

## Monroe City R-1 School District



### PHILOSOPHY

The Monroe City R-1 School district believes that the opportunity for participation in a wide variety of student-selected activities is a vital part of the student's educational experiences. Such participation is a privilege that carries with it responsibilities to the school, the activity, the student body, the community, and the student. These experiences contribute to the development of learning skills and emotional patterns that enable the student to make maximum use of his/her education.

Monroe City R-1 School activities are considered an integral part of the school's program of education which provides experiences that will help to develop boys and girls physically, mentally, socially, and emotionally.

### INTRODUCTION

Activities and athletics in the state of Missouri are governed by the Missouri State High School Activities Association or MSHSAA. Many of the rules and regulations may be found at [www.mshsaa.org](http://www.mshsaa.org). A MSHSAA manual is kept in the Athletic Office for your reference.

The information contained in this handbook is designed to encourage an activities program that emphasizes excellence of the total Monroe City R-1 School activities environment. One of the objectives of the Monroe City R-1 Schools is to achieve and maintain an outstanding overall activities program. In general terms, this must be accomplished by the following guidelines:

- A. All coaches, sponsors, and administrators must place emphasis on the overall program, and not just one segment of the program.
- B. Coaches and sponsors must coordinate their programs through administrative channels.
- C. The number of students available for participation in activities requires that coaches and sponsors be supportive of each program by every means possible. This is for the good of the entire activities program.
- D. All coaches and sponsors are responsible for compiling a roster list and checking the eligibility of the participants who wish to participate in the activity. The athletic office will verify the eligibility of the participants.

## TEAMS AND ACTIVITIES

- A. ATHLETIC TEAMS** – The following sports teams will be made available, providing sufficient the students of Monroe City R-1 Middle School show interest and finances are available to support the program.
1. Fall Sports Season
    - a. Football – Varsity
    - b. Football – Junior Varsity
    - c. Football – Middle School
    - d. Girls Softball – Varsity
    - e. Girls Softball – Junior Varsity
    - f. Girls Softball – Middle School
    - g. Boys Cross Country - Varsity
    - h. Girls Cross Country - Varsity
  2. Winter Sports Season
    - a. Boys Basketball – Varsity
    - b. Boys Basketball – Junior Varsity
    - c. Boys Basketball – Middle School
    - d. Girls Basketball – Varsity
    - e. Girls Basketball – Junior Varsity
    - f. Girls Basketball – Middle School
  3. Spring Sports Season
    - a. Boys Track – High School/Middle School
    - b. Girls Track – High School/Middle School
    - c. Golf – Varsity
    - d. Golf – Junior Varsity
    - e. Baseball – Varsity
    - f. Baseball – Junior Varsity
    - g.
- B. DUAL SPORT PARTICIPATION** – Student athletes may participate in more than one sport during the same season with the approval of the coaches, Athletic Director, and the athlete’s parents. The student will be required to fill out a “Dual Sport Participation Contract” and choose a primary sport. In addition, a meeting between the coaches, Athletic Director, athlete, and the parents must happen prior to the beginning of the season to discuss the pros and cons of dual sporting. A schedule will be worked out between both coaches and the athlete at this time with consideration given to the importance of the sport (ex. varsity versus junior varsity, playoffs versus regular season and games versus practice). Where there are scheduling conflicts, the student must attend the contest for their designated primary unless arrangements are made between the coaches. The student athlete must realize that extra time for practice is necessary to compete in two sports in one season. The student must meet the conditioning requirements set forth by the MSHSAA bylaws of both sports. If the requirements of one or both sports are not met, the student athlete may be cut from the sport (s).
- C. COACHING ASSIGNMENTS** - will be made by the Athletic Director from the Monroe City R-1 Faculty with input from the appropriate administrators and approved by the Monroe City R-1 Board of Education. Coaches will be paid according to the “Activities Salary Schedule” adopted by the Monroe City R-1 Board of Education.

- D. ACTIVITIES** – The following activities will be made available, providing sufficient interest is shown by the students of Monroe City R-1 School and finances are available to support the program. Sponsors will be assigned by the high school principal and paid according to the “Activities Salary Schedule” adopted by the Monroe City R-1 Board of Education:

HS/MS Band, HS/MS Basketball cheerleaders, Concert Choir, HS/MS Football cheerleaders, FFA, Future Teachers of America, National Honor Society, Future Business Leaders of America, Pompon squad, HS/MS Student Council, Science club, HS/MS Book club, Spanish Club, Art Club, and HS/MS Quiz Bowl.

### **GENERAL ELIGIBILITY FOR ACTIVITIES PROGRAM**

- A. ELIGIBILITY STATEMENT** – Eligibility is a privilege to be granted by the school to a student, which allows that student to participate in interscholastic activities. Eligibility is not a student’s right by law. Precedent setting legal cases has determined eligibility is a privilege to be granted only if the student meets all school adopted standards.
- B. ELIGIBILITY STANDARDS** – The following standards are set as a minimum for the Monroe City R-1 School Activities Program and may be increased upon request of the individual coach/sponsor with approval of the administration.
1. Students participating in the Monroe City R-1 School Activities program must comply with all guidelines as set forth by the Missouri State High School Activities Association.
  2. Students participating in the Monroe City R-1 School Activities program must be creditable high school citizens as defined by the MSHSAA handbook.
  3. In any instance not specifically covered in the rules of eligibility, the principal may rule a student ineligible.
- C. ACADEMIC STANDARDS** – In order to participate in activities sanctioned by the Missouri State High School Activities Association, the following is necessary:
1. Students must currently be enrolled in and regularly attending courses that offer 3.0 units of credit or 80% of the maximum allowable credits which may be earned, whichever is greater.
  2. High School students must have earned 3.0 units of credit or have earned credit in 80% of the maximum allowable classes in which a student can be enrolled in the semester, whichever is greater.
  3. Middle School students must pass six of seven courses the preceding quarter of attendance.
  4. High School students with Individualized Education Plans must be enrolled in a full course at his/her level in a special education program for the handicapped as approved by the Missouri Department of Elementary and Secondary Education, and they must have made standard progress for his or her grade level the preceding semester in that same special education program.
  5. Middle School students with Individualized Education Plans must be enrolled in a full course at his/her level in a special education program for the handicapped as approved by the Missouri Department of Elementary and Secondary Education, and they must have made standard progress for his or her grade level the preceding quarter in that same special education program.

