

**PARENT - STUDENT
ATHLETIC/ACTIVITIES HANDBOOK**



**MILLARD WEST HIGH SCHOOL
“HOME OF THE WILDCATS”
2017-2018**

Dr. Chris Loofe - Athletic Director
Mr. Mark Hawkins - Activities Director

MILLARD WEST CODE OF ETHICS

Sportsmanship is character displayed in athletic competition. People of character live by the Six Pillars of Character. *Trustworthiness, respect, responsibility, fairness, caring and citizenship.* These ethical values provide **the foundation of the Millard West Code of Ethics**, which is the basis of the Pursuing Victory With Honor campaign and all CHARACTER COUNTS! Sports programs and materials. Sportsmanship can be defined Pillar by Pillar:

TRUSTWORTHINESS: Always pursue victory with honor. Demonstrate and demand scrupulous integrity. Observe and enforce the spirit and letter of rules. Don't compromise education and character development goals. Don't engage in or tolerate dishonesty, cheating, or dishonorable conduct.

RESPECT: Treat the traditions of the sport and other participants with respect. Don't engage in or tolerate disrespectful conduct including verbal abuse of opponents and officials, profane or belligerent "trash-talking," taunting and unseemly celebrations. Win with grace and lose with dignity.

RESPONSIBILITY: Be a positive role model on and off the field and require the same of athletes. Further the mental, social and moral development of athletes and teach life skills that enhance personal success and social responsibility. Maintain competence including basic knowledge of: 1) character building, 2) first aid and safety, and 3) coaching principles, rules and strategies.

FAIRNESS: Adhere to high standards of fair play. Treat players fairly according to their abilities. Never take unfair advantage. Be open-minded.

CARING: Assure that the academic, emotional, physical and moral well-being of athletes is always placed above desires and pressures to win. Do not permit reckless or potentially unsafe behavior of athletes.

CITIZENSHIP: Avoid gamesmanship and promote sportsmanship by honoring the rules and goals of the sport. Establish codes of conduct for coaches, athletes, parents and spectators. Safeguard the health of athletes and the integrity of the sport by prohibiting the use of alcohol and tobacco. Demand compliance with all the laws and regulations, including those relating to gambling and use of drugs. Virginia Beach City Public Schools. "2009-10 Beach District Athletic Manual." Virginia Beach: Character Counts, 2009. 27. Print.

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MILLARD WEST HIGH SCHOOL ADMINISTRATIVE STAFF

Dr. Greg Tiemann	Principal
Mr. Harry Grimminger	Assistant Principal-Curriculum & Instruction & 9th Grade
Mr. Mark Hawkins	Assistant Principal-Assessment, Activities & 12th Grade
Ms. Stacy Longacre	Assistant Principal-Discipline & 11th Grade
Dr. Jennifer Allen	Assistant Principal-Student Services & 10th Grade
Dr. Chris Loofe	Assistant Principal-Athletic Director & 12th Grade

BOARD OF EDUCATION

Mike Kennedy - President
Dave Anderson – Vice President
Linda Poole - Secretary
Mike Pate – Treasurer
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Patrick Ricketts – Board Member
Jim Sutfin, Ed.D, Superintendent
Nolan Beyer, District Activities Director

Responsibilities of Participants

- Respect the guidelines created by Millard West teachers, coaches, sponsors and administrators.
- Follow all training rules, Millard eligibility requirements, and NSAA eligibility guidelines.
- Perform academically in the classroom. Understand the importance of an education.
- Always promote good sportsmanship and demonstrate character.
- Respect others and their property. Theft and destruction of any school's property and/or any individual's property will not be tolerated.
- Acknowledge that substance abuse in any form while participating in high school activities may result in forfeiture of eligibility.
- Responsible for returning all equipment and uniforms issued by the coach/sponsor after the completion of any activity. Students will incur the cost of items not returned.
- Follow all district/school transportation guidelines.
- Prior to any participation in any way, the student must obtain and use a participation card from the activities office before they practice.

SPECTATOR AND FAN “CODE OF CONDUCT” FOR MILLARD PUBLIC SCHOOLS

As a spectator attending a Millard Public Schools event: I recognize:

that the goal of this event is to provide young people with the opportunity for healthy competition in the spirit of sportsmanship and camaraderie.

I recognize:

that I have a role to project a positive and supportive attitude and to show respect toward all of the participants, including the officials, coaches, and student-athletes as well as other spectators and event staff.

I recognize:

that my words and behavior have a powerful impact on those around me and that I have a role to behave in a mature and dignified manner. I will not use, profane comments, obscene gestures, offensive remarks, or taunting of any participant or spectator during the event. I should support my team.

I recognize:

that I should exhibit good character and provide a positive role model for all spectators and participants.

I recognize:

that attendance at an athletic event is a privilege, not a right, and that I am expected to represent my child, my team, my community, and myself with honor.

I recognize:

that for the orderly management of this event, I have a role to follow the directions of school officials and the event staff.

I recognize:

that if my conduct during an event is not conducive to a positive environment (as determined by site administrative and event staff) for any participants, spectators, school officials, or event staff, I may be asked to leave the event and may be barred from attending future events.

Welcome to this MPS event. We hope you have an enjoyable time and thank you for your attendance and support!

A Letter from the Millard West Director of Activities and Athletics:

The purpose of this handbook is to share important knowledge and explain rules and regulations to the parent and the student who chooses to participate in athletics and/or activities. Our coaches and sponsors at Millard West are proud to be part of a tradition of success. We invite parents and students to join us in building a cohesive activities program in which each activity is offered and conducted in a manner that exceeds the performance of schools of our stature in the metropolitan area, state and region.

The philosophy at Millard West is that activities are considered an integral part of the school's program of education. They provide experiences that will help students develop physically, mentally and emotionally. As a district we are promoting the 40 Developmental Assets, which is what activities are designed to provide for our students.

Taking part in athletics, student organizations and the arts as both a participant and/or a spectator, is an important part of a student's total educational experience. Such participation is a privilege that carries with it responsibilities to the school, to the parents, to the community, to the entire student body, and to the student who gets involved. These experiences contribute to the knowledge and life skills of each student. These activities will engage our students at a higher level and better prepare them for their future.

Dr. Chris Loofe – Athletic Director

Mr. Mark Hawkins – Activities Director

OFFICE OF ACTIVITIES/ATHLETICS

Millard West High School Omaha, Nebraska (402) 715-6025

Upon entering this school year as a member of a team or organization representing Millard West High School, it is understood that participation is a privilege and requires a standard of behavior somewhat higher than others.

Upon recommendation of the coach or sponsor to the Activities Director, it is understood that failure to adhere to these guidelines could result in a suspension or dismissal from the sport or activity.

Contained in this handbook is a list of guidelines and training rules for Millard West High School. Your coach or sponsor may provide you with other specific guidelines.

RISK OF INJURY WARNING:

The purpose of this **WARNING** is to bring to your attention the existence of potential dangers associated with athletic participation. Participation in any athletic activity may involve injury of some type. The severity of such injury can range from minor cuts, bruises, sprains, and muscle strains to more serious injuries to the body's bones, joints, ligaments, tendons, or muscles, to catastrophic injuries to the head, neck, and spinal cord. On rare occasions, injuries can be so severe as to result in total disability, paralysis, or death.

Even with the best coaching, the use of the best protective equipment and the strict observance of guidelines, injuries are still a possibility.

It is understood that if an Inhaler/Epi-pen needs to be accessible, it will be the student's responsibility to provide a separate Inhaler/Epi-pen which will be kept with the coach's first aid supplies or training staff until the end of that sport season.

PURPOSE AND OBJECTIVES

The purpose of the Millard West Activities program is to provide opportunities for those students who desire competitive activities and/or desire to pursue specific interests outside the instructional day. The athletic programs are available to all students, as are most clubs and organizations. Participants will become engaged in the application of the 40 Developmental Assets. Note: certain teams, clubs and organizations have restrictions or limits on rosters or numbers kept.

The following are the objectives of the Millard West High School activities programs: STUDENTS WILL:

- Develop and engage in the 40 Developmental Assets.
- Develop specific skills in each respective activity.
- Demonstrate responsibility to others and self toward the achievement of common goals.
- Demonstrate self-discipline.
- Demonstrate the ability to set goals and make a plan to achieve those goals.
- Demonstrate the ability to accept coaching or direction in a positive manner.
- Demonstrate good sportsmanship when experiencing success or failure.
- Demonstrate positive leadership skills.
- Be provided a positive learning experience.
- Demonstrate respect for all people involved.

Any student is welcome to try out for any of the interscholastic activities available to them provided they meet any prerequisites, requirements established by the Nebraska School Activities Association (NSAA), and they agree to follow the guidelines established in this handbook.

GUIDELINES FOR ACTIVITIES AND ATHLETICS

Activities Participation/Performance/Game Day Attendance

A student is not allowed to participate in a fine arts performance, interscholastic athletic contest, or other extracurricular activity unless in attendance for ALL regularly scheduled classes on the day of the performance or contest. Absences for school sponsored activities and medical appointments, as well as circumstances beyond the control of the student, may be exceptions to the performance/game day rule. If a student must be absent for any reason on the day of a performance or contest, a waiver of the performance/game day rule can be made ONLY with the approval of the Activities Director or another administrator. The student's parent/guardian should contact the Activities Director to request a waiver of this rule. **Calling a student out is not sufficient to excuse the student from this expectation. The school administration makes the determination of whether the circumstances of the absence may excuse the student from being in attendance in all scheduled classes, and still be able to participate.**

Athletic Admission Ticket

The student athletic admission ticket is a means whereby students may purchase an activity ticket at a reduced price to attend athletic functions of Millard West High School. When a student purchases the Athletic Admission Ticket, it will be designated on their student identification card with a 2016-2017 MW sticker.

The cost of an athletic admission ticket is \$40.00. The ticket covers admission to all regularly scheduled **home** athletic contests. **Athletic admission tickets don't cover admission to most tournaments, or State and District competitions.** If an Athletic Admission Ticket is lost or the student delay's to buy their Activity Card until after orientation, an additional fee of \$5.00 will be assessed.

Student Activities & Athletics

The philosophy of activities at Millard West is such that participation in co-curricular and competitive activities is considered an integral part of the school’s program of education which provides experiences that will help students physically, mentally and emotionally.

Participation in activities both as a participant and as a spectator is an important part of a student’s total educational experience. Such participation is a privilege that carries with it responsibilities to the school, to the parents, to the community, to the entire student body, and to the participants themselves. These experiences contribute to the knowledge and life skills of the student and will hopefully better prepare them for their future after high school.

The following interscholastic NSAA sports will be offered at Millard West:

<u>FALL</u>	<u>WINTER</u>	<u>SPRING</u>
Boys/Girls Cross Country	Boys/Girls Basketball	Baseball
Girls Golf	Boys/Girls Swimming	Boys Golf
Football	Wrestling	Boys/Girls Soccer
Softball		Girls Tennis
Boys Tennis		Boys/Girls Track
Volleyball		

The following Activities/Organizations are available at Millard West

Art Club	Newspaper
Assets in Action	Junior Class Board
Captivated	Justice & Diversity League
Cat Botics	Key Club
Cheerleading	Knitting/Crocheting Club
Computer Science	Lacrosse
Cycling Club	Literary Magazine
Dance	Magicians Club
Debate	Mascot Team
DECA	Math Club
Drama	Band, Jazz Band
Eco Club	Color Guard, Winter Guard
Educators Rising	Show Choir
Engineering Club	Orchestra
FCCLA	National Honor Society
Forensics	Rugby
French Club	Science Olympiad
French Honors Society	Senior Class Board
Gaming Club	Skills USA
German Club	Spanish Club
GO Club	Spanish Honor Society
HOSA	Student Council
Yearbook	West Friends

Activities/Athletic Eligibility

All students and parents are reminded that in order to participate in interscholastic athletics, all students must do the following:

1. The Nebraska State Athletic Association has two check points for eligibility to participate in interscholastic athletics/activities. The checkpoints are in January and August. The rules state that a student must pass a minimum of 20 credits during the prior two terms, i.e. a student participating in a fall sport must have passed a minimum of 20 credit hours from January through July and a student participating in a sport after December 31st must have passed a minimum of 20 credit hours from August through December. Millard West students must be enrolled in a minimum of two classes in each nine week term. We strongly recommend a minimum of three courses and encourage students to register for four classes each nine weeks.
2. Have a physical exam by a licensed physician after May 1, 2017 and have the physician complete and sign the Millard West High School Participation form. Turn these forms into the Millard West Activities office.
3. Pay any fees due. Millard Public Schools has a one-time annual non-refundable participation fee of \$60.00 for each student participating in NSAA sponsored interscholastic competitions. All students participating who have paid the \$60.00 fee will receive the Millard West activity card at no additional charge.

ALL OF THESE FORMS ARE AVAILABLE ON THE MILLARD WEST WEBSITE. Please feel free to call or contact the Activities Office (715-6025) should you have any questions concerning our programs or offerings.

Recognition and Awards

Millard West may present to student the “M” chenille to signify earning of a letter in school sponsored activities and athletics. A student is awarded the chenille letter the FIRST TIME they earn a varsity letter along with a pin representing the activity they letter in and a Varsity Letter Certificate. For subsequent letters earned in another activity, they will be awarded the Letter Certificate, the pin representing the activity and a gold bar for the second, third, and fourth letter earned in the same activity.

