

# ***ATHLETE/PARENT HANDBOOK & EXTRA-CURRICULAR CODE OF CONDUCT***



***“DO WHAT IS RIGHT, NOT  
WHAT IS EASY”***

## **WELCOME**

Welcome to Mascoutah Community School District 19. This handbook is not intended to answer every question or situation concerning athletics here at Mascoutah but merely serves as a quick reference to help guide you to your answer. Some areas are covered in more depth while others are only mentioned. If you have a specific question or problem, please contact the Athletic Director immediately.

## **VISION**

Our district will provide every student the resources and opportunity for personal growth as they develop 21<sup>st</sup> century skills including critical thinking, communication, creativity and collaboration. Our students will be contributing members of society who value the pursuit of learning and service to others.

## **ATHLETICS MISSION STATEMENT**

Our athletic program will provide competitive athletic programs for our student-athletes, motivating them to be their best while emphasizing fundamentals, teamwork, work ethic, sportsmanship and commitment.

The Mascoutah Athletic Department strives to support this mission statement by developing a well-rounded athletic program designed to enhance each students' athletic opportunities.

## **MHS ATHLETIC PROGRAMS**

### **FALL SPORTS**

Boys/Girls Cross-Country  
Boys/Girls Golf  
Girls Tennis  
Boys Soccer  
Boys Football  
Girls Volleyball  
Cheerleading  
Dance

### **WINTER SPORTS**

Boys/Girls Bowling  
Boys/Girls Basketball  
Wrestling  
Cheerleading  
Dance

## **SPRING SPORTS**

Boys/Girls Track  
Boys Tennis  
Girls Soccer  
Baseball  
Softball  
Bass Fishing

## **MASCOUTAH HIGH SCHOOL HEAD COACHES**

ATHLETIC DIRECTOR

SCOTT BATTAS

FOOTBALL

AARON HILGENDORF

VOLLEYBALL

TODD GOBER

GIRLS TENNIS

SCOTT SIMON

BOYS SOCCER

NICK CARR

BOYS GOLF

CODY REYNOLDS

GIRLS GOLF

MARY ANN KOLDA

CROSS-COUNTY

DARREN LATHAM

BOYS BASKETBALL

COLE SCHOMAKER

GIRLS BASKETBALL

FRANK EVANS

WRESTLING

CHRIS LINDSAY

BOWLING (GIRLS/BOYS)

MARK TUBB

CHEERLEADING

RYANNE SIRTAK

DANCE

AMY ROBERTS

SOFTBALL

TBD

BASEBALL

DON EDDY

GIRLS SOCCER

LAUREN STEPP

TRACK & FIELD

DARREN LATHAM

BOYS TENNIS

JACK GUSE

## **ILLINOIS HIGH SCHOOL ASSOCIATION (IHSA)**

The Illinois High School Association (IHSA) is the governing body of all Illinois High Schools. The IHSA also conducts all state championship tournaments. Most sports go through a regional, sectional, and super-sectional series to be able to play in the state finals.

## **MISSISSIPPI VALLEY CONFERENCE**

MHS is a member of the Mississippi Valley Conference. The conference has six schools, Civic Memorial (Bethalto), Highland, Jersey (Jerseyville), Mascoutah, Triad, and Waterloo. Our conference is considered one of the best in the area and has produced a number of teams that have earned a place in state competition.

## **ELIGIBILITY/GRADE CHECKS**

MHS conducts weekly grade checks as required by the IHSA. To remain eligible, an athlete must be passing five classes or 25 credit hours of work per week. The grade check is done on Monday of each week. If an athlete is not passing five classes or 25 credit hours, then he/she is declared ineligible from Monday to Monday. The athlete may continue to practice, but cannot participate in any interscholastic contest. The athlete will stay ineligible until he/she is again passing five classes or 25 credit hours.

If an athlete is not passing 25 credit hours of work at the end of the semester, they lose eligibility for the entire next semester. If an athlete is not passing 25 credit hours of work at the end of the semester, they are able to make up one class to be eligible for the next sports season. In order to do this, they must have principal approval.

