympic Development Program provided the student receives an individual invitation from the United States Olympic Committee or the United States National Governing Body on the national level for that sport.
 3. Students who have completed their eligibility in a sport are exempt from the non-school competition and training rules in that sport.
- 4. ATHLETIC CAMPS AND CLINICS —**
- A. School Year:** Students may attend athletic camps and clinics which have been approved by their high school principal.
- B. Summer Vacation Period:** Non-school specialized athletic camps and clinics do not require approval.
1. The non-school sponsored camp or clinic fee must be provided by the student or the student's parent(s) or guardian, unless other arrangements are approved by the Board of Directors.
 2. A student may attend a camp or clinic where a member of the school's coaching staff (sophomore, B-Squad, junior varsity or varsity) in that sport owns, administers, directs, organizes, or serves as an instructor or is a staff member during the student's attendance.
- C. Penalty:**
1. First Violation: After confirmation of the first violation, the student shall lose eligibility in that sport for the next two (2) consecutive interscholastic contests or two (2) weeks of that season, whichever is greater. If there are fewer than two (2) events remaining in that sport, the loss of eligibility will continue into the next season in that sport. Note: This means that a senior who violates the bylaws at the end of one sport season will lose eligibility for two (2) games in the next sport season in which the student participates.
 2. Second Violation: After confirmation of the second violation, the student shall lose eligibility in that sport for the next six (6) consecutive interscholastic contests or three (3) weeks, whichever is greater.
 3. Third Violation: After confirmation of the third or subsequent violations, the student shall lose eligibility in that sport for the next twelve (12) consecutive interscholastic contests or four (4) weeks, whichever is greater.
- 5. TRANSFER RULE — Bylaw 111**
- A.** A transfer student is eligible for varsity competition provided the student was in good standing on the date of withdrawal from the last school the student attended and one (1) of the provisions in Section B (below) is met.
- B.** A transfer student is eligible for varsity competition if:
1. 9th Grade Option: The student is enrolling in 9th grade for the first time.
 2. Family Residence Change: the student transfers from one public school district attendance area to another public school district attendance area at any time during the calendar year in which there is a change of residence and occupancy in Minnesota by the student's parents. If the student's parents move from one public school district attendance area to

another public school district attendance area, the student will be eligible in the new public school attendance area or a non-public school if the student transfers at the same time the student's parents move.

If the parents move from one public school district attendance area to another, the student shall continue to be fully eligible if the student continues enrollment in the prior school for the balance of the current marking period or for the balance of the academic school year. If the student elects either of the current enrollment options above, the student will be fully eligible upon transfer to the new school.

A student who elects not to transfer upon a parent's change in residence shall continue to be eligible at the school in which the student is currently enrolled.

3. Court Ordered Residence Change for Child Protection: the student's residence is changed pursuant to a child protection order placement in a foster home, or a juvenile court disposition order.
 4. Divorced Parents: a student of legally divorced parents who have joint physical custody of the student may move from one custodial parent to the other custodial parent and be fully eligible at the time of the move. The student may utilize this provision only one time during grades 9-12 inclusive.
 5. Move from Out of State: if a student's parents move to Minnesota from a state or country outside of Minnesota and if the student moves at the same time the parent establishes a residence in a Minnesota public school district attendance area, the student shall be eligible at the first school the student attends in Minnesota.
- C. If none of the provisions in Athletic Rule 5.B.2.1-5 (above) are met, the student is ineligible for varsity competition for a period of one (1) calendar year beginning with the first day of attendance in the new school.
1. Students are immediately eligible for competition at the non-varsity level.
 2. A student may not obtain eligibility as a result of a transfer. If at the time of transfer the student was not fully eligible in the previous school, the student shall be ineligible in the new school. A student who was not in good standing at the time of transfer shall be ineligible until the penalty from the previous school has been served.
 3. Each time a student transfers and the conditions of the transfer do not meet any of the provisions of Bylaw 111.1.B.i-v, the student will be ineligible for varsity competition for a period of one (1) calendar year beginning with the first day of attendance at the new school. For example, if a student, while serving a one-year transfer suspension, transfers to another school and none of the provisions of Bylaw 111.1.B.i-v are met, an additional one-year suspension will be applied. The student will begin serving the additional one-year suspension immediately following the completion of the previous one-year suspension.

