

MILFORD
EXEMPTED VILLAGE SCHOOL DISTRICT

**ATHLETICS AND
EXTRACURRICULAR ACTIVITIES
HANDBOOK
FOR
STUDENTS/PARENTS**

2018-19

“Home of the Eagles”



(BOE Approved: May 10, 2018)

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**Nothing in this handbook is intended to supersede the policies or master contract agreements of the Milford Exempted Village School District, Ohio High School Athletic Association, or Ohio Revised Code. In all matters of conflict, this handbook is subject to those policies and agreements.*

*All concerns or complaints relating to disability discrimination should be directed to the District's Section 504 Coordinator. The Section 504 Coordinator is the Director(s) of Special Education who may be contacted at:
(513) 831-1314, 777 Garfield Avenue, Milford, Ohio 45150.*

Our Milford Athletics and Extracurricular Activities website! Contains links to events, calendars, stats, downloadable forms, directions and everything Milford Activities grades 7-12...any of these links will take you to same location:

www.milfordactivities.org

www.milfordathletics.org

For league stats, rankings, directions, news and links to all ECC schools...

www.eccsports.com

Athletics & Extracurricular Activities Office 576-2208

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Soaring on Wings as Eagles!

I. Introduction (All Activities)

Extracurricular activities offer opportunities for students to learn the values of teamwork, individual and group responsibility, physical strength and endurance, competition, diversity, and a sense of culture and community. Extracurricular activities provide a channel for reinforcing the lessons learned in the classroom, offering students the opportunity to apply academic skills in a real-world context, and are considered part of a well-rounded education. Participation in extracurricular activities leads to consistent attendance, academic achievement, and aspirations for continuing education beyond high school. The Milford Athletic and Marching Band Programs are designed specifically for those students who wish competition against students from our own and other schools. These programs provide a means of expression and self-improvement, and allow participants to develop social skills through physical activities. Milford Athletics/Band is neither a program of recreation for all, nor is it one of rehabilitation for those of questionable dedication. Our program is directed toward hard work, good sportsmanship and fair play. We must never lose sight of these principles. Participants in any activity who intentionally violate rules bring discredit to themselves, their families, their school, and to the activity in which they participate. They will be disciplined. The standards, values and guidelines of the Milford Exempted Village School District (MEVSD) and the Ohio High School Athletic Association (OHSAA) will be strictly enforced.

II. Programming Profile* (A.-E. Athletics; F. Marching Band; G.-H. School-Sponsored Activities)

A. Fall Season

Cheer - 7, 8, F, JV, V
B Cross Country - 7/8, JV, V
G Cross Country - 7/8, JV, V
Football - 7/8B, 7, 8, F, JV, V
B Golf - JV, V
G Golf - JV, V
B Soccer - JVB, JV, V
G Soccer - JVB, JV, V
G Tennis - JV, V
G Volleyball - 7/8B, 7, 8, F, JV, V
B Water Polo - JV, V
G Water Polo - JV, V

Fall Totals: 12 Programs (10 JH Teams; 29 HS Teams)

Fall Coaching Positions: 54 (14 JH; 40 HS)

B. Winter Season

B Basketball - 7B, 7, 8B, 8, F, JV, V
G Basketball - 7/8B, 7, 8, F, JV, V
B Bowling - JV, V
G Bowling - JV, V
Cheer - 7, 8, F, JV, V
Dance - V
B Diving - 7/8, V
G Diving - 7/8, V
B Swimming - JV, V
G Swimming - JV, V
Wrestling - 7/8, F, JV, V

Winter Totals: 11 Programs (12 JH Teams; 23 HS Teams)

Winter Coaching Positions: 32 (11 JH; 21 HS)

C. Spring Season

Baseball - F, JV, V
Softball - JV, V
B Tennis - JV, V
B Track - 7/8, JV, V
G Track - 7/8, JV, V
B Volleyball - JV, V
B Lacrosse - JV, V
G Lacrosse - JV, V

Spring Totals: 8 Programs (2 JH Teams; 17 HS Teams)

Spring Coaching Positions: 28 (4 JH; 24 HS)

D. Summary

31 Programs (24 JH Teams; 69 HS Teams)

114 Coaching Positions (29 JH; 85 HS)

E. School-Sponsored "Club" Sports (must be completely self-sufficient through fees assessed to participants)

JH Golf (B/G), JH Tennis (B/G), Indoor Track (B/G), JH/HS Spring Water Polo (B/G), JH Softball

F. HS Marching Band

Marching Band (includes Color Guard)

G. HS School-Sponsored Activities

Academic Team
Art Club
Chess Club
Chinese Club
Debate Team
Drama Club
French Club
German Club
Intensity (Choir)
Jazz Band
Junior State of America
Key Club
Mock Trial
National Honor Society
Notable (A Cappella Choir)
Pep Band
Photography Club
Pinnettes (Wrestling Statisticians)
Reflector/Newspaper
Spanish Club
StrongHER
Student Council
Winter Drumline
Winter Guard/Drill

H. JH School-Sponsored Activities

Art Club
Builder's Club
Concert Choir
Girls on Track
Math Counts
National Junior Honor Society
Newspaper
Student Council
Winter Guard/Drill
Yearbook

****PROGRAMMING PROFILE NOTES:***

Activities may be added/removed throughout the year with administrative approval based on student interest, coach/advisor availability, or other appropriate determining factors. In general, school-sponsored activities are yearlong and/or have a paid advisor. All participants in "Athletic" activities (sections A-E), "Marching Band" (section F), Winter Guard, Winter Drumline and Girls on Track are required to have a pre-participation physical on file (see Article IV). All participants in "Athletic" activities (sections A-D), "Marching Band" (section F), and Winter Guard and Winter Drumline (section G) are subject to MEVSD participation fees (see Article VI).