***The following academic standards are set as a minimum for the Monroe City R-1 High School and Middle School above the MSHSAA standards:***

1. A student participating in Monroe City R-1 extra-curricular and/or co-curricular activities program must comply with all guide lines as set forth by the Missouri State High School Activities Association.
2. Students must maintain a 2.0 grade point average. The only exceptions are I.E.P. students.
3. Grades will be checked every 3 weeks. If a student's grades fall below the levels stated in #2 they will be subject to the following:
  - i. The first time the student will be put on academic probation until the grades are checked again.
  - ii. When grades are checked again and the student has not raised their grades, the student will be placed on limited participation (see definition).
  - iii. While on limited participation the student will have the opportunity to regain probationary status by completing a minimum of four tutoring sessions and raising their grades or attending tutoring sessions until grades are raised. (Tutoring should be in the subject area that the grades are low in).
  - iv. Raising grades to a level that would make them eligible.
4. The student is responsible to inform the athletic director of the possible change of status. The athletic director will ask the student's instructors to re-submit the grades for the student and apply them to the policy.
5. If a student does not improve their grades to remove themselves from the limited participation status, they will be placed on suspension (see definition) until their grades improve to the level above the minimum standards.
6. Any student that has an individual education plan (IEP) must be enrolled in a full course of study at their level. They will be subject to the same standards as students without IEP's unless their IEP specifically states a different standard.
7. Students with an extenuating circumstance will be eligible for review to determine if they are eligible for administrative eligibility (see definition).

***Definitions:***

***Academic probation*** – student is warned and a letter sent to parents that the student is not performing up to the academic standards that are required for participation in a co-curricular or extracurricular activity.

***Limited participation*** – student is not eligible to participate in contest. The student may practice with the team. The student is required to attend a minimum of four sessions of tutoring.

***Suspension*** – student is removed from an activity. Student may not practice or participate in the activity until grades have been raised to the minimum standard level. The student may not ask for grades to be checked prior to the standard checking time.

***Dismissal*** – permanent removal from an activity for failing to meet expected behavioral or performance level. This can be done by the coach or the principal.

***Ineligible student*** – a student that does not meet the Missouri State High School Activity Association or local standards for participation.

**Administrative eligibility** – a student that is given permission by the principal to participate. The reason for the permission is because the student has some extenuating circumstance that caused grades to be below the academic standards. The student is still required to meet MSHSAA guidelines for eligibility.

**D. ATTENDANCE** – Students must be in attendance at the school the day of the activity in order to participate. Students who are absent due to unavoidable circumstances may be declared eligible only if advance arrangements have been made with the Principal. If a student is absent on a Friday prior to a Saturday activity, he/she may be declared eligible only if advance arrangements have been made with the Principal. **First Offense of Attendance policy is a warning if to school by 11am. If student is not here by 11am will result in automatic disqualification. Any other offense will result in automatic disqualification for that activity impacted.**

## **STUDENT DRUG TESTING**

### **Purpose**

Alcohol and drug abuse are serious problems. Schools, including Monroe City R-I School District, are not immune. Even students involved in extra-curricular activities are increasingly using alcohol and are experimenting with prescription drugs and “street drugs” such as marijuana and cocaine.

The educational program and drug-testing program described in these materials is part of an overall physical conditioning program at Monroe City R-I School District. The goal is not to levy discipline, but rather to aid in discovery and prevention of possible drug-related problems. The key component of this program is opening the lines of communication between students and parents about the serious matter of drug usage and abuse and to offer support for those that may need it.

We believe that students at Monroe City High School need to have assistance in dealing with the peer pressure associated with drugs and alcohol. This process will help give them another way to say “NO” to those things.

The program is mandatory to all students participating in MSHSAA sponsored activities. These include athletics and extracurricular activities (Band, Cheerleading, Choir, Dance, and Quiz Bowl). A student using drugs is a danger to him/herself as well as other students. All students in the Monroe City High School who choose to participate in a covered activity are entitled to do so in a drug free environment.

The program does not affect other policies and practices of the school in dealing with drugs or alcohol use or possession where reasonable suspicion is obtained by means other than the mandatory and random sampling discussed here. All students involved in the covered activities will be included in the random pool for testing; once a student’s name enters the testing pool, they will be in the pool for 365 calendar days and subject to random testing.

### **Consequences**

Consequences for a non-negative test shall be suspension from competition in covered activities for a period of 15 school days from when the test results were determined. During this time the student will need to attend all practices and games, but will not be allowed to participate until the following is complete. The student will also need to attend one (1) drug counseling session. A mandatory test must be taken by the student on the next random screening date or sooner. This will be at the expense of the student and parent/guardian. (No student will be

denied participation in any covered activity due to the inability to pay for drug testing. Each hardship case will be reviewed by the school district administration). This test must show a decrease in the level detected in the urine and be administered within 45 days of the original positive test. The lab testing facility must be pre-approved by the school district, must be a SAMSHA certified lab, and the test must include the substances tested for in the school testing program. The student may not attend practice sessions, team functions or sit with or participate with fellow participants during activities until a second test has verified that the levels are decreasing.

This is to ensure the student is no longer using the drugs and is safe to continue with practice in the covered activity. After the student presents a non-negative test for illegal substances, he or she will be subject to non-random testing at the request of the administration. The student may be tested in this manner for 365 calendar days beginning from the date of the first non-negative result. Testing procedures will remain identical to the random testing procedures. A second non-negative test occurring after 45 days of the confirmative screening, mandatory or random, will result in the student being ineligible to participate in all covered activities for 365 calendar days and until the student produces a negative screening. A third non-negative result occurring after 45 days of the 2<sup>nd</sup> non-negative screening will result in permanent loss of covered activities for his/her high school career.

### **Drug Counseling and Assistance**

The main goal of this drug testing policy is to educate students regarding the serious problems of drug and alcohol abuse. As such, drug counseling and assistance programs will be required by the school district for any student with a non-negative test under this policy. Failure to meet this requirement will result in dismissal from the covered activity for the remainder of the season or school year. In addition, the student will not be allowed to participate in any activity until this requirement has been met. If requested by the parent/guardian, assistance in obtaining help for the student will be provided by the school counselors. Any assistance otherwise or enrollment into any other drug counseling sessions will be the responsibility of the student and parent/guardian. The school district will not request or accept any information regarding the treatment of students participating in a drug counseling program, other than enrollment in or completion of an approved program.