4. Enrollment Options Program: a student who utilizes Minnesota Statute 124D.03 Enrollment Options Programs, and transfers without a corresponding change of residence by the student's parents shall elect one of the following:
 - a. retain full eligibility for varsity competition for one (1) calendar year at the school where the student was enrolled prior to the transfer after which time the student shall become fully eligible at the school to which the student has open enrolled; or
 - b. be eligible only at the non-varsity level in the school to which the student has open enrolled for one (1) calendar year.
5. A student who transfers from one MSHSL member school to another MSHSL member school is ineligible for varsity competition for fifteen (15) calendar days from the first day the student attends practice in the fall or attends classes in the new school for the first time.

Upon transfer, the student will be ineligible at the former school and may practice at the new school but may not compete in any varsity activity at the new school.

The student will retain full eligibility at the former school if the student chooses to return to the former school during the fifteen (15) calendar day period.

If the student remains at the new school, following the fifteen (15) calendar day period, the student will become eligible at the varsity level only when the student has fully met all of the transfer criteria and has been deemed to be eligible both by the new school and the League office.

If any of the transfer criteria has not been met, the student will be ineligible for varsity competition at the new school and must then choose between varsity eligibility at the former school or JV eligibility at the new school.

 - a. The student may elect to decline the 15 day window to become eligible to compete at the varsity level at the Receiving School once the school administration determines the student has met all of the varsity participation eligibility criteria.
 - b. A student may utilize this provision one time per 365 calendar day period.

REV. 6-19-17

CONCUSSION MANAGEMENT RECOMMENDATIONS FOR MSHSL ATHLETES



Acute injury

When a player shows any symptoms or signs of a concussion, the following should be applied.

1. The player should not be allowed to return to play in the current game or practice.
2. The player should not be left alone, and regular monitoring for deterioration is essential over the initial few hours after injury.
3. The player should be medically evaluated after the injury.
4. Return to play must follow a medically supervised stepwise process.

A player should never return to play while symptomatic. "When in doubt, sit them out!"

Return to play protocol

Return-to-play decisions are complex. An athlete may be cleared to return to competition only when the player is free of all signs and symptoms of a concussion at rest and during exercise. Once free of symptoms and signs of concussion, a stepwise symptom free exercise process is required before a player can return to competition.

- Each step requires a minimum of 24 hours.
- The player can proceed to the next level only if he/she continues to be free of any symptoms and or signs at the current level.
- If any symptoms or signs recur, the player should drop back to the previous level.

The return to play after a concussion follows a stepwise process:

1. No activity, complete rest until all symptoms have resolved. Once asymptomatic, proceed to level 2.
2. Light aerobic exercise such as walking or stationary cycling, no resistance training.
3. Sport specific exercise—for example, skating in hockey, running in soccer; progressive addition of resistance training at steps 3 or 4.
4. Non-contact training drills.
5. Full contact training after medical clearance.
6. Game play.

The final return to competition decision is based on clinical judgment and the athlete may return only with written permission from a health care provider who is registered, licensed, certified, or otherwise statutorily authorized by the state to provide medical treatment; is trained and experienced in evaluating and managing concussions; and is practicing within the person's medical training and scope of practice.

Neuropsychological testing or balance testing may help with the return to play decision and may be used after the player is symptom free, but the tests are not required for the symptom free player to return to play.

For more information please refer to the references listed below and www.concussionsafety.com.