III. Athletic Strategic Plan Summary (Athletics)

Milford Athletics Strategic Plan Summary 2018-19	
<u>Milford Exempted Village School District Vision Statement</u> <i>The vision of the Milford Exempted Village School District is to inspire and prepare our students to reach their fullest potential in a diverse and dynamic world.</i>	
<u>Athletic Department Value Statements</u> In addition to the MEVSD values, as a Milford Athletics community, we believe in and value... <ul style="list-style-type: none">➤ Athletes as students, first and foremost➤ Developing character in each person, making them the best they can be in mind, body, and spirit➤ Developing meaningful relationships in our athletic "family" and broader society➤ Developing sports specific skills to maximize the potential and success of players, teams, and programs➤ Healthy life styles, including freedom from substance abuse➤ Hard work, teamwork and sportsmanship which contribute to success and the achievement of goals➤ Mutual respect and tolerance	<u>Athletic Department Strategic Intentions</u> As a Milford Athletics community, we will... <ul style="list-style-type: none">➤ Emphasize high expectations for academic achievement and support athletes as students➤ Expand and sustain an open and proactive communications network that impacts all stakeholders➤ Continually maintain, upgrade and add athletic facilities to enhance the student and community experience➤ Increase participation and balance competitive intent for all levels and programs➤ Improve the funding of athletic programming through a variety of sources➤ Aggressively develop and preserve an increased sense of school spirit and support with all stakeholders
<u>Athletic Department Mission Statement</u> <i>The mission of the Milford Athletic Department is to be an integral part of the educational process by providing the means and resources for students to be involved in competitive sports. We develop the whole person, promote teamwork, and create positive social interactions and a positive community environment.</i>	

IV. Physical Exams and Emergency Medical Authorizations

(A.-B. Athletics, Marching Band, Winter Guard, Winter Drumline, and Girls on Track; B. All Activities)

- A. Pre-participation physical forms (also referred to as “physicals”) for athletic participants in any of the grades 7-12 shall be signed by a medical examiner, the participant and by a parent/guardian. These forms must be on file in the athletic office before any candidate for a team may participate in a practice. These forms shall require the medical examiner to certify the individual’s physical fitness no less than once each calendar year. (*OHSAA Bylaw Ref.: 3-4-1*) The official OHSAA “Pre-Participation Physical Evaluation Form” must be used for this purpose and all pages must be completed in full. It is recommended that students arrange for their physical exams in the summer or at least one month in advance of the season. This will prevent any problems participating in tryouts or practices on scheduled starting dates.
- B. All extracurricular coaches/directors/advisors are required to keep an approved MEVSD Emergency Medical Authorization form on hand for all participants under their supervision. These forms give permission for doctors and hospitals to perform necessary emergency procedures when parents/guardians cannot be reached for authorization. Participants are to return their “EMA” containing all requested information and valid signatures prior to any extracurricular participation.

V. Insurance (All Activities)

- A. The MEVSD does NOT insure its students (in full, in part or as a supplement) against accident or injury incurred while involved in and/or as a result of school activities (including all extracurricular activities). All participants must be covered by family/private insurance.

VI. Participation Fees (A.-G. Athletics, Marching Band, Winter Guard, Winter Drumline; G. All Activities)

- A. All Athletic, Marching Band, Winter Guard and Winter Drumline participants, grades 7-12, will be assessed a participation fee. These fees go directly towards the operational costs of those programs.
- B. Participation fees for this school year...
 - i. Grades 7-8 = \$100 (first season/fee); \$50 (second season/fee); \$0 (third season/fee)
 - ii. Grades 9-12 = \$175 (first season/fee); \$85 (second season/fee); \$0 (third season/fee)
- C. There is an annual family maximum for participation fees of \$500 (7-12). Each family is responsible for alerting the Director(s) of Athletics & Extracurricular Activities in writing when they reach this maximum (before the season begins). The family maximum applies when, according to official school records, siblings have the same last name or are all living at the same address with the custodial parent(s).
- D. “Participation” implies “member of the team/band” and begins immediately after team/band selection. “Participation” does NOT imply or guarantee contest/performance playing time which is ultimately determined by the coach/director(s). Participants are encouraged to communicate with the coach/director(s) about their role on the team/band.
- E. Participation fees are due by the first contest/performance. If fees are not paid, the participant may be denied participation until payment is made. Waivers of fees or fee payment plans may only be authorized by the Director(s) of Athletics & Extracurricular Activities. Families identified by Clermont County Job/Family Services as qualifying for fee exemptions must inform the Director(s) of Athletics & Extracurricular Activities of their status in writing.
- F. There are no refunds of participation fees for any reason after the first contest/performance. There are no prorated fees for limited participation.
- G. There may be additional expenses involved in extracurricular participation which are not covered by the MEVSD (ie. shoes, selected apparel/spirit-wear, special purchases, competition fees, required or special equipment, away meals/lodging, etc.). Approximate costs of participation in any particular activity may be requested of the coach/director(s)/advisor prior to the season/year. Fundraising may be organized with the Director(s) of Athletics & Extracurricular Activities permission to help defray these additional expenses.

