

Special Meeting of the Board of Trustees

7:00 p.m.

October 6, 2015

**Cascade Public Schools
321 Central Avenue West
Cascade, Montana 59421-0529**

Agenda

Call to Order

7:00

Public Comments on Non-Agenda Items

Public Comment on Agenda Items is encouraged when the item is being considered on the agenda.

Informational

- A. Historical Summary of District Student Athlete Athletic Policy, Mrs. June Sprout
- B. SY2015-16 Student Athlete Athletic Policy, Mr. Jeff Grimes and Mr. Justin Barnes

New Business (A)

- A. Student Athlete Athletic Policy
 - 1. Review previous policy
 - 2. Review SY2015-16 policy

Adjournment (A)

7:30

New Business

A. Student Athlete Athletic Policy

Category: Extra-curricular

Presented by: Rick Cummings

Attachments: A,B,C,D, as follows

Facts to Consider: See attachments

Superintendent Recommendation: Approve recommendation to follow the athletic policy as it is stated.

Attachment A: June Sprout historical summary

October 2, 2015

To: Cascade Board of Trustees

From: June A. Sprout

Retired Cascade Superintendent, 2005-2011

Re: Violation of Rules, Athletic Handbook

I was asked by Board Chair Rick Cummings to provide information as to how the previous set of rules regarding violations for controlled substances by students participating in Cascade extra-curricular activities came to be. In compiling this summary, I have consulted with former athletic director Ty Cotton, former principal Dave Marzolf (who is now the superintendent at Sun River Valley School District), and former superintendent Ken Kelly (retired).

In thinking about the timeline I experienced, I was certain that the work we did as a coaching staff on the Violation of Rules was done during superintendent Kirk Miller's tenure at Cascade Schools, somewhere between July of 1993 and June 1996. To be sure, I first spoke with Ty Cotton, and through our conversation, he confirmed my memories, both the process and the resulting Violation of Rules. But he, as I, was not truly certain of the exact year of our work. I then spoke with Dave Marzolf and he was able to confirm that the Violation of Rules was in place in the athletic handbook when he came on board as high school principal in 1998. I asked Mr. Ken Kelly, superintendent from July 1999 to June 2005, if any changes were made to the Violation of Rules in the athletic handbook during his time. He replied that no change was needed; changes were made to the eligibility requirements but not to the Violation of Rules. Lastly, in a search of the District's archived documents, the Board agenda dated August 1994 shows "approve the 94-95 Coaches Handbook (enclosed separately)", and the minutes verify that it was acted upon and approved. Unfortunately, the handbook itself was not found with the Board packet. I can only believe, based on my experience in working on that handbook that the Violation of Rules were contained in that approved handbook in 1994 and have not been changed since then. A Sports Participation Form containing the Violation of Rules had been distributed to students and parents through the years since 1994 including during my years as superintendent (2005-2011).

The Violation of Rules was the result of the collaborative work of the entire coaching staff and athletic director Ty Cotton. We had been charged by Kirk Miller to rework the District's athletic and activity policy of rules, regulations, and consequences for misconduct regarding alcohol and drug use. He challenged us to work together to come to a common philosophy and set of beliefs and then develop rules and consequences that reflected our philosophy. Every coach in the system in 1994 was expected, and did, participate and contribute.

We attended many, many working meetings doing just that – discussing, debating, arguing, researching the athletic discipline policies within our conference and beyond. I was a part of that process as the head coach for both girls' cross country and track and field. The resulting policy was well researched, thoroughly argued and debated, and the most difficult of all, a compromise between the hardliners and those with a softer disciplinary

lean. We then developed a list of leveled or tiered consequences based on our commonly held beliefs that 1.) student athletes need restrictions and rules, but need a chance for redemption and to learn from their mistakes. We were in the business of educating and if a student cannot be at our practices or with our teams, they cannot learn. 2.) We believed that no student should be isolated and separated during a time of personal conflict or challenges. They should be provided the opportunity to address negative behavior through counseling either through the district and/or outside professional services. 3.) We believed that in our small town of Cascade that the school was the center of most activity. What else was there to do; where else was there to be but at the school participating in positive, healthy activities? If a student could not keep his or her ties with school based activities, chances were that negative, hurtful behaviors would fill the gap. 4.) We believed that the football field, the wrestling mat, the basketball and volleyball courts are also classrooms, and if students are separated from the caring adults who teach and coach in and on those classrooms, there is no chance to learn, to improve attitudes, and most importantly, to keep them involved in a caring, positive, and controlled environment.