The criterion for earning a Varsity Letter is as follows:

1. Student must participate in competition representing Millard West High School in a Nebraska School Activities Association sanctioned and sponsored event.
2. They must participate at a level established by the coach/sponsor of the activity or sport. The head coach/sponsor may award the Varsity Letter to any student he/she deems has contributed at a level warranting Varsity Letter recognition.
3. The student must finish the season or school term in good standing to earn a Varsity Letter.

Facility Use

Students may use the physical education areas after school. However, all students must have a sponsor for supervision. All arrangements must be made ahead of time through the District facility guidelines and the Activities/Athletic Director.

Priority will be given to varsity and physical education programs. No students are allowed in the P.E. areas unsupervised.

Expectations and sportsmanship code of conduct during events

Millard West applies six character count codes to follow: Trustworthiness, Respect, Responsibility, Fairness, Caring, Citizenship

1. Fans will **display respect for opponents** at all times.
2. Fans will **display respect for officials**
3. **Be positive and support Millard West** during the event
4. **Maintain self-control** at all times

If the patron chooses not to follow these character codes, they will be warned and/or asked to leave the event. **We want to be a class act in everything that we do here at Millard West.**

SPORTS SEASONS:

All interscholastic sports are divided into three seasons – Fall, Winter and Spring. The division of sports, the date of the first allowed organized practice, and the end of the season shall be as follows. No individual may participate simultaneously in more than one sport per season.

<u>Fall</u>	<u>Opening Practice</u>	<u>End of Season</u>
Cross Country	August 7	State Meet – October 20
Football	August 7	Playoffs – October 27
Girls Golf	August 7	State Meet – October 9-10
Girls Softball	August 7	State Tournament – October 11-13
Boys Tennis	August 7	State Tournament – October 12-13
Volleyball	August 7	State Tournament – November 9-11
<u>Winter</u>		
Basketball – Boys	November 13	State Tournament – March 8-10
Basketball – Girls	November 13	State Tournament – March 1-3
Swimming	November 13	State Meet – February 22-24
Wrestling	November 13	State Tournament. – February 15-17
FIVE DAY PRACTICE/COMPETITION MORATORIUM DECEMBER 23-27		
<u>Spring</u>		
Baseball	February 27	State Tournament – May 14-18
Boys Golf	February 27	State Tournament – May 23-24
Soccer - Girls	February 27	State Tournament – May 10-16
Soccer – Boys	February 27	State Tournament – May 10-16
Girls Tennis	February 27	State Tournament – May 18-19
Track	February 27	State Meet – May 19-20

FRESHMAN ATHLETICS

Purpose

The purpose of the freshman interscholastic program is to provide participation, develop individual and team fundamentals for all participants. This introduces Millard's participation in the 40 Developmental Assets.

Team Selection

Majority of 9th grade students play at the freshman level. If ability warrants, they could be placed on JV or Varsity squads. The head varsity coach and assistant coaches will be responsible for these decisions.

RESERVE AND JUNIOR VARSITY ATHLETICS

Purpose

The purpose of the reserve (sophomore) and junior varsity interscholastic activities program is to provide a training ground for varsity potential players, while at the same time providing an opportunity for competition. Reserve and junior varsity participants are governed by most of the same NSAA and MHSAA regulations that govern varsity participants.

VARSITY ATHLETICS/ACTIVITIES

Purpose

The purpose of the varsity interscholastic program is to provide a competitive experience for the high school student within the philosophy of the Millard Public Schools and the framework and guidelines established by the NSAA and the MHSAA.

- All head coaches are responsible for selecting participants at the varsity level.
-

Team Selection

It is the philosophy of the Millard West Activities Program to retain as many students as possible. In some instances, space restrictions, ability to schedule competition and limitations on the number of team members may require competitive tryouts to be held to determine the team makeup. Where competitive tryouts must be held, students will be informed of the tryout process in advance of the tryout, and in the case of athletics, will be evaluated for at least 3 practice sessions before the final selections are made. Students who decide to try out for a team after the first scheduled dates of practice may be allowed to try out with the recommendation of the head coach and final approval of the Activities Director. Any student trying out late for a team will be required to complete a prescribed number of practices before the first competition.

Number of Practice Days Needed Prior to Competition:

For any athlete who did not participate in a pre-season conditioning program or prior athletic

season, the athletic program has made the following recommendation regarding the number of practice days needed prior to competition: Basketball, Baseball, Cross Country, Football, Cheerleading, Soccer, Softball, Swim/Diving, Track/Field, Volleyball, Wrestling- **10 Days**, Golf-**3 Days**, Tennis-**5 Days**.

After tryouts are completed, students who were unsuccessful in their efforts to secure a position on the team will be notified by the coach who also will present them with reasons for the decision upon request. Parents may contact the coach but it is encouraged to have the student speak with the coach, first.

The final decision for team selection rests with the head coach or sponsor of that activity. The head coach or sponsor will present the Activities Administrator with a list of those students not selected along with the reasons they were not selected.

There are options available to a student who is not selected after tryouts are completed:

1. The student may try out for another activity or sport.
2. The student could volunteer to remain with the team in another capacity ie: (manager or statistician).
3. The student could participate in a recreational activity, intramurals, or a community program.

ACTIVITIES/ATHLETIC FEE

The district pays for the salaries and fringe benefits of all coaches/sponsors and provides each high school with a budget to pay for the cost of personnel to work at events, and for substitute teachers when coaches/sponsors must miss teaching time. Each high school must generate the additional money needed to meet the remaining expenses of operating the activity/athletic program. These expenses include the costs for transportation, uniforms, equipment and supplies, officials/judges, security, entry fees and other miscellaneous costs. Revenue is generated at each high school through gate receipts, concessions, vending machines, craft fair, participation fees, and fundraising.

THE ACTIVITIES/ATHLETIC PARTICIPATION FEE IS NON REFUNDABLE FOR ANY STUDENT WHO CHOOSES TO TRYOUT, EVEN IF THEY ARE NOT SELECTED FOR A TEAM OR ACTIVITY. THIS WORKS AS AN ACTIVITY TICKET FOR ADMISSION.

I. **High School Fees:**

A. Extracurricular Activities *

1. All Activities: Students will pay a (one time) \$60 fee for participation in athletics and activities governed by the Nebraska School Activities Association (fee includes an Athletic Admission Ticket for "home" school events). (Journalism, Concert Choir, and Orchestra are excluded.)
2. Note: For all activities (i.e., Marching Band, DECA, SKILLS USA, FEA, FCCLA, Lacrosse, Debate, Forensics, Cheerleading, Dance team, Sports teams and FCS), the school district does not fund competitive activities for students beyond the state level. Fundraising and/or donations must cover the cost of competition beyond the state level.
3. Athletics, Lacrosse, Cheerleading and Dance: Students are required to have a physical and must be covered by health insurance to participate. (Health insurance is

available through private carriers, or, for those who qualify, the State of Nebraska.) Participation cards are used to clear the student/athlete.

4. All Athletics: Students provide elastic waist shorts, t-shirt, towels and cold weather attire as needed.

5. Students are required to provide appropriate attire for each sport.

B. Spectator Admission

1. Students pay admission fees, not to exceed \$30 (per event, per person), to school activities. The site administrator shall determine the admission charges to each "home" high school event.

2. Participation fee includes Athletic Admission Activity Ticket: Student pays \$40 for admission to all "home" high school athletic events (non-tournament competitions).

A. Lost/Damaged Property

1. Student pays for cost of repair or replacement of property.

B. Music Items (Extracurricular) *

1. Pep Band: Students provide a colored polo shirt (general description by band instructor).

2. Band: Students may provide black or white leather shoes as generally described by band instructor.

* *The requirements marked with an asterisk (*) may be waived for students who qualify for free and reduced-priced lunches.*

The ATHLETIC PRE-PARTICIPATION CLEARANCE FORM/PARENT PERMISSION FORM/AND PARENT AND STUDENT NOTIFICATION/AGREEMENT FORM/ILLEGAL STEROID USE are required to be signed, dated and returned to the school in order for a student to participate in interscholastic competitive athletics. A valid physical must be given after May 1, 2017.

If a student is unable to attend practice, he/she must personally contact their coach/sponsor before practice begins. Each coach/sponsor may have specific attendance requirements or procedures for athletes to follow if they will miss a practice.

Student Services

Standards for Student Conduct

5400.6

- I. Introduction.
 - A. Policy Statement. Every District student has the right to an education. The following Standards have been instituted to ensure that right within the context of an orderly and effective educational process. Each student and their parents are required, on their own, to become familiar with these Standards, and to help provide an atmosphere conducive to learning.
 - B. Grounds for Exclusion. A student may be excluded from school if there is reasonable information that the student has committed a prohibited act listed below while on District property, in a vehicle owned, leased, or contracted by a school being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or by his or her designee, or at a school- sponsored activity or athletic event, or any other place where the governing law permits the District to discipline students for prohibited conduct.
 - C. Exclusion from School Grounds and Activities. A student who is excluded from school for a suspension, expulsion, or emergency exclusion shall not enter upon District property, or ride in a vehicle owned, leased, or contracted by the District being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or his or her designee, or participate in or attend a school-sponsored activity or athletic event. Expelled students and students suspended for ten (10) school days or more may enter upon District property for the sole purpose of attending alternative education at a location and time designated by the Director of Student Services.
 - D. Length of Expulsions. Unless specified otherwise within these Standards, the expulsion of a student shall be for the remainder of the semester in which it took effect unless the misconduct occurred within ten (10) school days prior to the end of the first semester, in which case the expulsion shall remain in effect through the second semester, or within ten (10) school days prior to the end of the second semester, in which case the expulsion shall remain in effect for summer school and the first semester of the following school year. Neb. Rev. Stat. §79-283(2).
 - E. Length of Suspension. If there are insufficient school days in the first semester to complete the suspension period, the suspension period will be carried over to the second semester.
 - F. Contact of Legal Authorities. The principal of a school or the principal's designee shall notify as soon as possible the appropriate law enforcement authorities, of the county or city in which the school is located, of any act of a student described in Neb. Rev. Stat. §79-267 which the principal or designee knows or suspects is a violation of the Nebraska Criminal Code. Neb. Rev. Stat. §79- 293(1).
 - G. Sanction to be Followed. If minimum and maximum sanctions are not specified for a specific prohibited act, the recommended sanction shall be imposed.
 - H. Expulsion as Sanction. Expulsion is specified as a sanction for particular conduct because the District's Board of Education finds that the type of conduct for which expulsion is specified has the potential to seriously affect the health, safety, or welfare of the student, other students, staff members, or other persons, or to otherwise seriously interfere with the educational process. Neb. Rev. Stat. §79-262(1).
 - I. Students with Disabilities. Disciplinary procedures for students who have disabilities as defined by the Individuals with Disabilities Education Act and Section 504 of the Rehabilitation Act of 1973 shall be subject to the disciplinary procedures set forth in District Rules 5400.2 and 5400.3 and applicable federal and state law.
 - J. Mandatory Compliance. Students and their parent(s) or guardian(s) are hereby notified that compliance with the District's Standards for Student Conduct is mandatory. It is the responsibility of all students and their parent(s) or guardian(s) to become familiar with these Standards.

II. Violations Against Persons.

- A. Use of Violence. Use of violence, force, coercion, threat, intimidation or similar conduct in a manner that constitutes a substantial interference with school purposes.
1. Pushing, Shoving or Physical Contact Related to Non-injurious Behaviors.
 - a. Maximum Sanction. Short-term suspension.
 - b. Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension.
 2. Fighting. Mutual attempt to physically harm another person through mutual combative physical contact.
 - a. First Offense.
 - (1) Minimum Sanction. Short-term suspension. There is no mandated minimum sanction below grade six (6).
 - (2) Maximum Sanction. Long-term suspension.
 - (3) Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension.
 - (4) Mandatory Action. Legal authorities shall be contacted. Neb. Rev. Stat. §§79-267(1) and 293.
 - b. Additional Offenses.
 - (1) Minimum Sanction. Long-term suspension.
 - (2) Maximum Sanction. Expulsion.
 - (3) Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension or expulsion.
 - (4) Mandatory Action. Legal authorities shall be contacted. Neb. Rev. Stat. §§79-267(1) and 293.
 3. Physical Assault. Initiation of a violent act against another person through aggressive physical contact.
 - a. Minimum Sanction. Long-term suspension. There is no mandated minimum sanction below grade six (6).
 - b. Maximum Sanction. Expulsion.
 - c. Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension or expulsion.
 - d. Mandatory Action. Legal authorities shall be contacted. Neb. Rev. Stat. §§79- 267(1) and 293.
- B. Personal Injury to District Employees, Volunteers, and Students. Causing or attempting to cause personal injury to an employee, a school volunteer, or to any student. Personal injury caused by accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect some other person shall not constitute a violation of this provision. Neb. Rev. Stat. §79- 267(3) and 283(3).
1. Sanctions on School Grounds.
 - a. Maximum Sanction. Expulsion for the remainder of the school year if the misconduct occurs during the first semester. If the misconduct occurs during the second semester the

expulsion shall remain in effect for summer school and may remain in effect for first semester of the following school year. Neb. Rev. Stat. §79-283 (3).