VII. Lockers, Team/Band/Group Areas and Equipment (All Activities)

- A. Participants will receive locker assignments from their coaches/directors/advisors (if applicable). All participants must provide their own lock unless their coach/director(s)/advisor chooses to provide a lock. Make sure your locker is locked at all times.
- B. Lockers shall be cleaned out by participants and managers at the conclusion of each season. There is to be no carry-over of locker assignments from one season to the next. All locks must be turned in with other equipment (if applicable). Participants will be assessed a replacement fee for locks and equipment assigned to them which are not returned or damaged.

- C. Lockers will be assigned to in-season participants only. Other students who use the locker rooms for out-of-season programs are to use them on a day-by-day basis. Equipment must be removed from all lockers by the end of the first school day following the conclusion of a season.
- D. The neatness and cleanliness of locker rooms, weight rooms, hallways and other team/band/group facilities is the joint responsibility of participants, coaches, directors, advisors and appropriate school personnel. All spiked or cleated shoes must be put on and taken off outside of the school building.
- E. Improper behavior, horseplay, vandalism, roughhousing, harassment, hazing/bullying of others and improper care of equipment are examples of activities related to locker rooms and team/band/group areas for which disciplinary action would be appropriate, up to and including denial of participation. Incidents are to be reported to a staff member immediately.
- F. Participants are responsible for all school equipment issued to them and for all their own personal equipment. Make sure you check your protective equipment every day before a practice or game/performance. If your equipment is damaged or you are having any problems at all, notify your coach/director(s)/advisor immediately. Do NOT use damaged or faulty equipment.
- G. Equipment rooms, staff offices and training rooms are to be entered only after receiving permission from a coach/director(s)/advisor. Students are not to be in these areas at any time without supervision by appropriate school personnel.
- H. Team/Band/Group personnel only are permitted in locker room and meeting areas. All others (including family, friends and media) must wait outside these areas for participants and coaches/directors/advisors.
- I. Participants will not be released early from school for the purpose of dressing for practices or games/performances, unless specific approval is given by school administration.

VIII. Eligibility and Participation Guidelines (A.-M. Athletics; A.,C.,D.iii.,E.iii.,F.-K. All Activities)

- A. Academic eligibility requirements of the MEVSD and the OHSAA shall apply without exception.
- B. If a student participates in a contest and his/her eligibility has been established by falsified information, the student shall be ineligible in Ohio for a maximum of one year from the date the penalty is imposed. (*OHSAA Bylaw Ref.:4-1-2*)
- C. All students participating in a school sponsored extracurricular activity must be currently enrolled in and attending the school which sponsors the activity or permitted to participate by Ohio State Law in accordance with MEVSD policies.
- D. Academic Eligibility Policies for Grades 7-8...
 - i. Incoming 7th graders are eligible for the 1st quarterly grading period following their promotion from the 6th grade. (*OHSAA Bylaw Ref.: 4-4-5*)
 - ii. In order to be eligible for any quarterly grading period thereafter, a student must receive passing grades in a minimum of 5 subjects during the previous quarterly grading period. (*OHSAA Bylaw Ref.: 4-4-5*)
 - iii. Students must have earned a minimum 1.500 quarterly grade point average (GPA) during the previous quarterly grading period.
 - iv. If a student attains the age of 15 before August 1, the student shall be ineligible to participate in 7-8th grade interscholastic athletics for that school year. (*OHSAA Bylaw Ref.: 4-2-2*)
 - v. After a student completes 6th grade and before entering 9th grade, the student shall be eligible for no more than 4 consecutive semesters, whether the student participates or not. (*OHSAA Bylaw Ref.: 4-3-4*)
- E. Academic Eligibility Policies for Grades 9-12...
 - i. Incoming 9th graders must receive passing grades in a minimum of 5 subjects during the 4th quarterly grading period of 8th grade to be eligible for the 1st quarterly grading period of their 9th grade year. (*OHSAA Bylaw Ref.: 4-4-4*)
 - ii. In order to be eligible for any quarterly grading period thereafter, a student must receive passing grades in a minimum of 5 one-credit courses or the equivalent during the previous quarterly grading period. (*OHSAA Bylaw Ref.: 4-4-1*)
 - iii. Students must have earned a minimum 1.500 quarterly grade point average (GPA) during the previous quarterly grading period.
 - iv. Once a student attains the age of 20, the student shall be ineligible to participate in high school interscholastic athletics. (*OHSAA Bylaw Ref.: 4-2-1*)
 - v. After a student completes 8th grade or is otherwise eligible for high school athletics, the student shall be eligible for no more than 8 consecutive semesters, whether the student participates or not. (*OHSAA Bylaw Ref.: 4-3-3*)