MMS conducts weekly grades checks as required by the SIJHSAA. To remain eligible at MMS students must be passing all classes. If a student is not passing all classes they are declared ineligible from Monday to Monday.

## **ATHLETIC FEE POLICY**

All MHS student athletes will be required to pay a participation fee. At MHS the fee is \$60.00 for the first sport and \$60.00 for the second. The maximum for an individual student is \$120. The maximum fee per FAMILY is \$240.00. The fee must be paid before the first scheduled contest for the sport in which the athlete is participating.

The athletic fee may be refunded if the athlete is injured before the first scheduled contest. The athletic department, upon request and a written verification by the Head Coach, will refund the fee. After the first scheduled game there will be absolutely no refunds for any reason.

## **PHYSICALS**

The IHSA requires a yearly physical for all athletes. For incoming freshmen and 6<sup>th</sup> graders their school physical covers all athletics. All physicals must be on file before an individual will be allowed to go out for a sport.

MHS and MMS may offer physicals for the athletes through the school. The athletic office will let parents know of facilities that are offering athletic physicals at a reasonable rate. This will be done as soon as the athletic office receives information on this service.

## **INSURANCE WAIVER**

Mascoutah District 19 requires all athletes to show proof of insurance. This insurance form must be completed each year and must be on file prior to the athlete participating in sports. Family insurance that covers athletic injuries is acceptable, as is purchasing school insurance.

Individuals with a son participating in football should ensure that their family policy covers football. If you elect to take school insurance, and your son plays football, be sure to make this known to the school. Military provided services for your son/daughter will meet this need for insurance.

Along with the insurance information, you will be asked to fill the Emergency Information and Parent Consent form. In the event that your son/daughter is injured, this will help us and may allow treatment to begin. These are only for emergency situations when you are not readily available.

## **IHSA/MHS DRUG TESTING POLICY**

The Illinois High School Association has begun random testing for steroids and performance-enhancing dietary supplements. This takes place for individuals and teams who qualify for IHSA state series.

No student-athlete may participate in the IHSA state series competition unless the athlete and the athlete's parent/guardian have signed consent to random testing on the performance enhancing drug form.

MHS reserves the right to test student athletes for both performance enhancing drugs and street drugs at any time throughout the school year. Student athletes will be randomly selected throughout the school year. Should a positive test be found, that student athlete will be subjected to standard code of conduct consequences. Participating in athletics at MHS is a privilege and not a right.

If an athlete chooses to admit to drug use prior to being tested, their suspension may be less per agreement between student and administrator.

If a student athlete tests positive for drugs at any time, or admits to using drugs that would render a positive drug test, that student can be tested at any time throughout their high school career for drugs without notice.

## **NCAA CLEARINGHOUSE (MHS)**

The NCAA Initial-Eligibility Clearinghouse is a central clearinghouse that will certify your athletic eligibility for Division I and II. If you intend to participate in Division I or II athletics you must register and be certified by the NCAA Initial-Clearinghouse.

At the end of your Junior Year, all interested athletes should complete the NCAA registration. It is better to register after your junior-year grades appear on your transcript. Athletes are encouraged to complete this application because sometimes scholarships are not offered until late in your senior year. The Guidance Office and the Athletic Director can help with any questions you may have.

When you register to take your ACT or the SAT, you mark code 9999 on your application, so that the clearinghouse will be one of the institutions receiving your scores. If you have any questions about the NCAA Clearinghouse, see the AD or the Guidance Office.

## **SUMMER SPORT CAMPS**

The Mascoutah athletic department offers a number of sports camps for their athletes. The camps are held during the summer and usually will take place at the high school. The cost is set by the school and is very reasonable. Athletes are encouraged to attend these camps to improve their skill level.

The boys and girls basketball teams also play in league and tournaments during the summer. These league and tournament games help to keep the basketball programs at a competitive level. The volleyball team will also take part in some summer play and tournaments. Both golf teams will meet during the summer to play practice rounds at various golf courses.