- b. Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension or expulsion.
- c. Mandatory Action. Legal authorities shall be contacted. Neb. Rev. Stat. §§79- 267(3) and 293.

2. Sanctions off School Grounds.

- a. Citation during academic school year or the student admits that he or she has violated subsection II (B).
- b. Extracurricular Maximum Sanction. Curtailment of extracurricular activities for the remainder of the school year if the misconduct occurs during the first semester. If the misconduct occurs during the second semester the curtailment shall remain in effect for summer school and may remain in effect for first semester of the following school year.

C. Use of Threats or Intimidation.

1. Use of Threats (Verbal and Written). All threats, including those alleged to be jokes, will always be taken seriously and are subject to the following disciplinary action.

- a. Level One Threat (Transient). Using a threat as part of a common expression or in a context that the recipient does not feel threatened, frightened, or coerced (e.g., “Oh, I could just kill you for that” or “I will punch you in the nose”).

(1) Maximum Sanction. Short-term suspension.

(2) Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension.

- b. Level Two Threat (Serious Substantive). Using an expression or an implied or veiled threat with the intent of threatening, frightening, or coercing another and the recipient feels threatened, frightened, or coerced (e.g., “I will kill you”).

(1) Minimum Sanction. Short-term suspension. There is no mandated minimum sanction below grade four (4).

(2) Maximum Sanction. Long-term suspension.

(3) Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension.

(4) Mandatory Action. Legal authorities shall be contacted. Neb. Rev. Stat. §§79-267(1) and 293.

- c. Level Three Threat (Very Serious Substantive). Threatening to kill or injure another person or threatening to damage property with potential for personal injury, without possessing a weapon or other object that could kill or injure the threatened or intimidated person, and the student describes how it will be done, including any threats that concern dangerous chemical substances, biochemical attacks, or bioterrorism.

(1) Minimum Sanction. Long-term suspension. There is no mandated minimum sanction below grade four (4).

(2) Maximum Sanction. Expulsion.

(3) Extracurricular Sanction. Suspension from extracurricular activities during the time of

suspension or expulsion.

(4) Mandatory Action. Legal authorities shall be contacted. Neb. Rev. Stat. §§79-267(1) and 293.

d. Threatening with an Object. Threatening with an object which looks like a weapon or an object that could be used to injure someone. To qualify as a look- a-like weapon, the object must closely resemble a real weapon in size, shape, and color even when examined up close.

(1) Minimum Sanction. Long-term suspension.

(2) Maximum Sanction. Expulsion.

(3) Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension or expulsion.

(4) Mandatory Action. Legal authorities shall be contacted. Neb. Rev. Stat. §§79-267(1) and 293.

2. Bomb or Terroristic Threat (Verbal or Written). Threatening to use any type of explosive or incendiary device generally referred to as a bomb to injure a person(s) or destroy property.

a. Minimum Sanction. Mandatory expulsion.

b. Extracurricular Sanction. Suspension from extracurricular activities during the time of expulsion.

c. Mandatory Action. Legal authorities shall be contacted. Neb. Rev. Stat. §28- 1221; Neb. Rev. Stat. §§79-267(1) and 293.

D. Firearms, Explosives, and Weapons.

1. Firearms, Etc. Knowingly possessing, handling, transmitting, using, intimidating with, or threatening with any firearm, explosive, or destructive device. For purposes of this subsection II(D)(1), firearm means any weapon, including a starter gun, which will or is designed to or may readily be converted to expel a projectile by the action of an explosive, or the frame or receiver of any such weapon, or any firearm muffler or firearm silencer, or any destructive device. Such term does not include an antique firearm.

a. Sanctions on School Grounds.

(1) Minimum Sanction. Mandatory expulsion for one (1) year.

(2) Extracurricular Sanction. Suspension from extracurricular activities during the time of expulsion.

(3) Mandatory Action. Legal authorities shall be contacted. Neb. Rev. Stat. §§28-1202 to 1204.04, 1215, 1216 and 1220; Neb. Rev. Stat. §§79-267 (5) and 293.

b. Sanctions off School Grounds.

(1) Citation for illegal possession of a weapon during academic school year or the student admits that he or she has violated subsection II(D).

(2) Extracurricular Sanction. Curtailment of extracurricular activities for one (1) year.

2. Use and Possession of Dangerous Weapons. Using, intimidating with, threatening with, handling, transmitting, possessing on one's person or in one's vehicle any dangerous

weapon, including but not limited to any stun gun, paint ball gun, air soft gun, B.B. gun, or pellet gun.

- a. Sanctions on School Grounds.
 - (1) Minimum Sanction. Twenty (20) day expulsion.
 - (2) Maximum Sanction. Expulsion for one (1) year.
 - (3) Extracurricular Sanction. Suspension from extracurricular activities during the time of expulsion.
 - (4) Mandatory Action. Legal authorities shall be contacted. Neb. Rev. Stat. §§28-1202 to 1204.04; Neb. Rev. Stat. §§79-267 (5) and 293.
 - b. Sanctions off School Grounds.
 - (1) Citation for illegal possession of a weapon during academic school year or the student admits that he or she has violated subsection II (D).
 - (2) Extracurricular Minimum Sanction. Curtailment of extracurricular activities for twenty (20) days.
 - (3) Extracurricular Maximum Sanction. Curtailment of extracurricular activities for one (1) year.
3. Other Dangerous Weapons. Using or threatening with a knife, throwing star, brass knuckles, chemical substances (including, but not limited to, mace, pepper guns, and bleach), and any other objects that could be used to injure a person.
- a. Sanctions on School Grounds.
 - (1) Minimum Sanction. Long term Suspension.
 - (2) Maximum Sanction. Expulsion for the remainder of the school year if the misconduct occurs during the first semester. If the misconduct occurs during the second semester the expulsion shall remain in effect for summer school and may remain in effect for first semester of the following school year. Neb. Rev. Stat. §79-283 (3).
 - (3) Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension or expulsion.
 - (4) Mandatory Action. Legal authorities shall be contacted. Neb. Rev. Stat. §§28-1202 to 1204.04; Neb. Rev. Stat. §§79-267 (5) and 293.
 - b. Sanctions off School Grounds.
 - (1) Citation during academic school year or the student admits that he or she has violated subsection II (D).
 - (2) Extracurricular Minimum Sanction. Curtailment of extracurricular activities for six (6) days.
 - (3) Extracurricular Maximum Sanction. Curtailment of extracurricular activities for the remainder of the school year if the misconduct occurs during the first semester. If the misconduct occurs during the second semester the curtailment shall remain in effect for summer school and may remain in effect for first semester of the following school year.
4. Possession of Certain Prohibited Objects. Knowingly possessing, handling, or transmitting knives, throwing stars, brass knuckles, or other objects not enumerated above which could cause injury.

- a. Minimum Sanction. Short-term suspension.
 - b. Maximum Sanction. Expulsion.
 - c. Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension or expulsion.
5. Possession of Look-a-Like Weapons. Knowingly possessing a look-a-like weapon. The object must closely resemble a real weapon in size, shape, and color even when examined up close.
- a. Minimum Sanction. Short-term suspension.
 - b. Maximum Sanction. Long-term suspension.
 - c. Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension.
6. Exception for Certain Firearms. Subsection II(D) shall not apply to:
- a. The issuance of firearms to or possession of firearms by members of the Reserve Officers Training Corps when training;
 - b. Firearms which may lawfully be possessed by the person receiving instruction under the immediate supervision of an adult instructor who may lawfully possess firearms; or
 - c. Firearms and guns which may lawfully be possessed and used off school grounds, not at a school function, activity, or event.
- E. Extortion. Threatening or intimidating any student for the purpose of or with the intent of obtaining money or anything of value from such student.
- 1. Maximum Sanction. Expulsion.
 - 2. Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension or expulsion.
 - 3. Mandatory Action. Legal authorities shall be contacted. Neb. Rev. Stat. §§79-267(4) and 293.
- F. Sexual Assault or Attempted Sexual Assault. Any sexual assault or attempt to sexually assault any person. Sexual assault shall mean sexual assault in the first or second degree as defined in Section IX (EE) of this Rule and Neb. Rev. Stat. §§28-319 and 320, or sexual assault of a child in the first, second or third degree as defined in Section IX (EE) of this Rule and Neb. Rev. Stat. §§28-319.01 and 320.01. Neb. Rev. Stat. §79-267(9).
- 1. Sanctions on School Grounds.
 - a. Minimum Sanction. Mandatory expulsion for one (1) year and possible reassignment upon return.
 - b. Extracurricular Sanction. Suspension from extracurricular activities during the time of expulsion.
 - c. Mandatory Action. Legal authorities shall be contacted. Neb. Rev. Stat. §§79- 267(9) and 293.
 - 2. Sanctions off School Grounds.
 - a. Minimum Sanction. Curtailment of extracurricular activities for one (1) year.
 - b. Maximum Sanction. Expulsion for one (1) year. A complaint must have been

filed by a prosecutor in a court of competent jurisdiction alleging that the student has sexually assaulted or attempted to sexually assault any person off school grounds not at a school function, activity, or event, and the student's presence at school has a direct and immediate effect on maintaining discipline, order, or safety in the school. Neb. Rev. Stat. §79-267(9).

c. Extracurricular Sanction. Suspension from extracurricular activities during the time of expulsion.

G. Sexual Contact. The intentional touching of another person's sexual or intimate parts or the intentional touching of another person's clothing covering the immediate area of the other person's sexual or intimate parts, without the consent of the other person. Sexual contact also includes the non-consensual touching by the other person of the actor's sexual or intimate parts or the clothing covering the immediate area of the actor's sexual or intimate parts when such touching is intentionally caused by the actor. The sexual contact must be such that it can be reasonably construed as being for the purpose of sexual arousal or gratification of either party. Neb. Rev. Stat. §§28-318(5) and 320.

1. Sanctions on School Grounds.

a. Minimum Sanction. Short-term suspension.

b. Maximum Sanction. Expulsion.

c. Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension or expulsion.

d. Mandatory Action. Legal authorities must be contacted upon the request of the offended party. Neb. Rev. Stat. §79-293.

2. Sanctions off School Grounds.

a. Citation during academic school year or the student admits that he or she has violated subsection II (G).

b. Extracurricular Minimum Sanction. Curtailment of extracurricular activities for up to five (5) days.

c. Extracurricular Maximum Sanction. Curtailment of extracurricular activities for the remainder of the semester unless the misconduct occurred within ten (10) school days prior to the end of the first semester, in which case the curtailment shall remain in effect through the second semester.

H. Sexual Harassment. Unwanted or unwelcome activity of a sexual nature which materially interferes with or substantially disrupts the educational process. This may include, but is not limited to, unwanted touching, pinching, patting, verbal comments of a sexual nature, sexual name-calling, pressure to engage in sexual activity, repeated propositions, written messages, notes, cartoons or graffiti of a sexual nature, and unwanted body contact.

1. Maximum Sanction. Expulsion.

2. Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension or expulsion.

I. Harassment. Any intentionally hurtful, demeaning, or disparaging acts, words, symbolic representations, or behavior used by a student or students against another student, students or staff member(s) that is disruptive of the educational process. This includes, but is not limited to, verbal, physical, visual, or graphic actions such as name-calling, taunting, mocking, slandering, humiliating, defaming, teasing, pestering; and making derogatory remarks, demeaning jokes, disparaging drawings or notes.

1. Maximum Sanction. Expulsion.
2. Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension or expulsion.

J. Bullying. Any ongoing intentionally hostile or offensive verbal, written, graphic, demonstrative, electronic, or physical act used by a student or student(s) against another student or student(s) that has the purpose of exerting domination over another student through the act of intimidating, frightening, oppressing, retaliating, or adversely controlling the student, and that is disruptive of the educational process or any ongoing pattern of physical, verbal, written, graphic, demonstrative or electronic abuse, on District property, in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or his or her designee, or at a school-sponsored activity or athletic event, or any other place where the governing law permits the District to discipline students for prohibited conduct. This may include, but is not limited to, verbal, graphic, written or electronic activities such as name-calling, taunting, blackmailing, inciting to fight, terrorizing, threatening, or physical or demonstrative activities such as poking, blocking or impeding, following, hair pulling, mock hitting motions, intentionally bumping, tripping, and damaging clothing.

1. Maximum Sanction. Expulsion.
2. Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension or expulsion.

K. Hazing. Any activity by which a person intentionally or recklessly endangers the physical or mental health or safety of an individual for the purpose of initiation into, admission into, affiliation with, or continued membership with or participation in any group or activity. Such hazing activity shall include, but shall not be limited to the following: whipping; beating; branding; forced and prolonged calisthenics; prolonged exposure to the elements; forced consumption of any food, liquor, beverage, drug, or harmful substance not generally intended for human consumption; prolonged sleep deprivation; harassing by exacting unnecessary or disagreeable work, banter, ridicule, or criticism; or any brutal treatment or the performance of any unlawful act which endangers the physical or mental health or safety of any person. Consent to the hazing by the student(s) shall not be a defense to hazing.

1. Maximum Sanction. Expulsion.
2. Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension or expulsion.

III. Violations Against Public Health and Safety.

A. Possession of Alcohol or other Drugs. Possession or use of an illegal narcotic drug, controlled substance, mood-altering or behavior-affecting substance, or look-a-like substance, or possession or use of a prescribed medication by a student for whom the prescribed medication was not prescribed, or possession or use of drug paraphernalia. Possession or use of alcohol or an alcohol-containing beverage or liquor capable of human consumption.