- F. Summer school and other educational options may not be used to substitute for failure to meet academic standards during the last quarterly grading period of the school year. (*OHSAA Bylaw Ref.: 4-4-7*)
- G. Participants are discouraged from participating in demanding non-school programs simultaneously with school-sponsored extracurricular programs. Excessive time demands, conflicts of commitments, and undue academic pressures are reasons for this recommendation. Some sports have specific OHSAA regulations against participating in non-school athletics in the same sport at the same time as school athletics.
- H. Participants should be cautious about belonging to too many school-related activities where conflicts are bound to occur. Participants should notify the coaches/directors/advisors immediately when conflicts arise. It is up to the coach/director(s)(s)/advisor to determine an appropriate resolution of the conflict and any consequences the participant may incur.
- I. Although family and school are more important than extracurricular activities, when you choose to become a member of the team/band/group, you and your family choose to make some sacrifices to honor your commitment. Remember that the team/band/group must come before any personal desires and certain individual sacrifices may be necessary. This includes not missing tryouts, practices or games/performances for family vacations/activities or school projects that could/should have been completed at another time. Attendance at all team/band/group functions is critical in certain aspects of individual/team development. Attendance and punctuality are essential for a member to receive maximum benefit from her/his participation in extracurricular activities. It is the family's responsibility to look at the schedule in advance of the season/year and adjust accordingly. Parents should set a good example of commitment and plan family or other activities around team/band/group obligations. There will be consequences for missing games, practices or other official activity functions. These consequences will be determined by the coach/director(s)(s)/advisor and may include denial of participation, loss of playing time, extra work assignments, or other such measures. There may be emergency circumstances that merit pardon from consequences but not avoidable or foreseeable conflicts. Any such circumstances are to be given, in writing, to the coach/director(s)(s)/advisor in advance of the time period in question (when possible). Every attempt will be made to honor religious holidays – let your coach/director(s)(s)/advisor know in advance of any potential issues in this area.
- J. A participant must be in school at least 4 full periods during the regular school day to be eligible to practice, attend or participate in contests/events that day (this may be waived by the Director(s)(s) of Athletics & Extracurricular Activities for certain circumstances and excused absences).
- K. Students must be eligible and in good standing to participate in any official team/band/group functions, contests/performances and/or events (including team/band/group pictures, "senior night", "awards night" etc.). Ineligible students must be removed from the official team/band/group roster in accordance with all applicable MEVSD and OHSAA policies. Upon coach/director(s) approval in athletics and marching band, they may practice with the team/band during the season.
- L. For sports that use a selection process to determine team rosters ("tryouts" and "cuts"), the coaches of those sports shall make all final decisions regarding placement or non-placement of athletes on squads. After the tryout period has concluded and teams have been established, there shall be no "late-tryouts" unless authorized by the Director(s) of Athletics & Extracurricular Activities and due to verifiable extenuating circumstances (medical, accident/injury, family emergency). The family must provide written documentation of such circumstances for review. Other important factors when assessing the possibility of permitting a "late-tryout" include timely contact by the family about the situation and the athlete's history in the sport.
- M. A participant who quits a team after filling a roster position following tryouts or after the team's first contest if no cuts are made is ineligible to practice or participate in any other sport or out-of-season program until the sport in which he/she began has concluded its season. They also forfeit all athletic awards associated with the sport they quit. Exceptions may be granted in extraordinary circumstances (such as serious injury) and only upon agreement of the head coach and the Director(s) of Athletics & Extracurricular Activities.

IX. Participant Standards of Conduct and Responsibilities (All Activities)

- A. Ohio Revised Code Policy 3313.664 prohibiting participation in extracurricular activities states in part: The board of education of an exempted village school district may adopt a policy authorizing the district superintendent, other district administrative personnel, or personnel employed by the district to direct, supervise, or coach a pupil activity program as provided in the policy to prohibit a student from participating in any particular or all extracurricular activities of the district or a school of the district for a period of time as provided in the policy.

- B.** A participant in the Milford Athletics and Extracurricular Activities Program is a highly regarded representative of the school. A member's personal conduct reflects upon other Milford activities, coaches, directors, advisors and the district in general. Conduct by a Milford participant which might prove embarrassing or disgraceful shall be deemed a serious breach of discipline and may be grounds for denial of participation. Expectations for participant's conduct are not limited to the time period between the first official practice/tryout date and the last team contest ("in-season"). This is a year-round good behavior commitment whether on or off school property (including cell phone usage and internet "cyber-conduct"). Any participant whose conduct is judged as bringing dishonor to themselves, the team/band/group or the school in general will be subject to disciplinary action, up to and including permanent denial of participation from the extracurricular program.
- C.** A participant is subject to all district rules and policies as outlined in this handbook, the building student code of conduct and all other sources of school policy. Participants are also subject to learn rules and guidelines as outlined by the coach/director(s)/advisor of each activity. The minimum standards set by the school do not necessarily meet the standards of conduct, dress and appearance expected of participants, athletes and members of specific activities. Students that have been convicted of or plead 'no contest' to a felony may not participate in the extracurricular program.
- D.** Each coach/director(s)/advisor will provide information to participants setting forth any additional standards of training, behavior and appearance which are in effect for that team/band/group. These requirements are not necessarily the same from team/band/group to team/band/group or from coach/director(s)/advisor to coach/director(s)/advisor. This information will be furnished, in writing, at the beginning of the season/year. Parent and student acknowledgment of these standards may also be required.
- E.** School disciplinary suspensions or teacher referrals involving a participant in the extracurricular program will be investigated by the coach/director(s)/advisor to determine what further action, if any, is called for. In most cases, participants who violate curricular standards of conduct will also receive extracurricular consequences. Students are responsible for informing their coach/director(s)/advisor of any such infractions immediately. Students may not participate in the extracurricular program while under official school suspension (including "Alternate School" and "In-School Suspension").
- F.** School district policies concerning general student behavior apply at all times to participants in the extracurricular program, and violations which occur during participation in extracurricular activities shall be considered grounds for both extracurricular and school disciplinary action.
- G.** Contest/performance/event playing time is determined by the coach/director(s)/advisor of each team/band/group and may be used as disciplinary action. If the participant is disruptive, emergency removal may be utilized.
- H.** When there is indication that team/band/group or extracurricular program rules or policies have been violated, and denial of participation is possible, the procedures outlined in the school district's policy covering due process for extracurricular activities shall be followed. This policy shall be posted in the Athletics & Extracurricular Activities office and made available to participants upon request.
- I.** Repeated offenses calling for disciplinary action shall be considered grounds for denial of participation from the extracurricular program. Consequences may increase with subsequent violations up to and including permanent removal from the extracurricular program.
- J.** Participants are to respect the property of the school and of others. Theft or willful destruction of property or equipment will call for severe disciplinary action, which may include denial of participation from the extracurricular program and reimbursement of any monetary damages.
- K.** Profanity, outbursts of temper, fighting, insubordination or other such unbecoming or disrespectful behavior will not be tolerated, and will call for disciplinary action, which may include denial of participation from the extracurricular program.
- L.** All types of hazing, harassment, intimidation and bullying are strictly prohibited and have no place in the extracurricular program. In accordance with board policy JFCF, which can be found at <http://share.milfordschools.org/policies> in its entirety, no students, including leaders of student organizations, are permitted to plan, encourage or engage in any hazing and/or bullying. Students, parents or guardians and school personnel may make formal or informal complaints of conduct that they consider to be harassment, intimidation and/or bullying to a teacher, school administrator or other school personnel. Such complaints must be reasonably specific as to the actions giving rise to the suspicion of hazing, harassment, intimidation and/or bullying, including person(s) involved, number of times and places of the alleged conduct, the target of the prohibited behavior(s) and the names of any potential student or staff witness. Confirmation of such behavior will call for disciplinary action in compliance with board policy, including the possibility of permanent denial of participation from the extracurricular program.