The weight room is open during the summer for weight training and conditioning. Please contact your coaches for dates and times.

## **ATHLETIC COMPETITION LEVELS**

MHS plays a full sport schedule at every available level in the athletic programs. Freshmen will play a separate level of competition in football, volleyball, boys' soccer, boys' basketball, girls' basketball and baseball. We have sophomore football and boys' basketball. We participate at the JV level in volleyball, boys' basketball, girls' basketball, golf, boys' soccer, girls' soccer and softball. We also offer co-ed Bass Fishing that competes in the IHSA State Series. We also participate in a number of underclass tournaments. The level at which an athlete play is contingent upon his/her athletic ability in that sport, seniors are not allowed to participate below the varsity level.

MMS plays 7<sup>th</sup> and 8<sup>th</sup> grade in basketball, baseball, softball and volleyball. MMS also offers 6<sup>th</sup> grade boy's basketball and girl's volleyball. MMS allows 6<sup>th</sup> graders to tryout for baseball, softball, wrestling, track, and girls' basketball.

## **SPORTSMANSHIP**

The IHSA, the IESA, and SIJHSAA expect all participants who attend any athletic event to show great sportsmanship, this includes:

- Never boo a player, coach or official
- Appreciate a good play, regardless of who makes it
- Know the school gets blame or praise for their conduct
- Recognizes the need for more good sports and fewer bad sports

## **TRANSPORTATION POLICY**

In order to promote TEAM SPIRIT, all student athletes are encouraged to ride the school provided transportation to and from all away games.

If an athlete must ride home with their parents or legal guardian they must have the Athletic Contest Parent Sign Out Form on file. Parents must also sign out their child on a sheet provided by the coach before leaving the athletic contest.

Arrangements must be made with the Athletic Director or School Principal if students need to be transported by someone other than their parent or guardian.

Coaches reserve the right to require members of their teams to ride together to and from contests.

## **INJURIES**

All injuries regardless of type are to be reported to the coaching staff. Coaches need to be made aware of injuries so proper care can be recommended and given.

If the injury needs medical care and a medical excuse is given to prevent practice or game participation, a written release from the doctor will be needed before athlete can resume participation.

## **CONCUSSION POLICY**

Anytime the athlete gets a concussion, either in practice or a game he/she will not be allowed to return to practice or competition until he/she gets medical clearance.

## **HAZING OR INITIATION**

Mascoutah High School and Mascoutah Middle School recognizes the dignity and worth of all individuals and in keeping with that belief, prohibits any and all forms of hazing and initiation rites for any school-sponsored athletic team. This includes behavior, which is demeaning degrading, or contrary to accepted standards of common decency and is based upon affiliation with any group, sex, race, religion or economic status.

Any student athlete involved in hazing or initiation rites will be subject to disciplinary action. This action may include but is not limited to dismissal from the team; suspension or a recommendation to the school board for expulsion from school; and/or exclusion from participation in subsequent school events or activities.

Soliciting, encouraging, aiding or engaging in hazing is prohibited. "Hazing," means any intentional knowing or reckless act directed against a student for purpose of being initiated into, affiliating, or maintaining membership on the team whose members are, or include, other students.

## **PLAYER/PARENT/COACH RELATIONSHIP**

Both parenting and coaching are extremely difficult vocations. By establishing an understanding of each position, we are better able to accept the actions of the other party and provide the greatest benefit to the athlete. As parents, you have the right to understand what is to be expected of your son/daughter and this begins with clear communication between all involved parties.