The result of our work, as presented to the Cascade School Board in 1994, was the Violation of Rules. It is included with this summary.

Respectfully submitted,

A handwritten signature in cursive script that reads "June A. Sprout". The signature is written in black ink and is positioned below the text "Respectfully submitted,".

June A. Sprout

(cont. from June Sprout's letter to the board)

VIOLATION OF RULES

FIRST VIOLATION – After confirmation of the first offense the student will be suspended from all extra-curricular activities for a period of 14 calendar days and *forfeit all team awards for that activity. This shall include the right to be considered for Athlete of the Year.* During the 14-day period the student will:

1. Meet with the parents, coach/sponsor and school administrator
2. Continue his/her involvement in the activity (practice, meetings).
3. Receive counseling through the district counseling services (minimum of two hours arranged by the student).
4. Complete a 3-hour service program at the school.

SECOND VIOLATION

1. A meeting with the student, parent, coach/sponsor and school administrator.
2. Suspension from activities for the current sports season.
3. Student must obtain a professional drug/alcohol/tobacco evaluation and follow the evaluation recommendations. Upon completion of the evaluation, the student is then eligible to participate in the next sports season. Students with violations must complete the professional evaluation at the student's or parent's expense.

THIRD VIOLATION

1. Meeting with the student, parents, coach/sponsor, school administrator and school chemical counselor. The purpose of the meeting will be to offer help to the student.
2. Student will be prohibited from participation in school activities for one calendar year.
3. Referral for professional help will be at the expense of the student or parent.

**SPORTS
PARTICIPATION
FORMS**

Cascade School District #3 & B
Cascade High School
Grade 6-12
ACKNOWLEDGEMENT OF RISKS

Participation in competitive athletics may result in severe injury, including paralysis or death. Changes in rules, improved conditioning programs, better medical coverage, and improvements in equipment have reduced these risks, BUT IT IS IMPOSSIBLE TO TOTALLY ELIMINATE SUCH OCCURRENCES FROM ATHLETICS.

Players can reduce the chance of injury by obeying all safety rules in their sport, reporting all physical problems to their coaches, following a proper conditioning program and inspecting their own equipment daily. DAMAGED EQUIPMENT MUST BE REPLACED IMMEDIATELY.

EVEN IF ALL THESE REQUIREMENTS ARE MET, AND EVEN IF THE ATHLETE IS USING EXCELLENT PROTECTIVE EQUIPMENT, A SERIOUS ACCIDENT MAY STILL OCCUR.

STUDENTS

Extra and Co-Curricular Chemical Use Policy

Students participating in extra and co-curricular activities, whether sponsored by the MHSA or not, shall not use, have in possession, sell, or distribute alcohol, tobacco, or illegal drugs, or abuse prescription or non-prescription drugs during their extracurricular seasons. These rules are in effect twenty-four (24) hours a day. If a student receives an IP, or is seen using tobacco, alcohol, or illicit drugs, the student will forfeit the privilege of participating in accordance with the activities and student handbooks.

Policy Coverage

This policy applies to middle and high school students who are involved in the extra and co-curricular activities program.

Policy Duration

This policy is in effect each school year from the date of the first practice for fall activities, until the last day of school or activities, whichever is later. Violations are cumulative, through the student's period of attendance in grades 7-8 and in grades 9-12. The Administration shall publish the participation rules annually in the activities and student handbooks.

Student and Parent/Legal Guardian Due Process

If a determination is made that a student has violated this policy, the student and parent or guardian shall be notified of the violation by telephone where possible, and also by mail. Also at this time, the student and parent or guardian shall be notified of the type of discipline that will be administered.

APPEAL PROCESS: Any parent or legal guardian and student who is aggrieved by the imposition of discipline shall have the right to an informal conference with the principal, for the purpose of resolving the grievance. At such a conference, the student and the parent shall be subject to questioning by the principal, and shall be entitled to question staff involved in the matter being grieved.

Legal Reference: 20-5-201, MCA Duties and Sanctions

Policy History:

Adopted on: May 15, 2001

Revised on:

VIOLATION OF RULES

FIRST VIOLATION-After confirmation of the first offense the student will be suspended from all extra-curricular activities for a period of 14 calendar days and *forfeit all team awards for that activity. This shall include the right to be considered for athlete of the year.* During the 14-day period the student will:

FIRST VIOLATION

1. Meet with the parents, coach/sponsor and school administrator.
2. Continue his/her involvement in the activity.
3. Receive counseling through the district counseling services (minimum of two hours arranged by the student).
4. Complete a three-hour service program at the school.