**First Offense:** All students with a non-negative test shall be required at the individual's expense to undergo a one (1) session screening. The screening is to provide guidance for the student, parents, coaches, and school officials to determine if additional intervention such as counseling or treatment shall be considered. The counselor, with the legal consent of the parent and/or student is to provide a written report of the screening to the school.

- Ineligible to participate in covered activities for 15 school days.
- May not attend practice sessions, team functions, or sit with or participate with fellow participants during ineligibility period.
- May begin to participate in practice sessions only during the 15 day period once the following conditions have been met:
  - Attend one (1) drug counseling session.
  - Produce a drug screen which shows a reduction in the levels detected in the urine.

**Second Offense:** All students involved in a second non-negative test are expected to undergo appropriate counseling and treatment for said problem. This is to be done at the individual's expense. If the student completes the school approved program, the punishment will be reduced to 180 days.

- Ineligible to participate in covered activities for 365 calendar days.
- In order for the suspension to be reduced to 180 days the student must meet the following conditions:

- Attend an appropriate drug counseling or treatment program.
- Produce a negative drug screen

**Third Offense:** Permanent loss of covered activities for his/her high school career.

## **STUDENT DRUG TESTING**

### **Procedures and Guidelines**

Each school year, prior to a student's participation in a specified activity, each participating student and a parent/guardian will be invited to attend a drug awareness session. At the session, each student and parent/guardian shall receive information regarding the district's drug testing policy and its procedures. During each session students and parents/guardians will have the opportunity to ask questions they have regarding the program.

At the conclusion of the session, the student shall take home the drug testing policy and have it signed by both the student and a parent/guardian. This procedure and consent form contains the procedures for mandatory and random testing. It provides that the student must sign the consent form to be eligible to participate in covered activities at Monroe City High School.

A student may refuse to be randomly tested, but if he or she chooses to do so, he or she will immediately be suspended from participating in covered activities for 365 calendar days. The student will need to produce a negative test prior to being eligible to practice or participate after the 365 calendar day suspension has been served.

Participating students will be randomly tested, by a contracted company, once they become a part of any covered activity. A random selection of pool members, not to exceed 50 percent of total pool, will be chosen each time a test is given. Once a student enters the testing pool, they will be eligible for random testing for 365 calendar days. All students and their parents (s)/guardian(s) must sign a consent form annually for their student to participate in any covered activity. For random testing, each student will be assigned a number that will be maintained in the school office. Students who wish to drop out of the drug pool must have their parent/guardian come to the school and meet with the activities director. The parent/guardian must sign a release form stating that they no longer wish to participate in the drug pool. Once a student is dropped from the drug pool they are immediately suspended from any covered activity and are no longer allowed back into the pool. The student must, at their expense, produce a negative test result by a school approved testing agency before they will be admitted back into the pool.

### **Privacy and Confidentiality**

The testing method to be administered will be urinalysis. Appropriate steps will be taken to respect the privacy of students while, at the same time, preventing falsification of the testing. Upon receiving a notice from the administration that the student has been selected for a random drug test, the student will then go to an assigned area and wait until it is their turn to produce a specimen.

Prior to being called by the test administrator, the student will be given an identification number by a school official. When called by the test administrator, the student will proceed to the testing site. The student will present the identification number to the test administrator, who will record that number on the test recording form. The test administrator will then ask the student to remove hats and outer garments (if any) and place the contents of the pockets on the testing table. The student will be allowed to return any non-containers to their person. The student will then be asked to select a collection cup. The test administrator will accompany the

student to the restroom, where the student will be instructed to place the collection cup on a ledge or counter and then wash their hands. The test administrator will have placed blue dye into each toilet in the restroom and have taped off all but one sink, prior to the student testing or as the student is washing. When the student finished drying their hands, the test administrator will instruct the student to open the collection cup and empty the contents, step into a pre-selected stall and void into the collection cup. The student will also be asked not to flush any toilet or use any faucet. The test administrator will then step out of the restroom, or behind the restroom outer wall (if there are no outer doors to the restroom), until the student completes the void and comes out of the stall, and places the collection cup on a pre-arranged flat surface.

When the test administrator re-enters the restroom, he will take the collection cup and determine if there is a sufficient amount of specimen to test, that the specimen has an appropriate temperature, and that there is no foreign color or odor to the specimen (if any of the above take place, the test administrator will reject the specimen and collect a second specimen). If the specimen is acceptable for testing, the student will be asked to again wash their hands and then stand by the entrance of the restroom (keeping the specimen in their sight)./ The test administrator will then open a screening test device and place it in the specimen. When the test administrator completes the screening process, the student will be permitted to leave the test area, unless the initial screen indicates the presence of a drug included on the school testing agenda.

If the screening test indicates a non-negative screen, the verification process will be implemented. Also, a negative specimen may periodically be selected to go through the verification process for internal quality control purposes of the collection company.

The test results will remain confidential and will only be released to the student, his/her parents(s) or guardian(s), and the approved school officials (Principal, Superintendent, Athletic Director, and Athletic Secretary). In addition, the test results will not be used for student discipline and will not become part of the school record or communicated to any other party. All files regarding the participants in the program, as well as test results shall be kept strictly confidential and will be kept separate from the mandatory school files required for each student. Furthermore, if the student has a non-negative test, the administration will not use or reveal a non-negative test result as a reason to search the student's locker, purse, backpack, or other area in which the student keeps his or her personal effects. Test results will not be turned over to the police or authorities without a court order and the administration will not disclose test results without a court order for purposes of a criminal investigation.

### **Verification of Sample**

If a specimen is non-negative, then testing procedures shall be conducted according to procedures designed to endure integrity of specimens and the chain of custody of specimens. The test administrator will pour the specimen given by the student into a specimen vial(s). The test administrator will pour approximately 30ml. into the first vial. If there is a sufficient amount of specimen, a second vial of approximately 15 ml. will be poured out. The remaining specimen, if any, will be discarded and the test administrator will complete the chain of custody according to proper collection procedures. The specimen will then be shipped to a SAMSHA certified laboratory for a second screening. If the second screening is non-negative, then a confirmation analysis will be conducted using gas chromatography/mass spectrometry (GC/MS). The results of the confirmation test will be released to the designated school official, who will then contact the parent(s)/legal guardian(s) of the student, and the student, to arrange a meeting to discuss the test results. The parent/guardian will be put in contact with a MRO (Medical Review Officer) and be asked to verify any medications the student is currently taking in order to de-

termine if there is a legitimate medical reason to explain the presence of the non-negative drug in the student's specimen.