1. Sanctions on School Grounds.
 - a. First Offense. Suspension for nineteen (19) school days. Parents, at their own expense, may choose to participate in a District-approved suspension reduction program. Successful completion of this program may reduce the suspension and curtailment of extracurricular activities by a maximum of nine (9) school days (results in a total of ten (10) days out of school).
 - b. Additional Offenses. Mandatory expulsion. Prior violations of subsections III (A), (B), (C), (D), or (F) will be included as previous offenses.
 - c. Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension or expulsion.

d. Mandatory Action. Legal authorities shall be contacted. Neb. Rev. Stat. §§79- 267(6) and 293.

2. Sanctions off School Grounds.

a. Citation during academic school year or the student admits that he or she has violated subsection III (A).

(1) First Offense. Curtailment of extracurricular activities for nineteen (19) school days. Parents, at their own expense, may choose to participate in a District-approved suspension reduction program. Successful completion of this program may reduce the curtailment of extracurricular activities by a maximum of nine (9) school days (results in a total of ten (10) school days curtailment of extracurricular activities).

(i) Students who self-report to a building administrator or coach or extracurricular activity sponsor, that he or she has violated subsection III(A), by self-reporting their violation the morning of the next school day following the violation, or if the next day following the violation is not a school day but extracurricular practices, activities, or games are being held and the student self- reports to a building administrator or coach or sponsor before the extracurricular practices, activities, or games commence, then the curtailment of extracurricular activities will be reduced to seventeen (17) days with the possibility of reduction to eight (8) days upon the completion of the District-approved suspension reduction program.

(2) Additional Offenses. Prior violations of subsections III(A), (B), (C), (D), or (F) on or off school grounds will be included as previous offenses.

(i) Extracurricular Sanction. Curtailment of extracurricular activities for the remainder of the semester unless the misconduct occurred within ten (10) school days prior to the end of the first semester, in which case the curtailment shall remain in effect through the second semester.

~~C.B.~~ Distribution of Alcohol or other Drugs. Distribution or attempted distribution to or receipt or attempted receipt from, any other person, of any illegal narcotic drug, controlled substance, look- a-like substance, mood-altering or behavior affecting substance, or alcohol.

1. Sanctions on School Grounds.

a. Minimum Sanction. Expulsion.

b. Extracurricular Sanction. Suspension from extracurricular activities during the time of expulsion.

c. Mandatory Action. Legal authorities shall be contacted. Neb. Rev. Stat. §§79- 267(6) and 293.

2. Sanctions off School Grounds.

a. Citation during academic school year or the student admits that he or she has violated subsection III (B).

b. Extracurricular Sanction. Curtailment of extracurricular activities for the remainder of the semester unless the misconduct occurred within ten (10) school days prior to the end of the first semester, in which case the curtailment shall remain in effect through the second semester.

~~D.C.~~ Possession, Use and Transportation of Medications. The possession, use, and transportation of prescribed and non-prescribed medications shall be in accordance with the following rules.

1. Possession of Medications (Preschool and Elementary Levels). Possession of prescribed or non-prescribed medications, or possession of prescribed or non-prescribed medications on school grounds during transportation to and from school, is prohibited. Elementary school students may possess and use glucose tablets and inhalers according to the provisions of Rule 5600.2.
 - a. First Offense.
 - (1) Minimum Sanction. Short-term suspension.
 - (2) Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension.
 - b. Additional Offenses.
 - (1) Maximum Sanction. Expulsion. Prior violations of subsections III (A), (B), (C), (D), or (F) will be included as previous offenses.
 - (2) Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension or expulsion.
2. Possession of Medications (Middle School Level). Possession of prescribed or non-prescribed medications, or possession of prescribed medications on school grounds during transportation to and from school, is prohibited. Middle school students may transport non-prescribed medications to and from school but must turn it into the nurse upon arrival at school. Middle school students may possess and use glucose tablets and inhalers according to the provisions of Rule 5600.2.
 - a. First Offense.
 - (1) Minimum Sanction. Short-term suspension.
 - (2) Maximum Sanction. Suspension for nineteen (19) school days. Parents, at their own expense, may choose to participate in a District- approved suspension reduction program. Successful completion of this program may reduce the suspension and curtailment of extracurricular activities by a maximum of nine (9) school days (results in a total of ten (10) school days curtailment of extracurricular activities).
 - (3) Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension.
 - b. Additional Offenses.
 - (1) Maximum Sanction. Expulsion. Prior violations of subsections III (A), (B), (C), (D), or (F) will be included as previous offenses.
 - (2) Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension or expulsion.
3. Possession of Medications (High School Level). Possession of prescribed medications is prohibited. High school students may possess non-prescribed medications, but they may not possess prescribed medications except in transport to and from school. Prescribed medications must be turned into the nurse upon arrival at school. High school students may possess and use glucose tablets and inhalers according to the provisions of Rule 5600.2.
 - a. First Offense.

- (1) Maximum Sanction. Suspension for nineteen (19) school days.

Parents, at their own expense, may choose to participate in a District- approved suspension reduction program. Successful completion of this program may reduce the suspension and curtailment of extracurricular activities by a maximum of nine (9) school days (results in a total of ten (10) school days curtailment of extracurricular activities).

- (2) Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension.

b. Additional Offenses.

- (1) Maximum Sanction. Expulsion. Prior violations of subsections III (A), (B), (C), (D), or (F) will be included as previous offenses.
- (2) Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension or expulsion.

D. Distribution of Prescribed Medications. Distribution or attempted distribution to or receipt or attempted receipt from any other person, of any prescribed medication.

1. Minimum Sanction. Long-term suspension.
2. Maximum Sanction. Expulsion.
3. Additional Offenses.
 - a. Minimum Sanction. Expulsion.
4. Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension or expulsion.
5. Mandatory Action. Legal authorities shall be contacted. Neb. Rev. Stat. §§79-267(6) and 293.

E. Distribution of Non-Prescribed Medications. Distribution or attempted distribution to or receipt or attempted receipt from any other person, of any non-prescribed medication.

1. First Offense. Short-term suspension.
2. Additional Offenses.
 - a. Minimum Sanction. Long-term suspension.
 - b. Maximum Sanction. Expulsion.
3. Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension or expulsion.

F. Under the Influence of Alcohol or Other Drugs. Being intoxicated or under the influence of any illegal narcotic drug, controlled substance, prescribed medication by a student for whom the prescribed medication was not prescribed, mood-altering or behavior-affecting substance, or alcohol.

1. Sanctions on School Grounds.
 - a. First Offense. Suspension for nineteen (19) school days. Parents, at their own expense, may choose to participate in a District-approved suspension reduction program. Successful completion of this program may reduce the suspension and curtailment of extracurricular activities by a maximum of nine (9) school days (results in a total of ten (10) days out of school).
 - b. Additional Offenses. Mandatory expulsion. Prior violations of subsections III (A), (B), (C), (D), or (F) will be included as previous offenses.

- c. Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension or expulsion.
- d. Mandatory Action. Legal authorities shall be contacted. Neb. Rev. Stat. §§79- 267(6) and 293.

2. Sanctions off School Grounds.

- a. Citation during academic school year or the student admits that he or she has violated subsection III (F).

- (1) First Offense. Curtailment of extracurricular activities for nineteen (19) school days. Parents, at their own expense, may choose to participate in a District-approved suspension reduction program. Successful completion of this program may reduce the curtailment of extracurricular activities by a maximum of nine (9) school days (results in a total of ten (10) school days curtailment of extracurricular activities).

- (a) Students who self-report to a building administrator or coach or extracurricular activity sponsor, that he or she has violated subsection III(A), by self-reporting their violation the morning of the next school day following the violation, or if the next day following the violation is not a school day but extracurricular practices, activities, or games are being held and the student self-reports to a building administrator or coach or sponsor before the extracurricular practices, activities, or games commence, then the curtailment of extracurricular activities will be reduced to seventeen (17) days with the possibility of reduction to eight (8) days upon the completion of the District-approved suspension reduction program.

- (2) Additional Offenses. Prior violations of subsections III(A), (B), (C), (D), or (F) on or off school grounds will be included as previous offenses.

- (a) Extracurricular Sanction. Curtailment of extracurricular activities for the remainder of the semester unless the misconduct occurred within ten (10) school days prior to the end of the first semester, in which case the curtailment shall remain in effect through the second semester.

G. Exposure to Bodily Fluids. Intentionally spitting, throwing, wiping, or otherwise dispersing bodily fluids on or to another student or staff member for the purpose of infecting, inciting, demeaning, or intimidating that person.

- 1. Maximum Sanction. Expulsion.

- 2. Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension or expulsion.

H. Tobacco and E-Cigarette Products. Possession or use of tobacco products or e-cigarette type products.

- 1. Maximum Sanction. Long-term suspension.

- 2. Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension.

I. Possession or Use of Fireworks. Possession or use of fireworks of any description.

1. Maximum Sanction. Expulsion.
2. Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension or expulsion.

IV. Violations against Public Decency and Good Morals.

- A. Public Indecency. Behavior resulting in public indecency (see definition). This subsection shall apply only to students above grade five (5). Neb. Rev. Stat. §79-267(7).
 1. Maximum Sanction. Expulsion.
 2. Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension or expulsion.
- B. Profanity and Obscenity. Verbal, written or electronic language, communications, pictures, photos, videos, digital images, drawings or materials of any kind that are reasonably offensive or repulsive to the person hearing, viewing or receiving the same and which is disruptive of the educational process.
 1. Maximum Sanction. Expulsion.
 2. Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension or expulsion.
- C. Pornography. Any picture, photo, video, digital image, drawing or materials of any kind that in the reasonable judgment of school administrators constitute child pornography, pornography, or obscene materials pursuant to Neb. Rev. Stat. §§ 28-807, 808, 1463.02 or 1463.03, whether or not a citation is issued by a law enforcement officer or prosecuting authority.
 1. Maximum Sanction. Expulsion.
 2. Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension or expulsion.
- D. Disparaging Language/Symbolism. Disparaging or demeaning language or symbolic actions of any kind including, but not limited to gestures or language that is intended to disparage, demean, or subject another student or staff member to ridicule.
 1. Maximum Sanction. Expulsion.
 2. Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension or expulsion.
- E. Secret Organizations/Gangs. Participation or membership in any secret fraternity, sorority, club, association, or organization is prohibited. The wearing of any ring, pin, or insignia of such a secret organization is also prohibited. Organizations or gangs, which initiate, advocate, or promote violence, drug or alcohol use, sex, criminal activity, or activities which disrupt the school environment or threaten the safety or wellbeing of persons or property, and which identify themselves through the use of a name, geographic territory, unique appearance, or language, are a substantial disruption to and material interference with the educational environment, and are prohibited. The use of hand signals, graffiti, or the presence of any apparel, jewelry, accessory, or manner of grooming which, by virtue of its color, arrangement, trademark, symbol, or other attributes indicates or implies membership in or affiliation with such a group, constitutes a substantial disruption to and material interference with the educational environment, and are prohibited.
 1. Maximum Sanction. Expulsion.
 2. Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension or expulsion.

V. Violations against Property.

- A. Damage to Property. Willfully causing or attempting to cause substantial damage or participating in behavior that results in negligent damage to property, or repeated damage to property. This shall include school property lent to the student which the student damages. As to any such damaged property, the student's parent(s) or guardian(s) shall be liable for the damage to the school property. Neb. Rev. Stat. §79-267(2).
1. Maximum Sanction. Expulsion.
 2. Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension or expulsion.
 3. Mandatory Action. Legal authorities shall be contacted when the value of the property is five hundred dollars (\$500.00) or more. Neb. Rev. Stat. §28-519; Neb. Rev. Stat. §§79- 267(2) and 293.
- B. Theft/Larceny. Stealing or attempting to steal property, or repeated theft of property. This will include school property lent to a student that is not returned upon demand by an authorized staff member and for which there is no reasonable justification for the failure to return the property. Neb. Rev. Stat. §79-267(2).
1. Maximum Sanction. Expulsion.
 2. Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension or expulsion.
 3. Mandatory Action. Legal authorities shall be contacted when the value of the property is five hundred dollars (\$500.00) or more. Neb. Rev. Stat. §§28-511 and 518; Neb. Rev. Stat. §79-267(2) and 293.
 4. Sanctions off School Grounds. Committing burglary or theft which constitutes a felony provided the student has received a citation by a law enforcement officer which involves the offense subject to this subsection or the student admits that he or she has violated subsection V(B).
 - a. Extracurricular Maximum Sanction. Curtailment of extracurricular activities for the remainder of the semester unless the misconduct occurred within ten (10) school days prior to the end of the first semester, in which case the curtailment shall remain in effect through the second semester.
- C. Arson or False Fire Alarm. Intentionally starting a fire. Use of any fire causing agents to start or attempt to start a fire. Purposely or knowingly causing a false fire alarm. Neb. Rev. Stat. §§28- 502 to 504 and 907; Neb. Rev. Stat. §79-267(10).
1. Minimum Sanction. Short-term suspension.
 2. Maximum Sanction. Expulsion.
 3. Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension or expulsion.
 4. Mandatory Action. Legal authorities shall be contacted if it is believed the arson was criminal. Neb. Rev. Stat. §§28-502 to 504 and 907; Neb. Rev. Stat. §§79-267(10) and 293.
- D. False Alarm or Report. Purposely making a false alarm or false report, or purposely furnishing false information or making a communication or statement, whether verbal, written or electronic, concerning the existence of any bomb, explosive device, weapon, firearm, dangerous chemical substance, or biochemical or terroristic device, or concerning an intent or attempt to be made to kill, injure, or intimidate any individual or to use, possess, or bring on to District property or to any District activity or event any bomb, explosive device, weapon, firearm, dangerous chemical

substance, or biochemical or terroristic device, or concerning the need for medical, police, or emergency services or procedures. Neb. Rev. Stat. §§28-907 and 1221; Neb. Rev. Stat. §79- 267(10).