SECOND VIOLATION

1. A meeting with the student, parent, coach/sponsor and school administrator.
2. Suspension from activities for the current sports season.
3. Student must obtain a professional drug/alcohol/tobacco evaluation and follow the evaluation recommendations. Upon completion of the evaluation, the student is the eligible to participate in the next sports season. Students with violations must complete the professional evaluation at the student's or parent's expense.

THIRD VIOLATION

1. Meeting with the student, parents, coach/sponsor, school administrator and school chemical counselor. The purpose of the meeting will be to offer help to the student.
2. Student will be prohibited from participation in school activities (as defined in this policy) for on calendar year.
3. Referral for professional help will be at the expense of the student or parent.

STUDENT AND PARENT DUE PROCESS

If determination is made that a student has violated this policy, the student, parents, and/or guardians shall be notified of the violation by telephone where possible and also by mail. Also at this time, the student, parents and/or guardians shall be notified of the type of discipline that will be administered.

DUE PROCESS: During the process the student remains suspended from participation in activities as defined in this policy.

DEFINITION:

Terms used in this policy shall be given their ordinary and reasonable meaning except as defined below.

School Year: Means the period of time from the first day of regularly scheduled practices (usually in August or September) to the last day of regularly scheduled practices or contests (usually in the following May or June).

Sports Season: Means the time period for those activities which the MHSAA establishes a starting and ending date, including MHSAA sanctioned pre-season activities and post-season competitions. For those activities that are not defined by a MHSAA starting and ending date, the time period for starting and ending dates will be the established including pre-season practices and post-season competition.

CURFEW RULES

Curfew rules are as follows for all extra –curricular and co-curricular activities and are in effect for each particular season.

Sunday through Friday- 10:00P.M.

Saturday Night- 12:00A.M.

Each Head Coach or Advisor will deal with violation of curfew.

ATHLETES' NAME _____

GRADE _____

LIST ALL SPORTS PARTICIPATING IN: _____

I have read and understand the above regulations. I have furnished a copy to my parents or guardian, and have secured my parent or guardian's signature hereon which acknowledges reading of this copy.

By signing this one page I understand that I am agreeing to abide by all three areas covered in the Sports Participation Form:

- ACKNOWLEDGEMENT OF RISK
- CHEMICAL USE POLICY
- CURFEW RULES

I/WE hereby certify the I/WE Recognize, Understand, and Assume the risks of Injury or Death which are inherent to athletic participation.

IF ONLY ONE PARENT/GUARDIAN IS LIVING OR HAS SOLE LEGAL CUSTODY, THEN ONLY ONE PERSON NEED SIGN. THE SIGNING PARENT/GUARDIAN , HOWEVER, IS OBLIGATED TO NOTIFY THE NON-CUSTODIAL PARENT/GUARDIAN OF THE CONTENTS OF THIS DOCUMENT.

STUDENT SIGNATURE

Date _____

1) PARENT/LEGAL GUARDIAN'S SIGNATURE

Date _____

2) PARENT/LEGAL GUARDIAN'S SIGNATURE

HOME ADDRESS

HOME TELEPHONE

STATEMENTS TO BE SIGNED BY PARTICIPANTS AND PARENT OR GUARDIAN.



Athletic Policy for 2015-16

Jeff Grimes <jgrimes@cascade.k12.mt.us>

Tue, Aug 11, 2015 at 12:12 PM

To: Brie <briemelton@yahoo.com>, Brooke Lorang <coachlorang@yahoo.com>, Carol Brady <kenbradyconst@yahoo.com>, Christa Hardy <chardy@cascade.k12.mt.us>, Christa Hardy <csproutfbs@gmail.com>, Darby Schwandt <dschwandt@cascade.k12.mt.us>, Gary Lucero <gary_lucero@gfps.k12.mt.us>, Jay Fredrickson <jfredrickson@cascade.k12.mt.us>, Ken Brady <kbrady@cascade.k12.mt.us>, Shana Jackson <bigskyjacks2@gmail.com>, Wes Ross <wross@mwfb.com>, Eric Tillerian <etillerian@cascade.k12.mt.us>
Cc: Justin Barnes <jbarnes@cascade.k12.mt.us>, Becky Smith <beersmith@cascade.k12.mt.us>

Coaches,

I have attached the Athletic Policy for 15-16 with this email. Please know that any rules, expectations, and consequences that you have an addition is fine. I only ask that you submit your rules/expectations to me so that I may keep it on file in the event I get questioned by a parent or athlete.