### **Disclosure of Other Medications**

Upon confirmation by a SAMSHA certified laboratory of a non-negative specimen, the parent/guardian will be put in contact with a MRO (Medical Review Officer) and be asked to verify any medications the student is currently taking in order to determine if there is a legitimate medical reason to explain the presence of the non-negative drug in the student's specimen. The MRO (Medical Review Officer) will be solely responsible to determine the validity of the medication producing the non-negative result. If the medication produces a legitimate medical reason for the presence of the drug, the results will be deemed as negative. If there is no legitimate or acceptable medical explanation, the non-negative result will remain. Proof of medication can be given through the presentation of a prescription bottle or through physician verification.

### **Drugs that Monroe City High School will be testing for:**

Monroe City R-I School District will be using a 4-panel up to a 12-panel urine drug screen and can test f MRO (Medical Review Officer) or the following drugs: Marijuana (THC), Cocaine, Amphetamines (and Methamphetamines), Opiates, Benzodiazepines, Phencyclidine, Methadone, Barbiturates, Tricyclic Antidepressants, Ecstasy, Propoxyphene, Osycodone.

## **EXTRA-CURRICULAR CITIZENSHIP POLICY**

### **Umbrella Policy**

Students who represent the Monroe City R-1 School in extra-curricular activities must be "creditable citizens" and judged so by the standards set forth by the MSHSAA and the Monroe City R-1 Board of Education as indicated in the "Student Activities Handbook". Those students whose character of conduct is such to reflect discredit upon themselves or their school is not considered "creditable citizens". Conduct shall be satisfactory in accord with the standard of good discipline.

A student shall not be considered eligible while under suspension from school. The student who is expelled or withdraws from school because of disciplinary measures shall not be considered eligible for 365 days from the date of expulsion or withdrawal. If a student misses class on the date of a contest without being excused by the principal, he/she shall not be considered eligible on that date.

The consequence for unacceptable student behavior will be administered in concert with the District Policy Manual. Each individual activity has the authority to set more restrictive citizenship standards and shall have the authority to judge its participants under those standards. The standards, however, shall be reviewed and sanctioned by the building principal at the beginning of the school year to insure that the standards are reasonable. Each extra-curricular participant shall have a copy of the more restrictive citizenship standards.

During a suspension from extra-curricular activities, the student will be able to practice, but not represent the school in an inter-school event or otherwise represent the school.

## **STUDENT IN GOOD STANDING POLICY**

In order to stress the importance of self-discipline, respect for others, and punctuality, students of Monroe City High School should exhibit certain positive behaviors. In order to be considered a student in good standing as a citizen of our high school students must conduct themselves in such a manner. If a student fails to exhibit cer-

tain positive behaviors they will lose privileges associated with the high school. Students who are considered in good standing will be recognized with an incentive day in December and May. Below are the criteria for a student to lose their status as a student in good standing (all criteria are based on a semester and a student may lose their status at any time):

- A student tardy to more than 10 classes.
- A student late to school more than 7 times.
- A student having 7 discipline referrals (tardies excluded).
- A student absent more than 8 times.
- Privileges lost will include but are not limited to: field trips, FFA contests, FBLA contests, band contests, choir performances, spectator at any school event, Prom, or participation in athletics. (Essentially, students considered not in good standing will be allowed to attend school from 8:05-3:05, and will not be allowed on school property at any other times.)

### **CITIZENSHIP REQUIREMENTS**

*MSHSAA By-Law 2.2.1* – Students who represent a school in interscholastic activities must be creditable citizens and judged so by the proper school authority certifying a list of students for competition. Those students whose character or conduct is such as to reflect discredit upon themselves or their schools are not considered “creditable citizens.” Conduct shall be satisfactory in accord with the standards of good discipline.

A student shall not be considered eligible while under suspension. The student who is expelled or who withdraws from school because of disciplinary measures shall not be considered eligible for 365 days from the date of expulsion or withdrawal. If a student misses class(es) without being excused by the principal, the student shall not be considered eligible on that date. Further, the student cannot be certified eligible to participate on any subsequent date until the student attends a full day of classes (or has an excused absence(s) from class) without an unexcused absence.

Each individual school has the authority to set more restrictive citizenship standards and shall have the authority to judge its students under those standards.

### **MSHSAA BOARD POLICY ON COURT ASSIGNED PROBATION AND CITIZENSHIP REQUIREMENTS**

A student who commits an act for which charges may be or have been filed by law enforcement authorities under any municipal ordinance, misdemeanor or felony statute shall not be eligible until all proceedings with the legal system have been concluded and any penalty (i.e. jail time, fine, court costs, etc.) or special condition of probation (i.e. restitution, community service, counseling, etc.) has been satisfied. If law enforcement authorities determine that charges will not be filed, eligibility will be contingent upon local school policies. Moving traffic offenses shall not affect eligibility, unless they involve drugs, alcohol, or injuries to others. After a student has completed all court appearances and penalties, and has satisfied all special conditions of probation and remains under general probation only, local school authorities shall determine eligibility.

Each student is responsible to notify the school of any and all situations that would affect his/her eligibility under the above standards. If the student does not notify the school of the situation prior to the school's discovery, then the student shall be ineligible for up to 365 days from discovery, pending review by the Board of Directors.

## HIGH SCHOOL ACTIVITIES

### Citizenship Policy

**This policy shall be accumulative throughout the student's four year tenure at the High School. This policy shall be in effect during the athletic season and any portion of the season, which exceeds the academic school year.**

#### **POSSESSION AND/OR USE OF TOBACCO**

The possession and/or use of tobacco by any student under the age of 18 is prohibited by law. Any student involved in the possession and/or use of tobacco will be considered in violation of the citizenship standard. If the student has been found to be in violation of this standard, by the law or if disciplined by the school, the following applies:

**First offense:** The student's participation in inter-scholastic activities will be restricted for a period equal to 5 school days of the sport season. Students will be required to practice, but will not be allowed to represent the school in any inter-scholastic athletic contest during the period of restriction.

**Second offense:** The student's participation in inter-scholastic activities will be restricted for a period equal to 15 school days of the sport season. Students will be required to practice, but will not be allowed to represent the school in any inter-scholastic athletic contest during the period of restriction.