1. Minimum Sanction. Short-term suspension.
2. Maximum Sanction. Expulsion.
3. Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension or expulsion.
4. Mandatory Action. Legal authorities shall be contacted. Neb. Rev. Stat. §§28-907 and 1221; Neb. Rev. Stat. §§79-267(10) and 293.

E. Computers. Direct or indirect use of District computers, computer networks, or computer systems, which involves offensive, personal, commercial, and/or religious messages, or any unauthorized access or use of a District computer, computer network, or computer system which violates District policy or state or federal law. Neb. Rev. Stat. §§28-1341 to 1348; Neb. Rev. Stat. §79- 267(10).

1. Maximum Sanction. Expulsion.
2. Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension or expulsion.
3. Mandatory Action. Legal authorities shall be contacted if the action constitutes a felony. Neb. Rev. Stat. §§28-1341 to 1348; Neb. Rev. Stat. §§79-267(10) and 293.

VI. Violations against School Administration.

A. Tardy/Truancy. Unauthorized absence from school. Neb. Rev. Stat. §§79-201 and 209.

1. Maximum Sanction. Short-term suspension.
2. Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension.

B. Gambling. Playing any game of chance for money or other stakes. Neb. Rev. Stat. §79-267(10).

1. Maximum Sanction. Expulsion.
2. Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension or expulsion.

C. Dishonesty. Dishonesty that interferes with the educational process.

1. Maximum Sanction. Expulsion.
2. Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension or expulsion.

D. Dress Code Violation. Failure to comply with established building dress code.

1. Maximum Sanction. Long-term suspension.
2. Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension.

E. Failure to Report. Failure to comply with assigned discipline consequence.

1. Maximum Sanction. Long-term suspension.
2. Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension.

- F. Failure to Comply. Failure to follow established building rules, and procedures.
1. Maximum Sanction. Long-term suspension.
 2. Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension.
- G. Open Campus/Unauthorized Area Violation. Violating established open campus rules and/or being in an unauthorized location without permission.
1. Maximum Sanction. Long-term suspension.
 2. Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension.
- H. Cheating or Plagiarism. Cheating on examinations including but not limited to ELO examinations. Plagiarism on projects including but not limited to reports, research papers, and portfolios.
1. Maximum Sanction. Long-term suspension.
 2. Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension.
- I. Insubordination. Disrespect for, defying authority of, or refusing to obey requests or directions of teachers, school officials or school employees.
1. Maximum Sanction. Expulsion.
 2. Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension or expulsion.
- J. Disruptive Behavior. Behavior or possession of any item that materially interferes with or substantially disrupts class work, school activities, or the educational process.
1. Maximum Sanction. Expulsion.
 2. Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension or expulsion.
- K. Nuisance Items. Any item in a student's possession that is sufficiently annoying, offensive, unpleasant, or obnoxious that it substantially interferes with or materially interrupts the educational process. These items may include, but are not limited to all electronic devices.
1. Maximum Sanction. Expulsion.
 2. Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension or expulsion.
- L. Unlawful Activity. Engaging in any unlawful activity not specifically covered herein, which constitutes a danger to other students or school personnel, or interferes with school purposes or the educational process. Neb. Rev. Stat. §79-267(10).
1. Maximum Sanction. Expulsion.
 2. Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension or expulsion.
- M. False Complaints. False accusations or complaints against another student or staff member.
1. Maximum Sanction. Long-term suspension.
 2. Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension.

- N. Student Identification. Failure of a high school student to present the school approved student identification card upon the request of a District staff member while on District property, in a vehicle owned, leased, or contracted by a school being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or by his or her designee, or at a school- sponsored activity or athletic event, or any other place where the governing law permits the District to discipline students for prohibited conduct.
1. Maximum Sanction. Short-term suspension.
 2. Extracurricular Sanction. Suspension from extracurricular activities during the time of suspension.

VII. Repeated Offenses or Series of Prohibited Conduct.

- A. Two (2) or more violations of prohibited conduct or violation of two (2) or more of the acts prohibited herein within the current building level, which constitute a substantial interference with school purposes. Neb. Rev. Stat. §79-267(11).
1. Sanction. Unless otherwise provided herein, prohibited conduct otherwise subject to short-term suspension may be subject to long-term suspension; conduct otherwise subject to long-term suspension may be subject to expulsion; prohibited conduct initially subject to expulsion may be again subject to expulsion.

VIII. Curtailment of Extracurricular Activities.

- A. General Statement. When reasonably necessary to aid the student, further school purposes, or prevent interference with the educational process, the District shall curtail a student's participation in District extracurricular activities. Students shall not be permitted to be on District property or participate in or attend District-sponsored extracurricular activities during the time period that the student is excluded from school for disciplinary reasons. In addition, students may be curtailed from extracurricular activities for misconduct taking place off school grounds and not at a school function, activity, or event. Curtailment may also occur outside the academic school year if the misconduct takes place during a school sponsored activity pursuant to the provisions of this section.
- B. Period of Ineligibility for Conduct on School Grounds.
1. Period of Ineligibility. During any time period that a student is excluded from school due to short-term suspension, long-term suspension, expulsion, or emergency exclusion for conduct occurring on District property, in a vehicle owned, leased, or contracted by a school being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or by his or her designee, or at a school-sponsored activity or athletic event, or any other place where the governing law permits the District to discipline students for prohibited conduct, the student so excluded shall also be ineligible for participation in extracurricular activities for the entire period of exclusion, and will also be prohibited from being on District property or attending any District-sponsored extracurricular events during the period of exclusion from school.
- C. Period of Ineligibility for Conduct off School Grounds.
1. Period of Ineligibility. The prohibited conduct contained in Sections II (B), (D), (F), and (G), III (A), (B), and (F), and V (B) of this Rule, shall subject the student to the periods of ineligibility for extracurricular activities therein provided for conduct occurring off school grounds and not at a school event during the academic school year.
- D. District Events During Ineligibility Period. Students who are ineligible for participation in extracurricular activities will also be prohibited from attending any District-sponsored extracurricular events during the ineligibility period.
- E. Effective Following Semester if Necessary. The ineligibility period shall remain in effect during the following semester (including the following school year) if there are insufficient school days in the semester to complete the ineligibility period.

- F. Extracurricular Commutation. Penalties assigned under this Section may be reduced by the Superintendent or Superintendent's designee upon the successful completion of counseling, community service, or other alternatives to curtailment set by the District. The District shall have the sole discretion in determining whether the student is eligible for commutation, and what form the counseling, community service, or other alternatives to curtailment must be successfully completed before commutation may take place. Any costs associated with counseling, community service, or other alternatives to curtailment shall be borne by the student or the student's parent(s) or guardian(s).
- G. Effective Date. The effective date of the curtailment of extracurricular activities shall be the date that the principal or principal's designee provides the student with the oral or written notice of the charges, except the principal shall not issue a letter of curtailment until there is a student admission, court decision or citation.

IX. DEFINITIONS.

- A. "Academic school year" shall mean the time students are in school during the dates and times set by the school calendar and adopted by the Board, including summer school.
- B. "Alcoholic beverage" shall mean any substance subject to the jurisdiction of the Nebraska Liquor Commission.
- C. "Citation" shall mean a written complaint, writ, summons, requirement to appear, ticket, uniform citation form, decree, notice, warrant, indictment, information, or other legal process issued by a law enforcement officer or prosecuting authority, which charges the student with committing an offense against the law, whether given directly to the student or the student's parent or guardian, or forwarded to a federal, state, county, or municipal attorney, prosecutor, or prosecuting authority.
- D. "Controlled substance" shall mean opiates, opium derivatives, depressants, stimulants, and the substances and derivatives as defined by Neb. Rev. Stat. §28-401(4) including, but not limited to, "uppers", "downers", barbiturates, amphetamines, LSD, heroin, hashish, hallucinogenic substances, cocaine, and substances such as glue, to the extent any such substance is used for the purpose of mood or behavior alteration by a student, and any other substance which alters the mood or behavior and which is not taken for medical purposes (e.g., steroids).
- E. "Current building level" shall mean the current education level in which the student is enrolled (i.e., grades 9-12 are the high school building level, grades 6-8 are the middle school building level, and grades K-5 are the elementary school building level).
- F. "Curtailment of extracurricular activities" shall mean that the student is ineligible for participation in or attending any extracurricular activities. During any time that a student is excluded from school for conduct occurring while within school jurisdiction, the student is ineligible for participation in or attending any extracurricular activities.
- G. "Destructive device" shall mean (1) any explosive, incendiary, chemical or biological poison, or poison gas-bomb, grenade, rocket having a propellant charge of more than four (4) ounces, missile having an explosive or incendiary charge of more than one-quarter ounce, mine, booby trap, Molotov cocktail, bottle or pipe bomb, vessel or container intentionally caused to rupture or mechanically explode or device similar to any of the devices described in the proceeding clauses; (2) any type of weapon (other than a shotgun shell which is generally recognized as particularly suitable for sporting purposes) by whatever name known which will, or which may be readily converted to expel a projectile by the action of an explosive or other propellant, and which has any barrel with a bore of more than one-half inch in diameter; and (3) any combination of parts either designed or intended for use in converting any device into any destructive device or from which a destructive device may be readily assembled.
- H. "Distribution or attempted distribution to or receipt or attempted receipt from, any other person" shall mean all actions, activities, and communications, whether verbal, written, or electronic, involved with the transfer or attempt to transfer, or the receipt or attempt to receive any illegal narcotic drug, controlled substance, look-a-like substance, mood-altering or behavior affecting substance, alcohol, prescribed medications, or non-prescribed medications. These terms shall be broadly construed and

interpreted to include, but not be limited to, any and all actions, activities, and communications concerning the sale, transfer, trading, offering, gifting, receiving, purchasing, soliciting, and/or acceptance of the aforesaid substances, whether or not a transfer is actually made, and whether or not the student comes into actual possession thereof.

- I. “Drug paraphernalia” shall mean all equipment, products, materials, and items which are used, intended for use, altered for use, or designed for use, in manufacturing, injecting, ingesting, inhaling, vaporizing, or otherwise introducing into the human body any controlled substance.
- J. “Exclusion” shall mean that time period a student is excluded from school during short-term suspension, long-term suspension, emergency exclusion, or expulsion. It may also mean that time period that the student is mandatorily reassigned.
- K. “Expulsion” shall mean exclusion from all schools in the District (except the location designated for alternative education).
- L. “Extracurricular activities” shall mean all athletic teams, activities, groups, clubs, homecomings, proms, dances, graduation ceremonies, and all other organizations or events sponsored by or associated with the District which are not part of the District curriculum.
- M. “Firearms” shall mean (1) any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; (2) the frame or receiver of any such weapon; (3) any firearm muffler or firearm silencer; or (4) any destructive device. Such term does not include an antique firearm.
- N. “Illegal narcotic drug” shall mean the illegal substances as defined by Neb. Rev. Stat. §28-401(15).
- O. “Ineligibility period” shall mean that period of time that a District student is prohibited from participating in and/or attending any District extracurricular activities.
- P. “Injury” shall mean damage to a person that results in a specific wound or wounds that requires first aid treatment or a physician’s care.
- Q. “Long-term suspension” shall mean exclusion from all schools in the District for more than five (5) school days but less than twenty (20) school days. If there are insufficient school days in the first semester to complete the suspension period, the suspension period will be carried over to the second semester.
- R. “Look-a-like substance” (also known as imitation controlled substance) shall mean any substance which is not a controlled substance, but which by its appearance (including, but not limited to, color, shape, size, markings, or packaging) or by representations made, induce or are intended to induce, persons to believe that the substance is a controlled substance. “Look-a-like substance” shall include any beverage containing alcohol or a beverage that is represented to contain alcohol.
- S. “Medication” shall be broadly defined and shall mean all prescribed medications, over the counter and other non-prescribed medications, and all chemical substances, compounds, homeopathic substances, herbs, vitamins, and/or devices, which purport to aid in a person’s health or well-being or are intended for use in the diagnoses, cure, mitigation, treatment, or prevention of diseases, or are intended to affect the structure or any function of the body; and any device, instrument, apparatus, implement, machine, contrivance, implant, or other similar or related article, including any component part or accessory, which is prescribed by a physician, physician assistant, or advanced practice registered nurse, and dispensed by a pharmacist or other person authorized by law.
- T. “Non-prescribed medication” shall mean all medications which are available without a prescription or order from a person who is licensed under the laws of Nebraska to prescribe medications.
- U. “On school grounds” shall mean on District property, in a vehicle owned, leased, or contracted by the District being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or his or her designee, or at a school-sponsored activity or athletic event, or any other place where the governing law permits the District to discipline students for prohibited conduct.
- V. “One year” shall mean the three hundred sixty-five (365) days that follow the acts at issue.