Signs Observed By Coaching Staff

Appears dazed and stunned
Is confused about assignment or position
Forgets sports plays
Is unsure of game, score, or opponent
Moves clumsily
Answers questions slowly
Loses consciousness (even briefly)
Shows behavior or personality changes
Can't recall events prior to hit or fall
Can't recall events after hit or fall

Symptoms Reported By Athlete

Headache or "pressure" in head
Nausea or vomiting
Balance problems or dizziness
Double or blurry vision
Sensitivity to light
Sensitivity to noise
Feeling sluggish, hazy, foggy, or groggy
Concentration or memory problems
Confusion
Does not "feel right"



2017-2018 MSHSL ELIGIBILITY STATEMENT

All MSHSL eligibility determinations are based on the most current official handbook found at mshsl.org/handbook

Statement to be signed by the participant from a MSHSL member school and by the participant's parent or guardian each school year prior to participation in that year.

Please check all items:

- I have read, understand, and acknowledge receiving the 2017-2018 MSHSL Eligibility Brochure, which contains only a summary of the eligibility rules of the Minnesota State High School League. I understand that a copy of the Official Handbook of the MSHSL is on file with the senior high school athletic director and or principal and that I may review it, in its entirety, if I so choose. The Official Handbook and MSHSL bylaws are also posted on the MSHSL website: www.MSHSL.org under Handbook.
- We, the student and parent, have reviewed Concussion Management Recommendations for MSHSL Athletes contained in the Eligibility Brochure and on the following website:** www.cdc.gov/headsup
- I understand that once I sign the eligibility statement all eligibility rules apply:
 - Twelve (12) months of the year;
 - Whether I am currently participating or not;
 - Continuously from the first signing of the statement through the completion of my high school eligibility.
- Regardless of my age I agree to follow all of the MSHSL Bylaws in order to be eligible to represent my school in League-sponsored activities.
- I further understand that a member school of the MSHSL must adhere to all of the rules and regulations that pertain to the League athletics/activities a school may sponsor and that local rules may be more stringent, and penalties more severe, than MSHSL rules.

STUDENT CODE OF RESPONSIBILITIES

- As a student participating in my school's interscholastic activities, I understand and accept the following responsibilities:
 - I will respect the rights and beliefs of others and will treat others with courtesy and consideration.
 - I will be fully responsible for my own actions and the consequences of my actions.
 - I will respect the property of others.
 - I will respect and obey the rules of my school and the laws of my community, state and country.
 - I will show respect to those who are responsible for enforcing the rules of my school and the laws of my community, state and country.

A student whose character or conduct violates the Student Code of Responsibilities or is suspended or expelled is not in good standing and is ineligible for a period of time as determined by the principal. While a student not in good standing, a student may not serve any penalty for MSHSL Bylaw violations.

- Informed Consent:** By its nature, participation in interscholastic athletics includes risk of injury and the transmission of infectious diseases such as HIV, Herpes and Hepatitis B and others. Although serious injuries are not common and the risk of HIV transmission is almost nonexistent in supervised school athletic programs, it is impossible to eliminate all risk. Participants have the responsibility to help reduce that risk. Participants must obey all safety rules, report all physical and hygiene problems to their coaches, follow a proper conditioning program, and inspect their own equipment daily. **PARENTS, GUARDIANS OR STUDENTS WHO MAY NOT WISH TO ACCEPT THE RISK DESCRIBED IN THIS WARNING SHOULD NOT SIGN THIS FORM. STUDENTS MAY NOT PARTICIPATE IN AN MSHSL-SPONSORED ACTIVITY WITHOUT THE STUDENT'S AND PARENT'S/GUARDIAN'S SIGNATURE.**

- I consent to the athletic trainer or coach treating injuries and authorize them to discuss those injuries with and release any applicable medical information or records relating to those injuries to coaches, school staff and other qualified health care providers as deemed necessary within their scope of practice.

- I further understand that in the case of injury or illness requiring transportation to a health care facility, that a reasonable attempt will be made to contact the parent or guardian in the case of the student-athlete being a minor, but that, if necessary, the student-athlete will be transported via ambulance to the nearest hospital.

- By signing this we acknowledge that we have read the information contained in the 2017-2018 MSHSL Eligibility Brochure and Statement.