I look forward to seeing you all together this Thursday at 4:00pm for our Athletic Department meeting. Please remember, if you can not attend make sure you have a representative in your place. Please let me know if you have an item you would like to make sure to include on the agenda for the meeting. A wide array of topics will be covered.

Thanks!

--

Jeff Grimes
Activities Director
Head Boys Basketball
Physical Education
Cascade Public Schools

Cascade School District #3 & B

Cascade Public Schools Athletic Department

Grade 6-12

Student Athlete Athletic Policy

Mission Statement

It is the mission of the Cascade High School Athletic Department to promote citizenship in our athletes and encourage them to lead the student body by example.

- We will encourage student athletes to be leaders in our school and community:
 - o **Physically** by offering safe, challenging and competitive programs and by encouraging healthy lifestyles.
 - o **Mentally** by encouraging students to set the standard for good behavior, to manage a good academic standing and to become students of their game.
 - o **Emotionally** by committing to their teams on and off the field, battling adversity when it strikes and by winning and losing with good sportsmanship.

- We will encourage the furthering of the strong athletic tradition at Cascade High School by encouraging students to stay involved with multiple sports, maintain model programs and facilitate reflection on the rich history of athletics at Cascade High School.

Purpose

Participation in athletics is a privilege, not a right. The athlete must earn this privilege through dedication, desire and discipline. Being a member of a Cascade Public School athletic team is a fulfillment of an early ambition for many students. The attainment of this goal carries with it certain traditions and responsibilities that must be maintained. A great athletic tradition is not built overnight; it takes the hard work of many people over many years. As a member of an interscholastic team at Cascade Public School, you have inherited a wonderful tradition, a tradition which you are challenged to uphold.

Eligibility

To be eligible for high school athletics, the student must be in compliance with the Student Eligibility/Extra-Curricular Procedures which can be found in Cascade Public Schools Student Handbook. Specific sport coaches may require student athletes to maintain standards higher than those set by Cascade Public Schools.

Law Violations

Any student formally charged by law enforcement with criminal conduct will be required to cease (discontinue or stop) participation in the (any) extracurricular activity pending resolution of the criminal charges. At that point, the matter will be re-examined and a decision will be made regarding any further exclusion from extracurricular activity based on the totality of circumstances. Until resolution, at the discretion of the school administration, the athlete may attend team events but not participate in those events. In the event that any student athlete is involved in criminal conduct, it is the student athlete and his or her parent's/guardian's responsibility to notify school administration immediately. This requirement is in line with the level of integrity expected of Cascade Public School student athletes. If the student athlete continues to participate in athletic events without notifying school administration, the student athlete will be subject to game suspensions and possible removal from athletic participation at Cascade Public Schools regardless of the outcome of the criminal investigation.

Extra and Co-Curricular Chemical Use Policy

Students participating in extra and co-curricular activities, whether sponsored by the MHSAA or not, shall not use, have in possession, sell, or distribute alcohol, tobacco (including E-Cigs), or illegal drugs, or abuse prescription or non-prescription drugs during their extracurricular seasons. These rules are in effect twenty-four (24) hours a day. If a student receives an IP, or is seen using tobacco, alcohol, or illicit drugs, the student will forfeit the privilege of participating in such extracurricular activities and be removed from any and all such activities.

Student and Parent/Legal Guardian Due Process

If a determination is made that a student has violated this policy, the student and parent or guardian shall be notified by telephone where possible, and also by mail.

APPEAL PROCESS: Any parent or legal guardian and student who is aggrieved by the imposition of discipline shall have the right to an informal conference with the principal, for the purpose of resolving the grievance. At such a conference, the student and the parent shall be subject to questioning by the principal, and shall be entitled to question staff involved in the matter being grieved.

Violation of Chemical Use Rules

Zero Tolerance After confirmation of the offense the student will be prohibited from participation in school activities for the remainder of the school calendar year and forfeit all team awards for that activity, this shall include the right to be considered for athlete of the year.

Student must obtain a professional drug/alcohol/tobacco evaluation and follow the evaluation recommendations. Upon completion of the evaluation, the student is eligible to participate in sports/activities the following school year.

Equipment, Fees and Physical Examinations

All athletes will be required to replace lost gear. All athletes will be required to have a signed physical exam, concussion form and parent permission form before competing in any capacity. All athletes will be required to clear with their coaches regarding gear before entering another sport. The athlete's gear must be accounted for before entering another sport.