M. Other responsibilities for participants include (but are not limited to) keeping priorities in line, staying healthy and well-groomed (positive image), treating everyone with respect, being on time to all team/band/group functions and always doing their best in school as well as in extracurricular activities.

N. A student who uses anabolic steroids or other performance-enhancing drugs is ineligible for interscholastic competition until such time as medical evidence can be presented that the student's system is free of such substances. (*OHSAA General Sports Regulations Ref.: Illegal Drugs, 3*)

O. **SUBSTANCE ABUSE POLICY: USE, SALE OR POSSESSION OF ALCOHOL, TOBACCO/NICOTINE PRODUCTS OR ILLEGAL DRUGS IS STRICTLY PROHIBITED.** The use, sale or possession of these substances, including inhalants, paraphernalia, "look-alikes," hookahs, e-cigarettes, vapor pens and mishandling or abuse of an otherwise legal drug, is contrary to standards of training expected of all participants in the extracurricular program. At the beginning of each season/activity, all participants shall sign a behavior pledge acknowledging their understanding of the regulations. This pledge shall stay in effect for the remainder of their enrollment in the MEVSD. Statements of endorsement and support for this standard shall be solicited from parents/guardians and coaches/directors/advisors as well. Substance abuse violations must be substantiated by a member of the MEVSD staff, a law enforcement officer, a parent/guardian or the participant. This year-round policy shall be in effect in all places and at all times in- and out-of-season ("24/7/365"). For athletics, "in-season" shall be defined as the time period between the first day of official coaching and instruction (per OHSAA guidelines dictating the first official practice date) through the final team or individual contest.

i. **FIRST OFFENSE: USE AND/OR POSSESSION VIOLATIONS.**

a. If the violation occurs during the season ("in-season") or activity membership period, the student involved shall be denied participation from the extracurricular program with reinstatement contingent upon the procedures listed in paragraph P. The minimum penalty upon reinstatement shall be denial of participation from all contests/performances for the remainder of the season and membership in the activity(s) for the remainder of the yearly defined participation term/period. Administration, in conjunction with the reinstatement committee, may consider amending this minimum penalty using the procedures outlined in paragraph Q.

b. If the violation occurs at a time other than during the season ("out-of-season") or activity membership period, the student involved shall be denied participation from the extracurricular program with reinstatement contingent upon the procedures listed in paragraph P. The minimum penalty upon reinstatement shall be denial of participation in 20% of the regular season contests/performances in the next sport/marching band they successfully participate in and complete as well as 20% of the membership in the activity(s) for the yearly defined participation term/period as allowed by the activity bylaws.

ii. **SECOND AND SUBSEQUENT OFFENSES: USE AND/OR POSSESSION VIOLATIONS.** For additional violations occurring at any time, the student involved shall be denied participation from the extracurricular program with reinstatement contingent upon procedures listed in paragraph P. The minimum penalty upon reinstatement shall be denial of participation from all extracurricular activities for one calendar year from the date of the infraction.

iii. **FIRST OFFENSE: SALE VIOLATIONS.** For violations occurring at any time, the student involved shall be denied participation from the extracurricular program with reinstatement contingent upon procedures listed in paragraph P. The minimum penalty upon reinstatement shall be denial of participation from all extracurricular activities for one calendar year from the date of the infraction.

iv. **SECOND OFFENSE: SALE VIOLATIONS.** For an additional violation occurring at any time, the student involved shall be denied participation from the extracurricular program permanently.