- I/we acknowledge the electronic signature confirms I/we have read and reviewed the information contained in the contents of the Eligibility Brochure and Statement. I/we also acknowledge this electronic signature has the same legal effect, validity, and enforceability as a signature in a non-electronic form.

The student/parent authorizes the release of documents and other pertinent information by the school in order to determine student eligibility. In addition, the student/parent understands and agrees that public information shall include names and pictures of students participating in or attending extra-curricular activities, school events, and High School League activities or events.

I am a home school student? YES NO I am an online student? YES NO

Student's Printed Name Birth Date Grade in School

Student's Signature Date

Parent's or Guardian's Signature Date

MSHSL ANNUAL SPORTS HEALTH QUESTIONNAIRE

DATE ____ / ____ / ____
Name _____ M/F _____ Age ____ Birth Date ____ / ____ / ____
Grade ____ School _____ Sport(s) _____
Address _____
Phone _____ Date of Last Sports Qualifying Physical Exam (SQPE) ____ / ____ / ____

Check Yes or No boxes for each question or **Circle** question numbers for which you cannot answer.

IN THE LAST YEAR, since your last complete Sports Qualifying Physical Exam with your physician or your Year 2 Annual Health Questionnaire, HAVE YOU HAD ANY CHANGES TO THE FOLLOWING QUESTIONS:

- | | YES | NO |
|---|--------------------------|--------------------------|
| 1. In the last year, has a doctor restricted your participation in sports for any reason without clearing you to return to sports? | <input type="checkbox"/> | <input type="checkbox"/> |
| IMPORTANT HEART HEALTH QUESTIONS ABOUT YOU IN THE LAST YEAR | | |
| 2. In the last year, have you passed out or nearly passed out <i>during</i> or <i>after</i> exercise? | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. In the last year, have you had discomfort, pain, tightness, or pressure in your chest during exercise? | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. In the last year, does your heart race or skip beats (irregular beats) during exercise? | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. In the last year, do you get light-headed or feel more short of breath than expected during exercise? | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. In the last year, have you had an unexplained seizure? | <input type="checkbox"/> | <input type="checkbox"/> |
| IMPORTANT HEART HEALTH QUESTIONS ABOUT YOUR FAMILY IN THE LAST YEAR | | |
| 7. In the last year, has anyone in your immediate family died suddenly and unexpectedly for no apparent reason? | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. In the last year, has any family member or relative died of heart problems or had an unexpected or unexplained sudden death before age 50 (including an unexplained drowning, an unexplained car accident, or Sudden Infant Death Syndrome)? | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. In the last year, has anyone in your immediate family had instances of unexplained fainting, seizures, or near drowning? | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. In the last year, has anyone in your immediate family been diagnosed with hypertrophic cardiomyopathy, Marfan Syndrome, arrhythmogenic right ventricular cardiomyopathy, long or short QT Syndrome, Brugada Syndrome, or catecholaminergic polymorphic ventricular tachycardia? | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. In the last year, has anyone in your immediate family under age 50 had a heart problem, pacemaker, or implanted defibrillator? | <input type="checkbox"/> | <input type="checkbox"/> |
| MEDICAL RISK QUESTIONS IN THE LAST YEAR | | |
| 12. In the last year, have you had a head injury or concussion that still has symptoms like continuing headaches, concentration problems or memory problems? | <input type="checkbox"/> | <input type="checkbox"/> |

Parents or Legal Guardians: Please note below any health concerns, medications, or allergies that may be important for the coaches or athletic/activities director to know.

I do not know of any existing physical or additional health reason that would preclude participation in sports. I certify that the answers to the above questions are true and accurate and I approve participation in athletic activities.

Parent or Legal Guardian Signature

Athlete Signature

Date

Athletic/Activity Director Notes: (a YES answer to any of the questions above requires a clearance note from a physician prior to participation.)

SQPE Due ____ / ____ / ____

CLEARED FOR SPORTS: YES NO