This is what you should expect from every coach:



- Philosophy of the coach
- Positive Motivations
- Constructive Criticism
- Expectations the coach has of all athletes
- Locations and times of practices/contest
- Team Requirements, (i.e., fees, equipment cost, off-season work)
- Procedures should your child be injured
- Discipline procedures
- Fairness and communication

The following is what coaches should expect from parents:

- Concerns expressed directly to the coach
- Notification of any schedule conflicts in advance
- Support of son/daughter in all related activities
- Sportsmanship at all contests
- Understanding that there are always two sides to every story
- Sign athlete out if riding home with parent after a contest

Athletics at MHS and MMS will bring many rewarding experiences but there will be times when things do not go the way you or your son/daughter wishes. At these times, discussion with the coach is encouraged.

The following are appropriate concerns to discuss with the coaches:

- The treatment of your son/daughter, mentally and physically
- Ways to help your son/daughter improve
- Concerns about your son'/daughters' behavior
- Concerns about academics
- Guidance in relationship to possible college scholarships (MHS)
- Guidance in off-season activities.

It is very difficult sometimes to accept the playing time or role your son/daughter has on the team. Please remember that coaches are professionals and make judgments based on what they believe is best for all team members. Certain issues should not be discussed and must be left to the discretion of the coach.

Issues not appropriate to discuss with the coaches:

- Playing time of all team members
- Team Strategy
- Play calling
- Other student-athletes on the team

**There are situations that may require a conference between the coach and a parent. THIS IS ENCOURAGED. It is important that both parties have a clear understanding of each other's position. When a conference is necessary, the following procedures will be followed:**

- **UNDERSTAND THAT YOU DO NOT CONFRONT A COACH AFTER A CONTEST OR PRACTICE = 24 Hour rule**
- **Call to set up an appointment to see the coach, either directly or through the high school or middle school office**
- **If the coach cannot be reached, contact the AD's office, who will in turn set up a meeting**
- **Profanity has no place in the discussion**

**If this meeting does not provide a satisfactory resolution, then the following procedures will be followed:**

- **Call and set up an appointment with the Athletic Director, UNDERSTAND that the AD will insist that you speak with the coach before a meeting will be set**
- **At this meeting the discussion will only concern your son/daughter**
- **Student-Athlete in question MUST be present at this meeting**
- **An appropriate next step will be determined**

### **QUITTING A TEAM**

**If an athlete participates in ten practices (pre-season) for a sport he/she cannot quit that sport and join another sport until the sport season he/she quit is completed. The student athlete is also not allowed to participate in any workout or practices for the next sports season until the original sport season is finished.**

**Mutual consent by both coaches can waive this rule if the student athlete and team are better off for the change. This only applies to sports that occur during same sport season.**

# MASCOUTAH COMMUNITY UNIT SCHOOL DISTRICT #19

## EXTRA-CURRICULAR CODE OF CONDUCT

Participation in extracurricular activities is a **privilege** and not a right. Furthermore, participation is optional and voluntary and requires the acceptance of additional conditions, which do not necessarily apply to all students. One of these conditions and additional responsibilities is the maintenance of the highest degree of citizenship.

Extra-curricular activities are an extension of and adjunct to formal classroom education. Participants in extra-curricular activities are public representatives of their school, school district and community.

Accordingly, the administration of Mascoutah High School and the Mascoutah Middle School, with the consent and approval of the Superintendent of Schools and the Board of Education, has officially announced the following rules which shall apply to all high school students enrolled and engaged in any Illinois High School Association activities and all middle school extra-curricular activities on or after the date of adoption of this document.

Each participant and parent is asked to study these procedures closely and to agree in writing to conform. Participating students and parents must accept the fact that extra-curricular activities are controlled by the school. Since participation is voluntary, any student who cannot meet the procedures as set forth below shall refrain from participation. **The extra-curricular code is cumulative beginning with the student and parents signing of this code and continuing throughout the student's entire high school or middle school career. These procedures are in effect on or off campus throughout the entire calendar year, including weekends and summer, and do not supersede, but are in addition to, District #19 school disciplinary procedures.**

A signature by the participant and his or her parents indicates they are prepared to meet and accept these provisions.