- W. “Possession of a substance” shall mean situations where a student has on his person, within his personal property, within his vehicle, within school property assigned to him or under his control, a substance prohibited under this Rule, while on school property or at a school sponsored or school- related activity or event. Small or trace amounts of a prohibited substance constitute possession of a substance, and positive results from alcohol or other drug screening and testing technology are evidence of the possession of prohibited substances.
- X. “Prescribed medication” shall mean all medications which are available only with a prescription or order from a person who is licensed under the laws of Nebraska to prescribe medications.
- Y. “Prior violations” shall mean violations of the cited subsections, which occurred while the student is in the current building level. Student conduct violations which occurred in another school district at the current building level shall be included as prior violations. For suspension, expulsion, or reassignment purposes, prior violations shall only include previous student conduct violations which occurred on school grounds. For curtailment of extracurricular activities purposes, prior violations shall include previous student conduct violations which occurred on or off school grounds.
- Z. “Public indecency” shall mean performing, procuring, or assisting any other person to perform, in a public place and where the conduct may reasonably be expected to be publicly viewed: (1) An act of sexual penetration; (2) An exposure of the genitals, female breasts or buttocks of the body done with intent to affront or alarm any person; or (3) A lewd fondling or caressing of the body of another person of the same or opposite sex.
- AA. “Reasonable information that the student has committed a prohibited act” shall mean such amount of information from which a reasonable school administrator who is not acting based on improper motives such as discrimination, retaliation, revenge, or retribution, could reasonably conclude that the student engaged in the prohibited acts in question. Such amount of information shall not be evidence beyond all reasonable doubt, or clear and convincing evidence, or even a preponderance of the evidence. Such reasonable information shall be evaluated within the context of an orderly and effective educational process, and shall not be evaluated within the context of any laws, regulations, rules, practices, or procedures which may be applicable in any criminal or civil judicial proceedings, administrative officer proceedings, law enforcement or administrative agency investigation proceedings, or formal evidentiary proceedings.
- BB. “School day” shall mean any day that school is in session and students are attending academic courses. It does not include days that practices for extracurricular activities are held during the summer, or weekends and vacations that occur during the academic school year.
- CC. “School jurisdiction” shall mean on District property, in a vehicle owned, leased, or contracted by the District being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or his or her designee, or at a school-sponsored activity or athletic event, or any other place where the governing law permits the District to discipline students for prohibited conduct.
- DD. “Semester” shall mean the equivalent of one half of the required student instructional days.
- EE. “Sexual assault” shall mean sexual assault in the first degree or second as defined in Neb. Rev. Stat. §§28-319 and 320, or sexual assault of a child in the first, second or third degree as defined in Neb. Rev. Stat. §§28-319.01 and 320.01, as such statutes now provide or may hereafter be amended. Sexual assault in the first degree occurs when a person subjects another person to sexual penetration without the consent of the victim, or when a person who is nineteen years of age or older subjects another person who is at least twelve but less than sixteen years of age to sexual penetration. Neb. Rev. Stat. §28-319. Sexual assault in the second degree occurs when a person subjects another person to sexual contact without the consent of the victim and the actor causes serious personal injury to the victim. Neb. Rev. Stat. §28-320. Sexual assault of a child in the first degree occurs when a person who is nineteen years of age or older subjects another person under twelve years of age to sexual penetration. Neb. Rev. Stat. §28-319.01. Sexual assault of a child in the second degree occurs when a person who is nineteen years of age or older subjects another person fourteen years of age or younger to sexual contact and the actor causes serious personal injury to the victim. Neb. Rev. Stat. §28-320.01. Sexual assault of a child in the third degree occurs when a person who is nineteen years of age or older subjects another person fourteen years of age or younger to sexual contact and the actor does not cause personal injury to the victim. Neb. Rev. Stat. §28-320.01.

FF. "Sexual or intimate parts" shall mean the genital area, groin, inner thighs, buttocks or breasts.

GG. "Short-term suspension" shall mean exclusion from all schools in the District not to exceed five (5) school days. If there are insufficient school days in the first semester to complete the suspension period, the suspension period will be carried over to the second semester.

HH. "Under the influence" shall mean the manifestation of physical and physiological symptoms or reactions caused by the use of any illegal narcotic drug, controlled substance, mood-altering or behavior-affecting substance, prescribed medication by a student for whom the prescribed medication was not prescribed, or alcohol. Factors which may be taken into consideration are: the odor of a prohibited substance on the student's breath or clothes, glassy eyes, slurred speech, physical mobility, and such other factors which the training of school administrators indicates as being evidence of the use of prohibited substances or being under the influence of the same. Positive results from alcohol or other drug screening and testing technology are evidence of the use and possession of prohibited substances or being under the influence of the same.

II. "Use of substance" shall mean situations where there is reasonable suspicion to believe a student has assimilated a prohibited substance or is under the influence of the same while on school property or in attendance at a school-sponsored or school-related activity or event. Factors which may be taken into consideration are: the odor of a prohibited substance on the student's breath or clothes, glassy eyes, slurred speech, physical mobility, and such other factors which the training of school administrators indicates as being evidence of the use of prohibited substances or being under the influence of the same. Positive results from alcohol or other drug screening and testing technology are evidence of the use and possession of prohibited substances or being under the influence of the same.

Legal Reference: Neb. Rev. Stat. §§28-319, 319.01, 320 and 320.01 Neb. Rev. Stat. §28-401
Neb. Rev. Stat. §§28-502 and 504 Neb. Rev. Stat. §§28-511, 518 and 519 Neb. Rev. Stat. §28-907
Neb. Rev. Stat. §28-1202 *et seq.*
Neb. Rev. Stat. §28-1341
Neb. Rev. Stat. §79-254 *et seq.*

Related Rules: 5300.3, 5400.1, 5400.2, 5400.3, 5400.4, 5400.5, 5410.1, 5470.1, 5480.1, 5490.1, 5600.2

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April 4, 2011, April 16, 2012; April 22, 2013; November 4, 2013; January 6, 2014;

April 21, 2014; April 20, 2015; April 18, 2016; April 17, 2017

Millard Public Schools Omaha,
Nebraska

General Athletic Guidelines Practices and Requirements

Practices and Contests on Wednesdays and Sundays

According to the Nebraska School Activities Association, no activity contests may be scheduled on Sunday. In addition to this, the school wishes to work cooperatively with the churches of the community.

1. There will be no school activities on Wednesdays after 6:30 P.M.
2. There will be no school activities on Sunday mornings or Sunday evenings.

An exception to these guidelines is if a team is required to play in a conference, district or tournament competition on Wednesday or Monday. All of these practices must be approved by the Athletic Director.

Inclement Weather

If school must be canceled or dismissed early because of inclement weather, practices and contests will be postponed as a rule. Occasionally, weather and road conditions clear by early afternoon, if it is determined that athletes can travel safely, a varsity practice or contest may be held with permission from the District Athletic Director.

Certified staff members are directly responsible for all students under their supervision at any school-sponsored activity. When severe weather strikes, staff members will determine what action will be in the best interest concerning safety for their students.

At away events when severe weather becomes a concern, coaches/sponsors along with bus drivers will determine the best course of action to be taken.

Coaches/sponsors will make every effort to keep students, school officials and parents informed of any changes or deviations from the normal routine if weather dictates that such actions are necessary.

Parents wishing to pick up students from school-sponsored activities may do so at any time. However, if return transportation is being provided and the student is not returning with the school group, coaches, sponsors, or school officials must be notified. No student will be released to anyone other than their parent or guardian, or an adult designated by the parent/guardian.

Transportation

Millard West will provide transportation for students to away contests outside of the Omaha/Metro Area and other events as determined necessary. Contracted transportation is provided by private bus companies and rental vehicles driven by staff. Students may be allowed to provide their own transportation under the following circumstances:

1. Parent request on the school provided form on file with the Activities Office. The forms are available in the Activities Office.
2. Contracted transportation is not available.
3. Numbers of students traveling are not sufficient to warrant contracted transportation.
4. Location of the contest or time schedule of events makes it feasible to car-pool or provide own transportation.

The final decision on the mode of transportation will rest with the Athletic/Activities Director, at each building. Team members travel to and from out of town events as a unit. Any exceptions must be approved by the parent/guardian, coach and the Athletic/Activities Director.

Dress at Events When Representing Millard West

Students representing Millard West at events away from the school are expected to dress in an appropriate manner, following the guidelines established by the coach/sponsor for each team or organization.

Conduct at School Activities and Athletic Contests

Each student should conduct themselves in a manner which exemplifies good sportsmanship and conduct. Any student who exhibits poor sportsmanship or disrespect to opponents, officials or event staff may be disciplined by the coach/sponsor and Millard West administration. Discipline may include removal from an event and suspension or dismissal from a team or organization.

Pictures

Individual and group pictures will be taken of all teams and organizations by a professional photographer approved by the school. Individuals may also have pictures taken at that time. Students may order pictures using the form provided by the photographer and make payment to the photographer on order. Problems with pictures should be resolved by contacting the photographer. Pictures are optional.

Building Use

No one is allowed to be in the building without a coach or faculty sponsor. Offenders will be subject to disciplinary action and could be cited for trespassing by law enforcement.

End of Season Banquets

The head coach/sponsor of each team or organization will plan and organize an end of season banquet or event to recognize participants in their program. Each student and their parents are invited and encouraged to attend these events.

Insurance

The Millard Public Schools provides no insurance coverage and is not responsible for any such expenses. Millard School Board policy and rules 5600.3 requires all students that participate in extracurricular athletic programs to be covered by medical insurance. It is the responsibility of the parents/guardians to provide adequate insurance to cover any medical expenses which may be incurred while a student is participating in a school sponsored activity. This insurance may be under a family coverage plan. Students who do not have family insurance may be eligible to apply for health

insurance coverage. Kid's Connection, Nebraska Children's Health Insurance Program, is an insurance program made available through the Nebraska Health and Human Services System. Kid's Connection is a health insurance program developed by the state of Nebraska as an extension of Medicaid and provides health coverage to uninsured children across the state of Nebraska. Applications can be obtained by calling the Pupil Services Office (715-8300) at the Don Stroh Administration Center, or from the activities office.

Use of the Weight Room Equipment

Any student may have access to the school's weight room facility; provided they follow the rules and guidelines established for such use and are properly supervised by a certified staff member.

Weight and fitness training are integral parts of the Millard West athletic programs. These serve as a method of physical conditioning and development. A supervised and monitored class is offered each semester, as well as in the summer, and the fitness center is open after school when supervision is available. In addition, individual sports include a weight training program as part of their pre-season, in-season, and off-season practice schedules. Students who are planning on competing in athletics at the high school level should incorporate weight training into their regular conditioning routine. They can obtain a program to follow from a coach or physical education instructor.

The weight room equipment is the property of the Millard Public Schools. Overall supervision will be under the Activities Athletic Director and/or his designee. Equipment will be kept in the assigned area and will not be used unless there is a certified supervisor present.

The equipment will be used for the following purposes with priority to:

1. Physical Education instruction
2. Sport in-season program designed by head coach.
3. Off-season conditioning supervised by a staff member.

4. Adult staff or community use.

Out-of-Season Athletes

1. We take GREAT PRIDE in multi-sport athletes.
2. Off season programs are voluntary for athletes and it must be clearly communicated to them and to parents that there are no penalties, other than those which will naturally occur in the loss of development and conditioning from failure to participate.
3. All Head coaches should encourage and offer structured off-season programs for their athletes who choose not to participate during a sport season.
4. Strength training and conditioning should be encouraged and part of each program.
5. Priority for scheduling and use of the athletic facilities will be for the off-season work of the next athletic season. (Example: During winter, spring sports get first priority)
6. Athletes that quit a school athletic team after being selected should not participate in an off-season program without the agreement of the coaches of the sports involved and the athletic/activities director.

Injuries-Sports Medicine

Millard West has two certified athletic trainers on our staff. We have licensed medical doctors who serve as team physicians to provide emergency treatment when in attendance and consult with the parent/guardians of Millard West students and/or work with the family physician in the case of injury, illness and rehabilitation. The athletic trainers work under the supervision of the team physicians and the family physician to treat and rehabilitate.

In the event that an athlete is injured, the trainer or coach will administer emergency first aid if needed. The parent/guardian will be notified as soon as possible to transport the student for medical attention, or notified that a rescue squad was called to transport the student if a serious injury has occurred. If the injury is less serious, first aid treatment will be administered and the trainer or coach will attempt to notify the parent/guardian of the injury, and recommend follow up contact with a physician. The trainers and/or coaches do not attempt to diagnose an injury except to determine if the student can be safely moved. Once a physician has diagnosed an injury, the athletic trainer can supervise any rehabilitation recommended by the physician, if desired.

All injuries should be reported to a coach immediately. The coach will then refer the athlete to the athletic trainer or remove the athlete from practice and competition until it can be determined if the athlete can safely continue. If there is any doubt, the athlete will be withheld until a medical diagnosis is obtained.