School Decorum

An athlete is expected to govern his or her conduct in accordance with the rules and regulations stated in the Cascade Public School Student Handbook. If at any time the student conducts him/herself in a way that is detrimental to the team, and/or misrepresents or dishonors him/herself or Cascade Public Schools, punishment can be imposed up to and including removal from the team. All minor issues such as accumulating 1 to 2 school tardies and minor school disruptions will be dealt with by coaches on an individual basis. Student athletes should expect to be held to a standard above the rest of the student body, and these minor issues **should not** occur on a consistent basis. Student athletes **should not** be involved in major discipline events which result in In-School Suspension (ISS) or Out of School Suspension (OSS). Students who are assigned **In-School Suspension** or **Out of School Suspension** will be subject to the following consequences:

In School Suspension

First assignment of ISS:	extra duties assigned by the coach
Second assignment of ISS:	extra duties AND next contest suspension *
Third assignment of ISS:	immediate dismissal from team

Out of School Suspension

First assignment of one day OSS:	extra duties AND next contest suspension *
Second assignment of one day OSS:	immediate dismissal from team
<u>Multi-day</u> OSS:	immediate dismissal from team

*Regular Season Contest

NOTE: Any OSS assigned after any ISS assignment:

immediate dismissal from team

Any ISS assigned after any OSS assignment:

immediate dismissal from team

Lettering

Coaches will furnish to all participants in a particular sport the provisions or criteria for earning a letter in that sport prior to the beginning of that season. Those athletes earning a varsity letter will receive a Certificate of Letter at the team banquet. Appropriate Block "C" letters, inserts, and bars will be awarded at that time. Unexcused absences from team banquet will forfeit athletes from receiving awards and/or Certificate of Letter. Those athletes not earning a varsity letter will receive a Certificate of participation.

Acknowledgement of Risks

Participation in competitive athletics may result in severe injury, including paralysis or death. Changes in rules, improved conditioning programs, better medical coverage, and improvements in equipment have reduced these risks, **but it is impossible to totally eliminate such occurrences from athletics.**

Athletes can reduce the chance of injury by obeying all safety rules in their sport, reporting all physical problems to their coaches, following a proper conditioning program and inspecting their own equipment daily. **Damaged equipment must be replaced immediately.**

Even if all these requirements are met, and even if the athlete is using excellent protective equipment, a serious accident may still occur.

Curfew Rules

Curfew rules are as follows for all extra-curricular activities and are in effect for each particular season.

Sunday through Friday: 10:00 PM

Saturday Night: 12:00 AM

Each Head Coach or Advisor will deal with violation of curfew.

Transportation

Students are required to ride to the bus to each competition and may only be released to their parent or guardian with a signed Alternative Travel form which can be found on the school website. It is a coach's prerogative to require athletes to ride the bus home from athletic contests if he or she wishes to do so.

Student-athletes are expected to be picked up within 15 minutes of announced practice ending time. Consequences will be communicated between coaches and parents.

An After School Bus will be provided and will depart the school at approximately 6:15 PM (times subject to change). Permitting, an Activity Bus will pick-up and drop off students in Ulm. Coaches are not permitted to release students to ride with other students and may be released only to a parent or guardian.

Attendance

All team members of each sport will attend all scheduled practices and meetings. If circumstances arise by which a student cannot attend a practice or meeting, the coach must be notified prior to the end of the school day by personal contact, phone call or a written statement from a parent or guardian. Failure to do this will result in an unexcused absence. Excused absences are those where a coach has pre-approved specific situations for missed practice (Death in the family, family illness, wedding, funeral, religious reasons, college visitations, academic/school-sponsored events, etc...).

Being absent from any part of the school day without a written doctor excuse will permit that student from practicing or participating a contest that day per the Cascade Public Schools Student Handbook.

Cascade Athletics

Parent/Student Signature Page

NOTE: only this page should be returned to A.D. or Coach

The Cascade Public School Student Athlete Policy is posted on the CPS Athletic Website and in the student handbook. Parents should read the policy carefully.

This page only should be returned prior to the first day of practice. No exceptions.

I understand that participating in athletics at Cascade Public Schools is a privilege and is not a requirement for graduation. Therefore, whether I agree or disagree with all or part of this policy, I understand what is expected of me to be a part of the program.

Date: _____ Sport(s): _____

Student Name: _____ Grade: _____
(print)

Student Signature: _____

Parent Name: _____
(print)

Parent Signature: _____

EMERGENCY CONTACT INFORMATION (to be completed by parent or guardian)

Home Address

Telephone

Emergency Contact: _____

Emergency Contact Phone: _____

Mission Statement

It is the mission of the Cascade High School Athletic Department to promote citizenship in our athletes and encourage them to lead the student body by example.

Adjournment (A)