P. **REINSTATEMENT FOLLOWING SUBSTANCE ABUSE VIOLATIONS.** Upon denial of participation from the extracurricular program for violations outlined in paragraph O, extracurricular activities may only be resumed according to the following guidelines/procedures...

i. A request for reinstatement shall be made to the Director(s) of Athletics & Extracurricular Activities, in writing, from the participant and his/her parents/guardians. It shall outline specific remedies and plans of action being taken to prevent reoccurrence of the violation(s).

ii. A written assessment shall be obtained by the participant's family from a trained certified chemical dependency counselor, or a licensed physician trained in the treatment of chemical dependency, regarding the violation(s) and indicating whether it is appropriate for the student to return to the extracurricular program in their professional opinion. A copy of this assessment, including any recommendations for rehabilitation and return to extracurricular participation, shall accompany the request for reinstatement from part i.

iii. A review of the incident shall occur by a reinstatement committee comprised of the head coach/director(s)/advisor of the activity, the Director(s) of Athletics & Extracurricular Activities and the Principal (other personnel may be included if applicable). The reinstatement committee shall consider the circumstances of the violation(s), the items submitted from parts i/ii and the overall appropriateness of the student's return to the extracurricular program. The review process must include a meeting with the participant and his/her parents/guardians. Following the review, a decision shall be made relative to the participant's reinstatement. Reinstatement is not automatic. The reinstatement

committee shall have latitude in its decision from immediate return to continued denial of participation, with or without conditions of probationary status, and following any minimum requirements in paragraph O. Examples of additional requirements to contest/performance suspensions may include community service, mandatory ongoing drug tests, addressing peers in program, supplementary program duties, adjusted awards, etc.

- iv. The participant must also produce a clean drug test through MEVSD drug screening procedures before returning to a team or activity.
- v. At any point if there is evidence that the participant is not following through in a timely fashion with the reinstatement requirements or treatments outlined in the initial assessment, administration may modify the denial of participation and/or apply further consequences.
- vi. The decision of the reinstatement committee shall be final. This process is subject only to procedural review by the Superintendent on adherence by the reinstatement committee to the policy.

Q. ADMINISTRATIVE OPTION FOR SUBSTANCE ABUSE VIOLATIONS: IN-SEASON, FIRST-OFFENSE USE AND/OR POSSESSION. A participant who has committed an in-season, first-offense substance abuse violation may have the minimum consequence reduced (but no lower than the out-of-season minimum in paragraph O, part i, subsection b) according to the following guidelines...

- i. Reinstatement procedures from paragraph P are followed as written.
- ii. The participant must also undergo at least 3 hours of additional substance abuse counseling sessions/classes, and/or other auxiliary requirements, but may return to participate in the extracurricular program during that time, abiding to the set consequences as directed by administration in conjunction with the reinstatement committee.

R. SELF-REFERRAL FOR SUBSTANCE ABUSE VIOLATIONS: USE/POSSESSION ONLY.

- i. A participant who has committed a substance abuse violation and/or feels that he/she has a substance abuse problem may personally report this circumstance to their coach, director(s), advisor, the Director(s) of Athletics & Extracurricular Activities or any other member of the school administration. A written assessment shall be obtained by the participant's family from a trained certified chemical dependency counselor, or a licensed physician trained in the treatment of chemical dependency, regarding the violation(s) and indicating whether it is appropriate for the student to continue participating in the extracurricular program in their professional opinion. The participant must then undergo at least 3 hours of additional substance abuse counseling sessions or classes but may continue to participate in the extracurricular program during that time if deemed appropriate. At any point if there is evidence that the participant is not following through in a timely fashion with the counseling sessions, classes or any other type of treatment outlined and required in the initial assessment, a denial of participation is possible per section O. Parents/guardians may make referrals on their own child which will be treated as a "self-referral." All self-referral information will remain confidential.
- ii. A self-referral cannot be made in an attempt to circumvent an active substance abuse investigation.
- iii. A self-referral cannot be made when there is any evidence of police intervention surrounding a substance abuse violation.
- iv. One self-referral is permitted during a student's enrollment in the MEVSD.
- v. A self-referral counts as the first substance abuse policy violation outlined in section O, part i. Additional violations will be treated as second and subsequent offenses (see section O, part ii).

S. OHSAA Fair Play Code for Participants...

- i. I will participate because I want to, not just because my parents or coaches/directors/advisors want me to.
- ii. I will play by the rules and in the spirit of the game.
- iii. I will control my temper, as fighting and disrespect can spoil the activity for everyone.
- iv. I will respect my opponents.
- v. I will do my best to try to be a true team player.
- vi. I will remember that winning isn't everything. Having fun, improving my skills, making friends and doing my best are also important.
- vii. I will acknowledge all good plays or performances by both my teammates and my opponents.
- viii. I will remember that coaches/directors/advisors, and officials are there to help me. I will accept their decisions, show them respect and understand they have given their time to be with me.

X. Parent/Spectator Standards of Conduct and Responsibilities (All Activities)

A. OHSAA Guidelines for 'Communicating with Your Children'...

- i. Make sure your children know that win or lose, scared or heroic, you love them, appreciate their efforts and are not disappointed in them. This will allow them to do their best without fear of failure. Be the person in their life they can look to for constant positive reinforcement.
- ii. Try your best to be completely honest about your child's ability, competitive attitude, sportsmanship and actual skill level.