1. A student may be suspended from participation in any activity according to the following procedure:
  - A.) All reports of violations of the Code of Conduct are to be made to either the Director of Athletics or another member of the Administration.
  - B.) The appropriate administrator will contact the student, the parents, the coach or sponsor to inform them of the violation and the penalty. If requested, a meeting is scheduled with the Activity Council within three (3) school days. The Activity Council includes the Principal or an Assistant Principal, the Athletic Director and the Coach or Activity Sponsor if not athletics. His/her parents may attend if they desire.
  - C.) The Athletic Director or Activity Sponsor will notify the student and his/her parents of the decision and the recommended consequences, immediately following the conclusion of the scheduled meeting.
  - D.) Penalties will be applied to current or next area of activity in which a student participates. Any offense constitutes a violation in all activities covered under the guidelines.

2. The students participating in the following actions will be considered in violation of the extra-curricular code of conduct. **Under these procedures, a student who knowingly uses, attempts to use, possesses, sells or assists any other student in the following:**

- E.) **use of tobacco in any form, whether smokeless or otherwise on school property or in violation of rules promulgated by the coach or sponsor;**
- F.) **possession, sale, distribution, transporting and/or use of beer, wine, whiskey or any other alcoholic beverage;**
- G.) **possession and/or use of any form of controlled substance, illegal drugs, look-a-likes, drug paraphernalia other than those prescribed by a physician.**

Violation of the above listed activities will result in the following disciplinary measures.

### **Mascoutah High School Code of Conduct**

The following guidelines are in effect during all the years a student attends Mascoutah High School, including summer vacations. Penalties for Level I, II, and III shall be cumulative for each independent level beginning with and throughout the student's participation in extra-curricular activities while at Mascoutah High School. The activities governed by these regulations shall include all extra-curricular activities. The following violations and consequences represent guidelines that will be followed. It should be noted that participation in extracurricular activities is a privilege, and each code of conduct violation will be considered based upon the specific circumstances of the incident. Consequences will be administered accordingly. The Athletic Director and/or Activities Director will be notified of all code of conduct violations and consequences.

#### **UNACCEPTABLE BEHAVIORS:**

Depending upon the severity of the circumstance, disciplinary action may include suspension or removal from any activity or program. Some examples of unacceptable behavior include, but are not limited to, gross disrespect, gross misconduct, hazing, bullying, electronic/social media misuse, theft, or confrontation with a school official, director, sponsor, participant from another school, or game/contest official, or law enforcement officer.

#### **I. LEVEL ONE - VIOLATIONS:**

- Use or possession of illegal drugs.
- Hosting a party where under-age drinking or alcoholic beverages and/or illegal drugs are present.
- Other unacceptable behaviors (depending upon severity)

#### **CONSEQUENCES:**

1. First Offense-Participant will be suspended from all extra-curricular activities for a period of 60 calendar days. (See Buy Back Guidelines )
2. Second Offense - Participant will be suspended from all extra-curricular activities for a period of one (1) calendar year. (No Buy Back Option)
3. Third Offense - Participant will be suspended from all extra-curricular activities for the remainder of his/her high school career.

#### **II. LEVEL TWO - VIOLATIONS:**

- Use or possession of any tobacco substance, e-cigarette or vape.
- Use or possession of an alcoholic beverage or marijuana
- Stealing or vandalizing: community, school, or personal property.
- Possession of drug paraphernalia.

- Violations of the rules and regulations of District 19 that result in an out of school suspension greater than 3 school days.
- Other unacceptable behaviors (depending upon severity)

#### **CONSEQUENCES:**

1. First Offense – Participant will be suspended from all extra-curricular activities for a period of (10) calendar days with a minimum of a game suspension equal to 10% of regular season scheduled games. (No Buy Back Option)
2. Second Offense - Participant will be suspended from all extra-curricular activities for sixty (60) calendar days. (See Buy Back Guidelines)
3. Third Offense - Participant will be suspended from all extra-curricular activities for a period of one (1) calendar year. (No Buy Back Option)