If an athlete complains of an injury sustained during practice or a contest, or experiences pain, swelling, misshapen structure or alignment, or discoloration, ice can be applied and the athlete should be seen by a physician. **If the coach or trainer has not been made aware of the injury, please notify the coach, trainer or athletic office as soon as possible.** An athlete, who complains of headache, dizziness, or nausea after competing or practicing, should be monitored closely and seen by a physician, if the symptoms persist. Any bleeding from the ears, nose, or mouth, or vomiting could indicate a serious head injury and the athlete should be seen by a physician immediately.

Equipment and Lockers

The school will furnish equipment and lockers needed for each program, with the exception of shoes and items of a personal nature. All equipment checked out to a participant is his/her responsibility. All items of equipment and clothing are the property of Millard West High School. Upon completion of the season, the equipment will be checked back in. If items are not checked back in or have been damaged, the athlete will be responsible for the replacement cost of the item.

Large sums of money, valuable jewelry items and items of value should not be left in lockers. Millard West is **not** responsible for loss of valuables from athletic lockers and locker rooms.

NSAA RULES OF ELIGIBILITY

The following rules of eligibility and training are determined to apply by the Nebraska School Activities Association (NSAA), the Metropolitan High School Activities Association (MHSAA), and the Millard Public Schools.

In order to represent a high school in interscholastic competition, a student must meet eligibility guidelines from the NSAA, and Millard Public Schools. The following is a summary of these guidelines. If there is a question about eligibility guidelines, consult the Activities Director.

1. Student must be an undergraduate.
2. Student must be enrolled in at least 10 credit hours per semester.
3. Student must be enrolled in some high school on or before the 11th school day of the current year.
4. Student is ineligible if 19 years of age before August 1 of the current school year.
5. After a student's initial enrollment in grade nine, he/she shall be ineligible after eight semesters of school attendance.
6. Student must have enrolled in school the immediate preceding semester.
7. Student must have received 20 total semester hours of credit the immediate preceding semesters. (At Millard West, this is interpreted as 20 credits during semesters one and two -first 18 weeks or semesters three and four - second 18 weeks.) A student must pass 20 total credits in semesters one and two combined to be eligible for the third and fourth semesters. He/she must pass 20 total credits in semesters three, four and summer school to be eligible for semesters one and two for the next school year.
8. Once the season of a sport begins, a student shall compete only in athletic competitions, which are scheduled by his/her school. Any other competition will render the student ineligible for the remainder of the season of that sport. The season of a sport begins with the first day of practice as permitted by NSAA rules. The fall sport season begins August 2016, and ends with state competitions in the fall sports. The winter sports season begins November 2016, and ends with the state competitions in the winter sports. The spring sports season begins February 2017, and ends with the state competitions in the spring sports.
9. A student shall not participate in sports camps or clinics during the season of a sport in which he/she is involved, either as an individual or a member of a team.
10. A student shall not participate on an all-star team while a high school undergraduate.

11. A student shall be ineligible for ninety school days to represent a school in interscholastic competition at the varsity level if the school is located in a school district other than the district in which his/her parents maintain their domicile. (Check with the school administration for an interpretation of the rule if the school district where parents reside has no high school or if there are two or more high schools in the district).

12. A student is ineligible for ninety school days if his/her parents have changed their domicile to another school district and the student has remained in former school, which is in a different school district. (EXCEPTION: If parents have moved after school has started, the student will be eligible to compete for the remainder of the school year, or if parents have moved during the summer which immediately precedes the school year and the student is in grade twelve and has attended the high school for two or more years, the student is eligible for that school year in the school district from which the parents moved).

13. Guardianship does not fulfill the definition of a parent. If a guardian has been appointed for a student, the student is eligible in the school district where his/her natural parent(s) have their domicile.

14. A student shall not participate in a contest under an assumed name.

15. A student must maintain his/her amateur status.

Athletic Eligibility for College

A. NCAA GUIDELINES:

The National Collegiate Athletic Association (NCAA) has established guidelines that Division I and II member schools must follow before awarding scholarships and granting eligibility to high school students who wish to compete as freshmen on college athletic teams after completion of high school.

ATTENTION NCAA DIVISION I AND II STUDENT ATHLETES:

THE CLASS OF 2017 MUST BE AWARE OF NCAA REGULATIONS! Student athletes who wish to participate in NCAA Division I or Division II sports **MUST BE CERTIFIED** by the NCAA initial-Eligibility Clearinghouse which will analyze your academic information to determine if you meet NCAA initial eligibility requirements. The three steps for being certified are clearly explained online at **www.ncaaclearinghouse.net**.

Students who have questions should see guidance office regarding items such as whether a college is a Division I or II institution in the sport in which they are interested. Students interested in participating in athletics at NCAA Division III colleges, or NAIA colleges should obtain the appropriate athletic guidelines that pertain to these institutions.

Due Process for Athletics and Activities

In the case of alleged infractions of the guidelines set forth in this handbook, the student participant may be suspended from practices, performances or competition. In any alleged violation and subsequent action taken by a coach, sponsor, or administrator, due process procedures adopted by the Millard Public

Schools Board of Education will be followed. An individual, who wishes to be advised of these procedures, may do so by contacting the Activities Director or Principal.

Civil Rights

Compliance Requirement: No person shall, on the grounds of race, color, national origin, age, handicap, sex, or religion be excluded from opportunity to participate in or be subjected to discrimination in any program or activity.

Guidelines for Athletes Signing Letters of Intent

1. Let your coach know that you are interested in playing in college.
2. Check with the Guidance Office and make sure you have followed all NCAA eligibility guidelines for participation in college athletics.
3. When you have made your decision, notify your coach and the Activities Office.

Heads Up: Concussion in High School and Middle School

Sports A Fact Sheet for Parents

- What is a concussion?

A concussion is a brain injury. Concussions are caused by a bump, blow, or jolt to the head. They can range from mild to severe and can disrupt the way the brain normally works. Even a “ding” or a bump on the head can be serious.

- What are the signs and symptoms of concussion?

You can't see a concussion. Signs and symptoms of concussion can show up right after the injury or can take days or weeks to appear. If your child reports any symptoms of concussion, or if you notice the symptoms yourself, see medical attention right away.

Signs Observed by Coaching Staff	Signs Reported by Athlete	Signs Observed by Parent(s)
Appears dazed or stunned	Headache	Appears dazed or stunned
Is confused about assignment	Nausea	Appears confused
Forgets plays	Balance problems or dizziness	Forgets known items
Is unsure of game, score, or opponent	Double or fuzzy vision	Is unsure of name, usual surroundings
Moves clumsily	Sensitive to light or noise	Moves clumsily
Answers questions slowly	Feeling sluggish	Answers questions slowly
Loses consciousness	Feeling foggy or groggy	Loses consciousness
Shows behavior or personality changes	Concentration or memory problems	Shows behavior or personality changes
Can't recall events prior to hit on the head	Confusion	Can't recall events prior to hit on the head
Can't recall events after the hit on the head		Can't recall events after the hit on the head

- What should you do if you think your child has a concussion?

1. **Seek medical attention right away.** A health care professional will be able to decide how serious the concussion is and when it is safe for your teen to return to sports.
2. **Keep your child out of play.** Concussions take time to heal. Don't let your child return to play until a health care professional says it's OK. Athletes who return to play too soon when the brain is still healing risk a greater chance of having a second concussion. Second or later concussions can be very serious. They can cause permanent brain damage, affecting your child

for a lifetime.

3. **Tell all of your child's coaches and the school athletic trainer about any recent concussion.** Coaches should know if your child had a recent concussion in ANY sport. Your child's coaches may not know about a concussion your child received in another sport or activity unless you tell them. Knowing about the concussion will allow the coach to keep your child from activities that could result in another concussion.

4. **Remind your child.** It's better to miss one game than the whole season.

WHEN IN DOUBT, SIT THEM OUT!

This information adapted from the Centers of Disease Control and Prevention and the National Center for Injury Prevention and Control

<p>What is a concussion? A concussion is a brain injury that:</p> <table border="1"><tr><td>Is caused by a bump, blow, or jolt to the head.</td></tr><tr><td>Can change the way your brain normally works.</td></tr><tr><td>Can range from mild to severe.</td></tr><tr><td>Can occur during practices or games in any sport.</td></tr><tr><td>Can happen even if you haven't been knocked out.</td></tr><tr><td>Can be serious even if you're just been "dinged" or had your "bell rung."</td></tr></table>	Is caused by a bump, blow, or jolt to the head.	Can change the way your brain normally works.	Can range from mild to severe.	Can occur during practices or games in any sport.	Can happen even if you haven't been knocked out.	Can be serious even if you're just been "dinged" or had your "bell rung."	<p>What are the symptoms of a concussion?</p> <table border="1"><tr><td>Nausea (feeling like you might vomit)</td></tr><tr><td>Balance problems or dizziness</td></tr><tr><td>Double or fuzzy vision</td></tr><tr><td>Sensitivity to light or noise</td></tr><tr><td>Headache</td></tr><tr><td>Feeling sluggish</td></tr><tr><td>Feeling foggy or groggy</td></tr><tr><td>Concentration or memory problems (such as forgetting plays)</td></tr><tr><td>Confusion</td></tr></table>	Nausea (feeling like you might vomit)	Balance problems or dizziness	Double or fuzzy vision	Sensitivity to light or noise	Headache	Feeling sluggish	Feeling foggy or groggy	Concentration or memory problems (such as forgetting plays)	Confusion
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How can I prevent a concussion?

It's different for every sport. But there are steps you can take to protect yourself from concussion:

Follow your coach's rules for safety and the rules of the sport.

Practice good sportsmanship at all times.

Use the proper sports equipment, including personal protection equipment (such as helmets in baseball, softball, and football). In order for the equipment to protect you, it must

1. Be appropriate for the game, position, and activity.

2. Be well maintained.

3. Properly fitted.

4. Used every time you play.

What should I do if I think I have a concussion?

Tell your coaches, parents, and school athletic trainer

Never ignore a bump, blow, or jolt to the head

Get a medical check-up. A health care professional can tell you if you have had a concussion and when you are OK to return to play.

Give yourself time to recover. If you have had a concussion, your brain needs time to heal. While your brain is still healing, you are much more likely to have a second concussion. Second or later concussions can cause permanent brain damage, and even death in rare cases. Severe brain damage can change your whole life.

Tell your coaches and the school athletic trainer if one of your teammates might have a concussion.

You can't see a concussion, but you might notice some of the symptoms right away. Pay attention to how you are feeling after any bump, blow, or jolt to the head.

If you notice any of the symptoms, tell your parents, coach, and school athletic trainer right away.

Other symptoms of a concussion can show up days or weeks after the injury.

It's best to see a health care professional if you think you might have a concussion. An undiagnosed concussion can affect your ability to do schoolwork, other everyday activities, as well as your athletic play. An undiagnosed concussion also raises your risk for additional, serious injury.

<p>How do I know if I've had a concussion?</p>	<p><u>AS A REMINDER, ALWAYS REPORT ANY INJURY TO YOUR COACH AND SCHOOL ATHLETIC TRAINER RIGHT AWAY.</u></p> <p><u>IT'S BETTER TO MISS ONE GAME THAN THE WHOLE SEASON. TAKE CARE OF YOURSELF AND ENJOY YOUR PARTICIPATION IN ATHLETICS.</u></p> <p><u>WHEN IN DOUBT, SIT THEM OUT!</u></p>
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Controlling Illness and Infections

As you may be aware, there has been considerable attention given to the drug resistant strain of staphylococcus (staph) known as MRSA. Staph is one of several health issues to which athletes, coaches and trainers must pay attention. Other health issues common in athletics are tinea pedis (“athlete’s foot’), tinea cruris (“jock itch”) and tinea corporis or tinea capitis (“ringworm”). We must take appropriate steps to prevent these health issues from preventing athletic participation. While our custodial staff, coaches and certified athletic trainers have been directed to address these health issues as part of their job responsibilities, there are also interventions that can be implemented by the athletes.

The key to controlling illness and infections is prevention.

Millard Public Schools health and athletic officials are recommending the following guidelines to athletes and their parents to help prevent illness and infections from affecting athletic participation. Efforts that athletes and parents can take may seem daunting, but these common sense precautions can help reduce the risk to athletes:

- ***Wash and dry all athletic clothing after each use.*** Clothing should be laundered in hot water with antiviral soaps or chlorine bleach.
- ***Do not use the same bag to transport dirty clothing used after practices and games that you use to bring clean clothing to school.*** The dirty clothing transported in the bag may contaminate the bag, which then might contaminate the clean clothing placed in that bag.
- ***Wash hands frequently with soap and water.*** Careful hand washing remains the best defense against germs. Scrub hands briskly for at least 15 seconds, and then dry them with a disposable towel.
- ***Do not share personal items*** towels, clothing, soap, deodorant, razors, etc.

- **Keep cuts and abrasions clean and covered until well healed.** This should be done immediately after a cut or abrasion occurs, using clean and sterile dressing to cover the wound. Always apply antiseptics to the dressing, not to the cut or abrasion, before covering the cut or abrasion.
- **Clean your gear with a disinfectant cleaner after every use.** This would include items such as wrestling headgear and shoes, football helmets and shoulder pads, etc.
- **Shower immediately after every practice and game.** Use a liquid antibacterial soap if possible. Do not share soap or towels with other athletes and be sure to a clean towel after each shower.
- **Check your skin frequently (everyday) for cuts, abrasions, and lesions.** This includes areas that you cannot readily see, such as the back of the neck and the back of your upper body. Notify your parents, coach, and certified athletic trainer about any skin sores.