- iii. Be helpful but don't coach them. It's tough not to, but it is a lot tougher for the child to be flooded with advice and critical instruction.
- iv. Teach them to enjoy the thrill of competition, to be "out there trying," to be working to improve their skills and attitudes. Help them develop the feeling for competing, for trying hard, and having fun.
- v. Try not to relive your life through your child in a way that creates pressure. Don't pressure your child because of your pride. Children need their parents, so do not withdraw. Remember, there is a thinking, feeling, sensitive, free spirit out there in that uniform who needs a lot of understanding, especially when their world turns bad. If they are comfortable with you, win or lose, then they are on their way to maximum achievement and enjoyment.
- vi. Don't compete with the coach/director(s)/advisor. If your child is receiving mixed messages from two different authority figures, he or she will likely become disenchanted. Criticism of the coach/director(s)/advisor to your child puts the participant in a terrible "no win" situation.
- vii. Don't compare the skill, courage or attitude of your child with other members of the team.
- viii. Get to know the coach(es)/director(s)(s)/advisor(s). Then you can be assured that his or her philosophy, attitudes, ethics and knowledge are such that you are happy to have your child under his or her leadership.
- ix. Always remember that children tend to exaggerate both when praised and when criticized. Temper your reaction and investigate before overreacting. Many times participants will define all criticism as being "yelled at."
- x. Make a point of understanding courage and the fact that it is relative. Everyone is frightened in certain areas. Explain that courage is not the absence of fear, but a means of doing something in spite of fear and discomfort.

B. OHSAA Guidelines for 'Communicating with The Coach/Director(s)/Advisor'...

- i. Communication You Should Expect From Your Child's Coach/Director(s)/Advisor...
 - a. Philosophy of the coach/director(s)/advisor.
 - b. Expectations the coach/director(s)/advisor has for your child as well as all members in general.
 - c. Locations and times of all practices and contests.
 - d. Team/Band/Group requirements (fees, special equipment, off-season conditioning, etc.).
 - e. Procedures should your child be injured.
 - f. Discipline that result in the denial of your child's participation (eligibility, substance abuse, etc.).
- ii. Communication Coaches/Directors/Advisors Expect From Parents...
 - a. Concerns expressed directly to the coach/director(s)/advisor in a respectful and timely manner.
 - b. Notification of any schedule conflicts well in advance.
 - c. Specific concerns in regard to a coach/director(s)/advisors philosophy and/or expectations.
- iii. Appropriate Concerns to Discuss With Coaches/Directors/Advisors...
 - a. The treatment of your child, mentally and physically.
 - b. Ways to help your child improve.
 - c. Concern about your child's behavior.
- iv. Issues Not Appropriate To Discuss With Coaches/Directors/Advisors...
 - a. Team/Band/Group strategy.
 - b. Play calling.
 - c. Other student-participants.
- v. Appropriate Procedure for Discussing Concerns with Coaches/Directors/Advisors...
 - a. The very first step in discussing a coaching/directing/advising concern is to meet with the coach/director(s)/advisor.
 - b. Call to set up an appointment with the coach/director(s)/advisor (contact the Director(s) of Athletics & Extracurricular Activities to set up the meeting if unable to reach the coach/director(s)/advisor).
 - c. Do not confront a coach/director(s)/advisor before or after a contest, performance or practice. These are emotional times for all parties involved and do not promote resolution.
- vi. What If The Meeting With The Coach/Director(s)/Advisor Did Not Provide A Satisfactory Resolution...
 - a. Call to set up an appointment with the Director(s) of Athletics & Extracurricular Activities.
 - b. Determine the appropriate next step at this meeting.

C. OHSAA Fair Play Code for Fans...

- i. I will remember that young people participate for THEIR enjoyment, not to entertain me.
- ii. I will not have unrealistic expectations and will understand that doing one's best is as important as winning. I understand that ridiculing a participant for making a mistake is not acceptable behavior.
- iii. I will respect the official's decisions and will encourage all participants to do the same.
- iv. I will respect and show appreciation for the coaches/directors/advisors and understand that they have given their time to provide extracurricular activities for our young people.
- v. I will encourage participants, coaches, directors and advisors to play by the rules and to resolve conflicts without resorting to hostility or violence.
- vi. I will show respect for opponents because I realize there would be no contest without them.
- vii. I will not use bad language and will not harass participants, coaches, directors, advisors, officials or other spectators.
- viii. I will always show good sportsmanship since young people learn best by example.

- D. A spectator/fan is a representative of the school. A spectator/fan's personal conduct reflects upon fellow spectators/fans, participants, coaches, directors, advisors and the school in general. Violations of the OHSAA Code for Fans outlined in section C or any conduct which might prove embarrassing or disrespectful to the extracurricular program shall be considered serious and may be grounds for removal from the MEVSD property. Permanent denial of attending MEVSD activities could result from such behavior.