#### **III. LEVEL THREE – VIOLATIONS:**

- Attendance at parties where under-age drinking of alcoholic beverages and/or illegal drugs are present.
- In a car where alcohol or illegal drugs are being transported by a minor.
- Other unacceptable behaviors (depending upon severity)
- Violations of rules and regulations of District 19 that result in a suspension of two or three days per semester

#### **CONSEQUENCES:**

1. First Offense – Probation: If the police report or if a participant states that he/she attended, but did not use alcohol or drugs, the participant will be advised by coach, director, or sponsor not to attend any similar functions again. For every Offense- Participants will be suspended from Team/Activity for 5 days (excluding Sunday). Additional consequences may be determined by the coach/sponsor with notification given to the Athletic Director and Activities Director.
2. Second Offense – Participant will be suspended from all extra-curricular activities for ten (10) calendar days with a minimum of a one game suspension. (No Buy Back Option)
3. Third Offense – Participant will be suspended from all extra-curricular activities for a period of sixty (60) calendar days (See Buy Back Guidelines).

#### **IV. LEVEL FOUR - VIOLATIONS:**

- Violations of rules and regulations of District 19 that result in a suspension of one day per semester.
- Any Major Skip from class or school.
- Arrest for minor infractions.
- Other unacceptable behaviors (depending upon severity)

#### **CONSEQUENCES: (No Buy Back Option)**

1. For every Offense- Participants will be suspended from Team/Activity for one game/performance.
2. If the violation occurs “out of season” then the one game suspension will carry over to the next sport season or participatory activity in which the student is involved.

#### **V. LEVEL FIVE - VIOLATIONS:**

- Assignment to ISDS

#### **CONSEQUENCES: (No Buy Back Option)**

1. 1st through 3rd offense- Punishment will be by the coach/sponsor with notification given to the Athletic Director
2. 4th and subsequent offenses- Participants will be suspended from Team/Activity for one game/performance. (Consistent with a one day suspension from school, see Level Four Violations) - Please note that the student will be expected to be at practice or game on the day of ISDS. - ISDS will be cumulative for each school year.

#### **VI. LEVEL SIX - VIOLATIONS:**

- Unexcused absences from a contest, performance, or practice.

- Misconduct at a practice, contest, performance, or at an athletic event or activity.
- Swearing or abusive language.
- Blatant disregard to the Head coaches' or sponsors' expectations of participation. (Game and Practice)
- Other unacceptable behaviors (depending upon severity)

#### **CONSEQUENCES: (No Buy Back Option)**

1. First Offense- Disciplinary consequences will be by the coach/sponsor with notification given to the Athletic Director.
2. Second Offense- Participants will be suspended from team/activity. Length of time will be determined by the coach/sponsor with notification given to the Athletic Director.
3. Third Offense- Repeated offenses in this area will be referred to the Athletic Director's office for appropriate action or may be referred to the administration.

#### **DUE PROCESS:**

A student will be advised of the rule(s) violated and will be given the opportunity to respond to the violation(s). The student and his/her parents/guardians will be advised by the administration of any disciplinary action taken as a result of the violation(s).

#### **Buy Back Guidelines**

When an infraction has been committed by a student/athlete in which a (#) of days for an athletic/activity suspension has been incurred, he or she will have the option to buy back  $\frac{1}{2}$  of the penalty under the condition that the athlete and the parent/guardian agree to enter and complete a successful MHS approved rehab program. The funding for this program will be paid by the parent/guardian or athlete and must be approved by the school nurse or social worker as a legitimate program of rehabilitation. The appointment in chosen program must be adhered to or the reduction is null and void. The athlete must petition the administration to participate in the buy back. The buy back program will only be offered one time to an athlete during all the years a student attends Mascoutah High School.

#### **Day of Suspension**

If the violation occurs during the season, days of suspension for code violations will begin immediately the day that the Administration is notified of the offense.

If the violation occurs during the off-season, the days of suspension will begin on the first day of the next season the student participates in.

A student must complete the season in which they served the days of suspension to be eligible for the next season of athletics.