**Third offense:** The student's participation in inter-scholastic activities will be restricted for a period equal to 45 school days of the sport season. Students will be required to practice, but will not be allowed to represent the school in any inter-scholastic athletic contest during the period of restriction.

**Fourth offense:** The student's participation in inter-scholastic activities will be restricted for a period equal to 90 school days of the sport season. Students will be required to practice, but will not be allowed to represent the school in any inter-scholastic athletic contest during the period of restriction. All subsequent offenses after the fourth offense will result in additional 90 school day suspensions.

#### **POSSESSION AND/OR USE OF ALCOHOL**

The possession and/or use of alcohol by any student under the age of 21 is prohibited by law. Any student involved in the possession and/or use of alcoholic beverages will be considered in violation of the citizenship standard. If the student has been found to be in violation of this standard, by the law or if disciplined by the school, the following applies:

**First offense:** The student's participation in inter-scholastic activities will be restricted for a period equal to 15 school days of the sport season. Students will be required to practice, but will not be allowed to represent the school in any inter-scholastic athletic contest during the period of restriction.

**Second offense:** The student's participation in inter-scholastic activities will be restricted for 365 days from the date of the offense.

**Third offense:** The student is no longer eligible to participate in inter-scholastic activities for the rest of their high school tenure.

## **POSSESSION AND/OR USE OF ILLEGAL DRUGS**

The possession and/or use of illegal drugs or drug paraphernalia are prohibited by law. Any student involved in the possession and/or use of illegal drugs or in possession of drug paraphernalia will be considered in violation of the citizenship standard. If the student has been found to be in violation of this standard, by the law or if disciplined by the school, the following applies:

**First offense:** The student's participation in inter-scholastic activities will be restricted for a period equal to 45 school days of the sport season. Students will be required to practice but will not be allowed to represent the school in any inter-scholastic athletic event during the period of restriction.

**Second offense:** The student's participation in inter-scholastic activities will be restricted for 365 days from the date of the offense.

**Third offense:** The student is no longer eligible to participate in inter-scholastic activities for the rest of their high school tenure.

## **SALE OF ILLEGAL DRUGS OR DRUG PARAPHERNALIA**

Any student who has been determined to be selling illegal drugs or drug paraphernalia will be considered in violation of the citizenship standard and the following applies:

**First offense:** The student's participation in the inter-scholastic athletics will be restricted for a period equal to 365 school days. The student will not be allowed to represent the school in any inter-scholastic athletic contest during the period of restriction. If the period of restriction exceeds the current school year, the remaining time of the restriction will be served in the next school year.

**Second offense:** The student is no longer eligible to participate in inter-scholastic activities for the rest of their high school tenure.

**If a student/athlete is convicted of a serious crime, the athlete's coach has the discretion to impose more serious penalties than stated in this policy.**

## **COUNSELING/TREATMENT**

**First offense:** All students found to be in violation of the citizenship standard for the possession and/or use of alcohol, illegal drugs, or drug paraphernalia shall be required at the individual's

expense to undergo a one session screening. The screening is to provide guidance for the student, parents, coaches, and school officials to determine if additional intervention such as counseling or treatment shall be considered. The counselor, with the legal consent of the parent and/or student is to provide a written report of the screening to the school.

**Second Offense and Subsequent Offenses:**

All students involved in the possession and/use of alcohol, illegal drugs or drug paraphernalia are subject to school discipline and are expected to undergo appropriate counseling and treatment for said problem. This is to be done at the individual's expense.

**MIDDLE SCHOOL ATHLETICS**  
Citizenship Policy

**This policy shall be in effect during the athletic season and any portion of the season, which exceeds the academic school year. For purposes of this policy, guilt will be determined by conviction in the appropriate court of law.**

**POSSESSION AND/OR USE OF TOBACCO**

The possession and/or use of tobacco by any student under the age of 18 is prohibited by law. Any student involved in the possession and/or use of tobacco will be considered in violation of the citizenship standard. If the student has been found to be in violation of this standard, by the law or if disciplined by the school, the following applies:

- First offense:** The student's participation in inter-scholastic activities will be restricted for a period equal to 5 school days of the sport season. Students will be required to practice, but will not be allowed to represent the school in any inter-scholastic athletic contest during the period of restriction.
- Second offense:** The student's participation in inter-scholastic activities will be restricted for a period equal to 15 school days of the sport season. Students will be required to practice, but will not be allowed to represent the school in any inter-scholastic athletic contest during the period of restriction.
- Third offense:** The student's participation in inter-scholastic activities will be restricted for a period equal to 45 school days of the sport season. Students will be required to practice, but will not be allowed to represent the school in any inter-scholastic athletic contest during the period of restriction.
- Fourth offense:** The student's participation in inter-scholastic activities will be restricted for a period equal to 90 school days of the sport season. Students will be required to practice, but will not be allowed to represent the school in any inter-scholastic athletic contest during the period of restriction. All subsequent offenses after the fourth offense will result in additional 90 school day suspensions.

## **POSSESSION AND/OR USE OF ALCOHOL**

The possession and/or use of alcohol by any student under the age of 21 is prohibited by law. Any student involved in the possession and/or use of alcoholic beverages will be considered in violation of the citizenship standard. If the student has been found to be in violation of this standard, by the law or if disciplined by the school, the following applies:

**First offense:** The student's participation in inter-scholastic athletics will be restricted for a period equal to 15 school days of the sport season. Students will be required to practice, but will not be allowed to represent the school in any inter-scholastic athletic contest during the period of restriction.

**Second offense:** The student's participation in inter-scholastic athletics will be restricted for the 365 days from the date of the offense.

**Third offense:** The student's participation in inter-scholastic athletics will be restricted for the remainder of their middle school career.

## **POSSESSION AND/OR USE OF ILLEGAL DRUGS**

The possession and/or use of illegal drugs or drug paraphernalia are prohibited by law. Any student involved in the possession and/or use of illegal drugs or in possession of drug paraphernalia will be considered in violation of the citizenship standard. If the student has been found to be in violation of this standard, by the law or if disciplined by the school, the following applies:

**First offense:** The student's participation in inter-scholastic athletics will be restricted for a period equal to 45 school days of the sport season. Students will be required to practice but will not be allowed to represent the school in any inter-scholastic athletic event during the period of restriction.

**Second offense:** The student's participation in inter-scholastic athletics will be restricted for 365 days from the date of the offense.