XI. Transportation (All Activities)

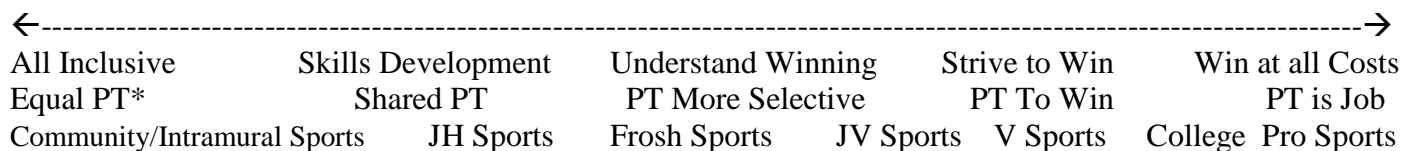
- A. The MEVSD may provide limited transportation to extracurricular activities/events, including contests and practices. It is the responsibility of the parents/guardians of each participant to determine the best manner in which to transport their son/daughter to/from the site of an extracurricular activity/event. Parents/Guardians are responsible for organizing transportation for their child(ren), including the financial cost of bus transportation when necessary. This includes activities/events when bus transportation is provided one way to a site and return bus transportation is not available.
- B. All trips over 100 miles (one way) or overnight require superintendent approval.
- C. Participants must behave properly while traveling to/from an event site. Inappropriate actions may result in denial of the privilege to travel with the group/team/band and participate in away events. Guidelines include...
 - i. Dressing in an appropriate and neat manner to/from the away event.
 - ii. Recognizing that one must arrive in ample time. Transportation will not wait for late-comers.
 - iii. Respecting the vehicle and other property involved in the transportation.
 - iv. Respecting the driver and the supervisors of the trip, including following all MEVSD transportation rules.
 - v. Conducting oneself in a high manner befitting a student representing Milford.

XII. Awards (A.-H. Athletics; A.-C. Marching Band; A.-B. All Activities)

- A. Participants in the extracurricular program shall receive appropriate recognition after each season/year. All awards, if applicable, should be based on achievement as well as team/band/group membership policies and school requirements. Participants who do not complete the season/year in good standing may forfeit their awards depending on the overall circumstances as determined by the coach/director(s)/advisor and the Director(s) of Athletics & Extracurricular Activities.
- B. All participants who completed the season in good standing and who have exhibited good behavior since the completion of the season are encouraged to attend official awards ceremonies as designated by the coach/director(s)/advisor in conjunction with the Director(s) of Athletics & Extracurricular Activities. Participants should dress appropriately and treat the ceremony as a special and professional occasion. Participants deemed to be disrespectful in any way will be removed immediately and subject to further disciplinary action.
- C. The key award in the athletic/marching band award system shall be the white varsity letter "M". Varsity award requirements are determined by the coach/director(s) and may be requested prior to each season.
- D. In addition to a certificate of participation, Varsity level awards shall be granted as follows...
 - i. The athlete shall receive, one time, a 7-inch white varsity letter "M" upon earning his/her first such award. The letter shall be complemented, one time, by a metal insert signifying the sport in which he/she has excelled.
 - ii. Subsequent first-year varsity awards in other sports shall be recognized, one time, by a metal insert signifying each sport.
 - iii. Team awards such as MVP, MIP, etc. are limited to a maximum of one recipient for each at the varsity level only.
- E. In addition to a certificate of participation, Reserve (Junior Varsity) level awards shall be granted as follows...
 - i. The athlete shall receive, one time, a 6-inch red or white letter "M" upon earning his/her first reserve award in any sport.
- F. Freshman level awards shall consist of a certificate of participation only.
- G. 7th Grade level awards shall consist of a certificate of participation only. In addition to a certificate, 8th Grade participants shall receive, one time, a 4-inch red letter "M" upon earning their first award in any sport.
- H. Two deserving recipients from each high school level team (F/JV/V) will be chosen by the coach to each receive one of the following athletic department awards (acknowledged by a certificate or plaque)...
 - i. *Sportsmanship Award* for integrity, honor and showing concern for others.
 - ii. *Eagle Award* for hard work, dedication and discipline.

XIII. Miscellaneous & Non-Recognized OHSAA Competitions/Sports (All Activities)

- A. All district extracurricular activities not recognized by the OHSAA shall adhere to appropriate OHSAA bylaws and applicable sports regulations.
- B. Some of our teams/programs train on the roads and in the neighborhoods surrounding the Milford HS/JH campus. In particular, those athletes choosing to participate in cross country or track will be using the roads on a frequent basis. Athletes of these sports shall receive proper safety instructions (“Rules of the Road”) at the beginning of the season outlining suitable road-running etiquette and responsibilities. Runners who do not follow the “Rules of the Road” are subject to disciplinary action, up to and including denial of participation. If a parent is uncomfortable with their son/daughter participating in road training, and they do not wish to consent to this practice, they should inform the head coach immediately and in writing.
- C. As recommended by OHSAA, pyramids and mounts by cheerleaders/dancers are prohibited. Individuals may not stand on another’s shoulders or support another individual in any type of mount. Use of mini-trampolines is also prohibited. (*OHSAA General Sports Regulations Ref.: General, 12*)
- D. We want all of our teams to be successful, but in general, our focus on winning increases as the team level increases and the skills development aspect at the earlier stages needs to remain a top priority. Our general competition philosophy is illustrated below using a spectrum of ‘Participation and Competitive Intent Levels.’



*PT=*playing time*. Playing time is always the coach/director(s)/advisor’s decision based on: ability, aptitude, attendance, attitude and effort.

XIV. NCAA Academic Eligibility Requirements (Athletics)

- A. For the latest NCAA eligibility guidelines, please go online to www.ncaa.org or contact the MHS Guidance Office. We also encourage you to visit www.ncaa.org to find additional information pertaining to college sports participation.