Millard Public Schools is committed to maintain a safe and healthy environment for your athletes. The training rooms, locker rooms, showers and wrestling rooms are cleaned and disinfected daily. During the wrestling season the mats are cleaned and disinfected before and after practices and matches. Showers are available for use by the athletes. Athletes have daily access to a certified athletic trainer. The well being of our athletes is our primary concern. Please know that we are taking all necessary precautions at our schools. If you have concerns about the cuts, abrasions or other breaks in the skin of your child, please consult the certified athletic trainer at your school and/or your physician.

Respectfully,

Nolan Beyer

Bill Jelkin

Director of Activities and Athletics

Director of Pupil Services

Millard Public Schools

Millard Public Schools

Parent and Student Notification/Agreement Form Illegal Steroid Use

Nebraska state law prohibits possessing, selling, dispensing, or administering a steroid in a manner not allowed by state law.

Nebraska state law also provides that the increase of muscle mass, strength, or weight; or the improvement of physical appearance or performance in any form of sport through use of a steroid is not a valid medical purpose.

Nebraska state law requires that only a medical doctor may prescribe a steroid for a person.

Any violation of state law concerning steroids is punishable by long-term suspension, exclusion, or mandatory reassignment.

HEALTH CONSEQUENCES ASSOCIATED WITH ANABOLIC STEROID USE

(Source: National Institute on Drug Abuse)

- *In boys and men*, reduced sperm production, shrinking of the testicles, impotence, difficulty or pain in urinating, baldness, and irreversible breast enlargement (gynecomastia).
- *In girls and women*, development of more masculine characteristics, such as decreased breast size, deepening of the voice, excessive growth of body hair, and loss of scalp hair.
- *In adolescents of both genders*, premature termination of the adolescent growth spurt, so that for the rest of their lives abusers remain shorter than they would have been without the drugs.
- *In males and females of all ages*, potentially fatal liver cysts and liver cancer; blood clotting; cholesterol changes, and hypertension, each of which can promote heart attack and stroke; and acne. Although not all scientists agree, some interpret available evidence to show that anabolic steroid abuse- particularly in high doses- promotes aggression that can manifest itself as fighting, physical and sexual abuse, armed robbery, property crimes such as burglary and vandalism. Upon stopping anabolic steroids, some abusers may experience symptoms of depressed mood, fatigue, restlessness, loss of appetite, insomnia, headache, muscle and joint pain, and the desire to take more anabolic steroids.
- *In injectors*, infections resulting from the use of shared needles or non-sterile equipment, including HIV/AIDS, hepatitis B and C, and infective endocarditis, a potentially fatal inflammation of the inner lining of the heart. Bacterial infections can develop at the injection site, causing pain and abscess.

Student Certification

I have read the above information and agree that a prerequisite of my participation in Millard Public School athletic activities is that I refrain from illegal steroid use. As a prerequisite to participation, I agree that I will not use illegal steroids. I understand that failure to provide accurate and truthful information could subject me to penalties as determined by Millard Public Schools.

Parent/Guardian Certification

I have read the above information and agree that a prerequisite of my student's participation in Millard Public School athletic activities is that my student refrains from illegal steroid use. I understand that failure to provide accurate and truthful information could subject my child to penalties as determined by Millard Public Schools.

A Letter from the District Director of Activities and Athletics:

Welcome to the Millard Public Schools activities program. I would like to take a moment to explain a small part of how the athletic and activities programs are conducted at our high schools.

In each program, coaches and sponsors are responsible for team and/or program selection. The coaches and sponsors establish conditions for selection. This may be a very subjective process and any one of us might select different students for the team or program if we had the responsibility for selection. *We believe, however, that it is the responsibility and right of the coaches and sponsors to select the members of the team or program with whom they will work for the season and/or event.*

A key goal of any team or program is to use the best combination of students available, in the judgment of the coach or sponsor, to win the contest and/or have a successful event. Starting positions, playing time, and roles for a game or event are not guaranteed to any student. Some students may play a great amount of time in a game or receive a big role for an event while other students may not receive what you and/or they consider to be "significant" playing or performance time. *We believe it is the responsibility and right of the coaches and sponsors to determine the time and/or role earned by each student during each game or event.*

Every team and program wants to win or have a successful event and each coach or sponsor wants to win or have a successful event. In the attempt to win or have a successful event, coaches and sponsors will use different strategies at appropriate times. These strategies might differ with the decisions you might have made if you were the coach or sponsor. The coaches and sponsors do the best that they can to make the proper decisions at the proper time so that our groups perform well and win the game or have a successful event. *We believe it is the responsibility and right of the coaches and sponsors to determine the strategies used during a game or event.*

There may be times when you have a concern about your student's participation on our teams and/or in our programs. When these concerns arise, we ask that you use the following chain of communication to deal with the concerns:

- ***First:** Ask your student to talk with the coach or sponsor about the concerns.
- ***Second:** If the issues have not been resolved by the coach or sponsor and student, then the parent/legal guardian should request a meeting with the coach or sponsor outside of class time, practice time, and event time. The coach or sponsor may request that the student attend this meeting. Please take the time to talk directly with the coach or sponsor so that you get the coach's or sponsor's point of view directly.
- ***Third:** If these two steps have not succeeded, then the parent/legal guardian may request a meeting with the Assistant Principal for Activities at the high school/Activities Director at the middle school. The student, coach or sponsor will be included in this meeting.
- ***Fourth:** If resolution has not been achieved, the parent/legal guardian and student may request a meeting with the Principal, in which the coach or sponsor, parent, student and assistant principal will attend. We hope that the concerns can be addressed at the site level.
- ***Fifth:** If questions continue to exist, the parent/legal guardian may request a review by the District Director of Activities and Athletics. The District Director will review the steps taken and may hold a meeting in which the parent/guardian, student, coach, assistant principal and/or principal may be asked to attend.
- ***Sixth:** We would request that you initiate this chain of communication when you first believe a concern warrants communication with the school, for the sooner that we are aware of the concern, the sooner we can attempt to address the concern.

*NOTE: *Topics that will not be addressed by administrators in these meetings include playing time, game strategies, playing level, starters, student selection on teams, and comparison of students' skills.* These are decisions properly made by and discussed with our coaches and sponsors, and we support the freedom of coaches or sponsors to make these types of decisions. We believe that by using this approach, most of the concerns can be addressed and resolved at the most appropriate level.

We want our parents to be active participants in the activities that your children choose to participate. Schools and programs may certainly ask for your financial support as well as your attendance at the activities. We want our parents to vocally support our teams and activities and all of the participants on our teams and in our activities. You play a crucial role, perhaps the crucial role, in the reputation of our schools' athletics and activities. We request that you welcome the coaches, student participants of the schools that visit our schools to participate in athletic and activity events. These events are not possible without these people. We request that you welcome and yes, even support, the officials for the events in which the students and coaches will participate. The officials are just as important to the events as are the student participants and coaches. We request that you welcome the fans of the schools that visit our schools for a game or event. The activities and the venues in which the activities occur should be enjoyable events and welcoming places so that all of the participants will want to return to

our schools in order to participate and will welcome us when we visit their schools. We also request that you cheer for our teams and players rather than cheer against the opposing schools, their participants, and the officials. Again, you can choose to establish a positive example that will be the envy of other schools in Nebraska.

We want and need our parents to be active participants by attending parent meetings that our schools and coaches host. By attending these meetings, many of the questions that you may have about the school's activity program will be addressed, the coaching philosophies and team expectations of our coaches will be addressed, and you have an opportunity to directly ask questions to the leaders of our activities programs. You need to be comfortable with the programs in which your children will participate and attendance at these meetings often helps you develop and enhance that comfort level.

As mentioned earlier in this letter, we hope that if you have a concern about your child's participation in an activity, you will follow the chain of communication to voice the concern. At this time let's address a somewhat touchy subject-- the anonymous letter, e-mail, and/or voice mail to voice a concern. Activity directors often receive anonymous letters from parents and community members to address a concern about a coach and/or about an activity program. What we will attempt to explain is the view that often accompanies these messages from those who receive the messages. In many professional settings, anonymous messages are often viewed as lacking credence; in other words, these messages are often taken with a huge grain of salt. Anonymous messages give the administrator the power to determine the accuracy and validity of the complaint. The anonymous messenger often believes that the administrator will, without hesitation, agree with complaints; however, that messenger cannot be sure about this agreement. We hope that if you have a concern, any concern, that you will demonstrate the courage to identify yourself as well as the concern. This allows the following to occur: 1) to determine the validity of the complaint and to ensure that we understand the concerns expressed by communicating with you, 2) to determine whether or not there is already a solution, policy, or procedure that covers the concern and to have an opportunity to explain this to the person seeking an answer, 3) to seek additional information in order to determine what action may or may not be appropriate, and perhaps most importantly, 4) to directly communicate what actions will or will not take place to address the expressed concern. While you may not agree with the opinions and/or actions that are taken, you will have the opportunity to know what those actions and/or opinions are. We hope that if you have a concern, you will provide us with the opportunity to address the concern and communicate with you what actions we did or did not take. We welcome the opportunity to communicate with you.

By being a parent/legal guardian and student in an activity, regardless of the time spent in the game or event, you can learn many valuable lessons. These lessons include, but are not limited to, accepting the role you are assigned, demonstrating good sportsmanship, appreciating good effort by any of the participants, respecting all participants, working for a greater role, practicing self-control, working cooperatively to accomplish a common goal, and accepting the responsibility for our actions.

We hope this information helps you to understand some of the beliefs of our athletic and activities programs. We wish our students and parents/legal guardians the best of luck with all of their pursuits, both in academics and activities. We thank you for the opportunity to work with your children.

Nolan Beyer, Executive Director of Activities/Athletics & External Affairs

HEAD COACHES

<u>Sport</u>	<u>Coach</u>	<u>Email</u>
Boys Basketball	Bill Morrison	wtmorrison@mpsomaha.org
Girls Basketball	Marc Kruger	makruger@mpsomaha.org
Baseball	Steve Frey	safrey@mpsomaha.org
Cross Country	Colin Johnston	ctjohnston@mpsomaha.org
Football	Kirk Peterson	kapeters@mpsomaha.org
Boys Golf	Eric Little	emlittle@mpsomaha.org
Girls Golf	Kent Speer	kspeer@mpsomaha.org
Softball	Don Brummer	dbrummer@amfam.com
Boys Soccer	Michael Doria	rbeernin@mpsomaha.org
Girls Soccer	Jacque Tevis-Butler	jtevis@mpsomaha.org
Boys Tennis	Tom Koziol	kozioltennis@gmail.com
Girls Tennis	MJ Robertson	mjrobertson@mpsomaha.org
Boys Track	Colin Johnston	ctjohnston@mpsomaha.org
Girls Track	Seth Turman	sbturman@mpsomaha.org
Volleyball	Joe Wessel	eebyrd@mpsomaha.org
Wrestling	Scott Townsley	setownsley@mpsomaha.org
Swim & Dive	Jamie Bowcott	sjbowcott@mpsomaha.org

STUDENT CLUBS AND ACTIVITIES

Art Club	Kristin Hoffman
Assets In Action	Maureen Zohlen
Captivated	Megan Smith
Cat Botics	Scott Bohlken
Cheerleading	Kelsey Chastain
Computer Science	Ramsey Young
Cycling Club	Ryan Moseley
Dance	Deana Hilliard
Debate	Ryan Weigert
DECA	Janet Butler, Lori Scolaro, Janine Ellis
Drama	Brooke Phillips
Eco Club	Dennis Gehringer
Educators Rising	Ali Bragg
Engineering Club	Mitch Mentzer
FCCLA	Elizabeth Casey, Brenda Schmidt
Forensics	Jennifer Jerome
French Club/Honors Society	Natasha Ludwig-Page, Sarah Karst
Gaming Club	Justin Higgins
German Club	Wendy Langer, Andrea Turner
Go Club	Aaron Willems
HOSA	Jeanne Meyer, Amy Mach
Journalism-Yearbook/Newspaper	Mark Hilburn
Junior Class Board	Megan McEnaney, Chris Ingram
Justice & Diversity League	Bryant Bull
Key Club	Heather Baker, Ann Carmoney
Knitting/Crocheting	Sarah Karst
Lacrosse	Girls: Gwen Newsome, Boys: Sarah Haver
Literary Magazine	Kayla Vavra, Mark Hilburn
Magicians Club	Melanie Crisman
Mascot Team	Cindy Hamilton
Math Club	Brent Kelderman
Music-Band, Pep, Jazz, Color/Winter Guard	John Keith, Byron Braasch
Music-Vocal	Zack Bjornsen, Thomas Young
Music-Orchestra	Patty Ritchie
Modern Music Masters	Patty Ritchie, Zack Bjornsen
National Honors Society	Lauren McKenzie, Stacy Kozicek
Rugby	Scott Bohlken
Science Olympiad	Justin Higgins
Senior Class Board	Mark Hilburn, Dana Blakely
Skills USA	Steve Besch
Slam Poetry	Delanie Frye
The Sociedad Hispanica Honoraria	Alex Jameson
Spanish Club	Heather Baker
Student Council	Mark Klein, Ali Bragg
West Friends/Project Unify	Bret Siepker, Sara Wiese-Johnson