**Third Offense:** The student's participation in inter-scholastic athletics will be restricted for the remainder of their middle school career.

## **SALE OF ILLEGAL DRUGS OR DRUG PARAPHERNALIA**

Any student who has been determined to be selling illegal drugs or drug paraphernalia will be considered in violation of the citizenship standard and the following applies:

**First offense:** The student's participation in the inter-scholastic athletics will be restricted for a period equal to 365 school days. The student will not be allowed to represent the school in any inter-scholastic athletic contest during the period of restriction. If the period of restriction exceeds the current school year, the remaining time of the restriction will be served in the next school year.

**Second offense:** The student is no longer eligible to participate in inter-scholastic activities for the remainder of their middle school career.

**If a student/athlete is convicted of a serious crime, the athlete's coach has the discretion to impose more serious penalties than stated in this policy.**

## **COUNSELING/TREATMENT**

**First offense:** All students found to be in violation of the citizenship standard for the possession and/or use of alcohol, illegal drugs, or drug paraphernalia shall be required at the individual's expense to undergo a one-session screening. The screening is to provide guidance for the student, parents, coaches, and school officials to determine if additional intervention such as counseling or treatment shall be considered. The counselor, with the legal consent of the parent and/or student is to provide a written report of the screening to the school.

### **Second Offense and Subsequent Offenses:**

All students involved in the possession and/or use of alcohol, illegal drugs or drug paraphernalia are expected to undergo appropriate counseling and treatment for said problem. This is to be done at the individual's expense.

## **GENERAL INFORMATION**

### **A. INSURANCE AND PHYSICALS**

1. All students participating in athletics and cheerleading are required to have on file, with the Athletic Director, a physician's certificate stating that he/she is physically able to participate in the sport or activity.
2. Students must in all ways meet guidelines set forth by the Missouri State High School Activities Association and the Monroe City R-1 Board of Education.
3. A student and parent must have on file a handbook verification form in order for the student to be able to participate.
4. A student shall not be permitted to practice or compete for the Monroe City R-1 School until the school has verification that the student in question has the basic athletic insurance coverage.

### **B. LIMITED PARTICIPATION DURING SPORTS SEASONS**

Once a student commits to participation on an athletic team, he/she is committed for the remainder of that team's designated sports season. An athlete will be considered committed to that sport if they are on the team roster for the opening contest of that sports season. This provision can be waived if certain circumstances warrant including the consent of all coaches involved, the Athletic Director, and Principal. Without this waiver, no athlete may participate in another sport until the sport to which they are committed has completed its designated season.

### **C. TRANSPORTATION**

All students participating in school sponsored activities requiring transportation will be transported by school furnished transportation. Students are not allowed to drive themselves to an event and must re-

ceive permission from both their coach/sponsor and the principal before using alternate transportation sources to an event. No student will be allowed to participate if they violate the above provisions. Students may ride home with their parents if their parents contact the coach/sponsor in person at the contest and sign out with the coach.

#### **D. PERSONAL APPEARANCE**

The personal appearance of all students participating in the Monroe City R-1 High School Activities Program should be a credit to the school and themselves. Individual coaches/sponsors will make appropriate rules and guidelines in this area.

#### **E. SPECIAL RECOGNITION NIGHTS AND EVENTS PERTAINING TO ATHLETICS**

The following events and/or recognition nights will be planned annually in conjunction with certain sports:

1. Football
  - a. Homecoming activities including a parade, king and queen coronation, and dance.
  - b. Senior Parents Recognition Night usually held at the last regularly scheduled home varsity game, which will include parents of football players, football cheerleaders, and band members.
  - c. An awards banquet scheduled by the Athletic Director.
2. Softball
  - a. Senior Parents Recognition Night usually held at the last regularly scheduled home varsity game.
  - b. An awards banquet scheduled by the Athletic Director.
3. Cross Country
  - a. An awards banquet scheduled by the Athletic Director.
4. Basketball
  - a. Homecoming activities including a king and queen coronation and a dance.
  - b. Senior Parents Recognition Night usually held at the last regularly scheduled home varsity game, which will include parents of boys basketball, girls basketball, basketball cheerleaders, and pompon members
  - c. An awards banquet scheduled by the Athletic Director.
5. Golf
  - a. An awards banquet and senior parent recognition scheduled by the Athletic Director.
6. Track
  - a. An awards banquet and senior parent recognition scheduled by the Athletic Director.
7. Baseball
  - a. Senior Parents Recognition Night usually held at the last regularly scheduled home varsity game, which will include parents of baseball players.
  - b. An awards banquet scheduled by the Athletic Director.
8. Middle School Sports
  - a. An awards banquet will be scheduled by the Athletic Director at the end of the school year.

## **F. PRACTICE SESSIONS AND PRACTICE TIMES**

Practice sessions for all High School sports will last approximately 2 ½ hours. Practice sessions for all Middle School sports will last approximately 2 hours. Coaches will provide athletes with anticipated practice times at least one week in advance whenever possible. Deviation from the scheduled times may be necessary due to tournament schedules. During the Fall and Spring Sport seasons, daily adjustment may be necessary due to extreme heat conditions. A decision on practice times will be made jointly by the head coach, athletic director, principal, and superintendent. During the Winter sports season, in the event that school is dismissed early due to inclement weather, all athletic practices will be canceled.

No practices or use of the gymnasium, or other athletic facilities may be conducted on Sunday, unless unusual circumstances prevail and such use is cleared through proper administrative channels.

1. Practice times for Girls Softball:
  - a. Varsity and junior varsity teams will practice after school at the Lions Club Field from 3:15 – 6:00 p.m. Practice for this sport will commence prior to the start of school; therefore players will need to contact the coach or athletic director for times.
  - b. Approximate practice times for Middle School softball – The team will practice after school at the Lions Field from 3:15 – 5: 15 p.m. Practice for this sport can commence prior to the start of school; therefore players might need to contact the coach or athletic director for times.
2. Practice times for Football:
  - a. Varsity and junior varsity teams will practice after school at the practice field from 3:15 – 6:00 p.m. Practice for this sport will commence prior to the start of school; therefore players will need to contact the coach or athletic director for times.
  - b. Approximate practice times for Middle School football – The team will practice after school at the practice field from 3:15 – 5:30 p.m. Practice for this sport will commence prior to the start of school; therefore players might need to contact the coach or athletic director for times.
3. Practice time for Cross Country:
4. Practice times for Basketball:
  - a. Varsity and junior varsity teams will practice after school from either 3:10 - 5:30 p.m. or 5:30 – 8:00 p.m.
  - b. Approximate practice times for Middle School basketball – The teams will practice after school from 3:15 p.m. – 5:30 p.m
5. Practice times for Boys and Girls Track:
  - a. All track practices will take place after school from 3:15 – 6:00 p.m. at Lankford Field or in the event of bad weather, in the school gymnasium/halls.
  - b. Approximate practice times for Middle School boys and girls track – All track practice will take place after school from 3:15 – 4:30 p.m. at Lankford Field or in the event of bad weather, in the school gymnasium/halls.
6. Practice times for Golf:
  - a. Varsity and junior varsity teams will practice after school at Mosswood Golf Course from 3:15 – 5:30 p.m.

7. Practice times for Baseball:
  - a. Varsity and junior varsity teams will practice after school at the Lions Club Field from 3:15 – 6:00 p.m.

**\* Early release days and vacation days practice times will be set by the individual sports coaches.**

**\*\*These practice times are tentative and may be subject to change due to scheduling conflicts or extenuating circumstances.**

### **24 HOUR NO CONTACT WITH COACH POLICY**

Extra-curricular and co-curricular events often represent the extremes of emotions. Profanity and confrontational behavior will not be tolerated. Parents/Guardians who have a complaint should not contact the coach/sponsor through any verbal or written communication within 24 hours after a game or performance. This will allow adults to calm down and not react in an emotional manner in front of their children. Complaints should be handled in a one on one manner out of sight of other players and parents. Steps in the grievance process are:

1. Student meets with coach/sponsor before or after practice.
2. Parent meets with coach/sponsor following the 24-hour grace period. (Please contact the Athletic Director or Administrator so that this meeting can be scheduled.)
3. Parent, Coach/Sponsor and Administrator meet.

\*\*\*\*\*Failure to follow these procedures and breaking the 24 hour rule will result in the following consequences for all offending parties:

**First offense:** Suspension from all school sponsored extra-curricular/co-curricular activities. The suspension will be a time period set by the Athletic Director and Administrator no less than two weeks and no greater than twelve weeks or the rest of the season, whichever is greater, depending on the severity of the action taken by the adult in question.

**Second offense:** Suspension from all school sponsored extra-curricular/co-curricular activities. The suspension will be a time period set by the Athletic Director and Administrator no less than twelve weeks and no greater than 365 days depending on the severity of the incident. The offending person or persons may also be banned from school premises as deemed necessary.

**Third offense:** Suspension from all school sponsored extra-curricular/co-curricular activities. The suspension will be a time period set by the Athletic Director and Administrator no less than 365 days with the possibility of being suspended indefinitely. The offending person or persons may also be banned from school premises as deemed necessary.

Sportsmanship is an EXPECTATION, so please...Let the players play, let the coaches' coach, let the officials officiate, and let the spectators be POSITIVE!

### **GUIDELINES FOR OUT-OF-SEASON SPORTS CONDITIONING**

During a period the student is **not** a member of a school sport team, he/she may participate in an out-of-season sports conditioning program administered by the school in which he/she is enrolled, under the following conditions:

- A. Participation in the program must be open to all students enrolled in the school.

- B. Participation is voluntary and is not required directly or indirectly for membership on a high school squad.
- C. Participants will furnish their own clothing (sweat suits, shorts, shoes, etc.).
- D. Activities shall be limited to running, weight training, and calisthenics. Agility drills that do not involve specific skills of a given sport are also permitted.
- E. Specific equipment pertaining to a given sport may **not** be used. This includes, but is not limited to, such items as footballs, basketballs, volleyballs, wrestling mats, hurdles, shot put, discus, high jump or pole vault standards or landing pits, batting cages, blocking or tackling dummies, charging sleds, and other similar equipment.
- F. In those cases where schools schedule all athletes into a “last hour” athletics class in which no physical education credit is offered, the guidelines outlined in items c, d, and e above shall apply. If this class is a part of the school physical education program and credit is given, those athletes whose sport is not in season may receive instruction in a given sport as long as the different periods in the daily schedule include the same instruction. The teaching units in physical education program in such situations shall be scheduled so sports that are in season or sports not included in the school’s interscholastic program are taught. It is strongly recommended that “last hour” athletics class not be used as a substitute for the regular physical education requirement.

### **SPORT PARTICIPATION AND CONTACT – DURING THE SUMMER**

- A. **DEFINITION OF SUMMER** – Summer is defined as the period beginning with the day following the last day of school or the Friday preceding Memorial Day, whichever is earlier and ending July 31 for all fall-season sports (See By-Laws 3.27.6) and ending Sunday of Standardized Calendar Week Number Six for all other sports.
- B. **DEFINITION OF CONTACT DAY** – A day of contact is defined as any date on which any coaching or instruction in the skills and techniques of any sport takes place, regardless of whether activity-specific equipment is used. Any of the following would count as a day of contact – competition, practice, review or chalkboard sessions, open facility, camp/clinic, group lessons, private lessons. Conditioning/Strength activities will not count as a contact day, as long as the activity adheres to the provisions outlined in By-Law 3.14.7-a through e. Simply being at a school facility will not count as a day of contact unless both coach and student are there and the sport (as defined above) is taking place.

During the summer, students may participate in sports activity, as long as such activity meets the provisions contained in other applicable MSHSAA by-laws, and under the following conditions:

- A. **LIMITS ON CONTACT** – For all Athletics (Grades 7-12) only, a limit of twenty(20) contact days are allowed per sport, per gender during the summer (as defined in By-Law 3.15.1-a). Sports contact, as defined above, between any coach for a particular sport and gender and any student enrolled at the member school or who will be enrolled in and attending the member school that fall will count as one day of contact toward the limit of 20 days for that sport. Summer contact days shall be documented and available upon request to other member schools and/or the MSHSAA office. Contact taking place after July 31 for fall sports and Monday of Standardized Calendar Week Number Six for other sports must meet the requirements outlined in By-Laws 3.13 and 3.14.

## **C. GENERAL REQUIREMENTS**

1. **Summertime Dead Period:** See By-Law 1.5 regarding the required Summertime Dead Period.
  - a. All MSHSAA member schools shall establish a summertime dead period for all MSHSAA sponsored sports and activities. The dead period shall last nine consecutive days, will be set individually by each member school, will be reported to MSHSAA no later than April 1 each year, and the dead periods for all member schools will be posted on the MSHSAA website.
  - b. A summertime dead period is defined as follows: a period of defined length in which no contact takes place between school coaches/directors of MSHSAA sponsored activities and students enrolled in the member school, or who will be enrolled in the member school during the next school year. During the dead period school facilities are not utilized by enrolled students in connection with any sport or activity governed by MSHSAA. The dead period is a “no school activities time”; no open gyms, competitions, practices, conditioning, weight training; no activity-related functions or fundraisers, camps or clinics at school facilities or sponsored elsewhere by the school; no coaches/directors or students may have planned contact other than casual, normal community, non-activity contact. The school dead period must be the same for all sports and activities. While there may be sports activities during this time, they must not involve the school coach, the school or school facilities.
2. **Voluntary Participation:** All participation of students during the summer shall be voluntary and cannot be required directly or indirectly for team membership.
3. **Fall, Winter, and Spring Sports Dead Period:** A period of seven days prior to the sport’s allowable contest in which no contact takes place between school coaches/directors of MSHSAA-sponsored activities and students enrolled in the member school, or who will be enrolled in the member school during the upcoming school year. Further, during this period, athletes shall not attend any specialized sports camp involving that particular sport.

### **SPORTS CAMP ELIGIBILITY STANDARDS**

(Reprinted from MSHSAA Official Handbook)

A student may participate in a specialized camp, clinic, or other similar program involving coaching and instruction in a sport provided the program and the student’s participation meet the following requirements.

- A.** No school coach or other school representative may directly or by implication direct a student to attend a specialized sports camp as a condition for team membership.
- B.** The camp fee tuition shall be provided by the student or the student’s parents.
- C.** A student shall not receive pay or expenses for working in a specialized sports camp or serving as an instructor or counselor at a camp involving a sport in which he/she participated.
- D.** No school owned personal player uniforms or equipment shall be used in summer activities that are not school sponsored, other than outlined in By-Law 3.15.6.b and By-Law 3.11.3. Member schools may not rent, sell, lease, or loan their uniforms or player equipment for use in non-school sponsored camps or clinics or contests, other than outlined in By-Law 3.15.6.b and By-Law 3.11.3.

School owned personal player uniforms and equipment may be used during the summer for school-sponsored summer activities at the schools discretion.

**E. Football Activities**

**1. Definitions**

- a. **Half-Shell:** Participants may wear football equipment consisting of helmets, shoulder pads, and jerseys only. Contact is permitted with blocking sleds, dummies, and hand-to-chest contact is allowed for training on hand placement and displacement of opponents only, and participants may not take other participants to the ground.
- b. **Full-Pad Tackle:** Participants may wear equipment beyond what is defined as “half-shell” and contact beyond what is outlined in “half-shell” is allowed.
- c. **Acclimation Requirement:** Full-pad tackle football is only allowed after a period of three (3) consecutive days of heat and equipment acclimation in half-shell. These days will count as days of summer contact toward the football limit. If three (3) or more consecutive days pass where players have not participated in either full-pad tackle football or half-shell football, a new three-day acclimation period is required prior to full-pad tackle football.
- d. **Full-Pad Tackle Football Team Camp:** For the purposes of this section, a full-pad tackle football team camp shall be no fewer than three consecutive days and no more than six consecutive days. If such a team camp is attended for FEWER than three consecutive days, it will still count as **three** full-pad tackle days toward the limit of nine.

**2. Full-Pad Tackle Restrictions:** A maximum of nine (9) summer contact days may be used for full-pad tackle football under the following options. All remaining summer contact days shall be conducted in no more than **half-shell**.

- a. **Non-School Sponsored Football Team Camps:** Schools may allow personal player uniforms and equipment (helmets, **pads**, jerseys, etc.) to be utilized when the school is attending a non-school sponsored team football camp, where the school coach will be accompanying and coaching the players. Full-pad tackle football is allowed as such a camp after the acclimation requirement is met, and under the duration limits in 1-d above.
- b. **School Sponsored Football Activity:** Any activity (competitive or instructional) sponsored by one school is restricted to **students** enrolled at that school. Full-pad tackle football is allowed in such activities after the acclimation requirement is met.

**F. School Sponsored Summer Sports Camps (other than football):** A member school or school district may sponsor its own summer sport(s) camp(s) (team and/or individual camp) during the summer provided the following criteria are met:

1. Only students enrolled to enter the 7<sup>th</sup> grade (Junior High membership or 7-12 membership) of the 9<sup>th</sup> grade (9-12 membership) who will attend the school, and currently enrolled students in the sponsoring member school, may attend the school-sponsored camp.
2. For a school-sponsored team camp, each school team participating in the camp shall be coached and supervised at all times by a member of that school’s coaching staff.
3. A school may sponsor a youth aged camp open to any student to attend up to and including the summer preceding entry into the 8<sup>th</sup> grade.
4. **Late Release:** Schools that release for summer following the defined start of summer may hold summer camps prior to school release for summer as long as students do not miss any instructional time. Further, these days shall be counted as summer contact days as defined in this section. Football is included in this allowance as well.

**G. Non-School Sponsored Summer Sports Camps:** There is no restriction on the number of non-school sponsored specialized sports camps an individual athlete may attend during the summer provided all of the standards in this By-Law are met.

# HIGH SCHOOL ATHLETICS AND ACTIVITIES DESCRIPTION AND INFORMATION PAGES

## HIGH SCHOOL BAND

### A. GENERAL

1. Members must comply with all policies and rules as stated in the Monroe City R-1 Activities Handbook as well as the rules and regulations of the Missouri State High School Activities Association.
2. Copies of the Monroe City R-1 B.I.P. will be given to each student at the beginning of the school year and made available at registration. The B.I.P. is a document designed to answer the questions that incoming members may have, including responsibilities, performance practices, and procedures for the organization. All band members must be familiar with the packet and agree to abide by its policies.

### B. GRADING

1. Grades will be based on daily participation, performance tests, preparation for class, and attendance of rehearsals AND performances. Practice cards ARE NOT required. Whatever it takes for you to be ready to perform your part at maximum proficiency is what is needed from you. Test scores that are less than perfect may be re-tested until perfection is achieved. At times, larger point values will be used to reflect the students' level of mastery of a particular subject. Students may re-test at any time up until the end of the quarter in which the test was assigned. The key to outstanding performance is to prepare until it can't go wrong. Earning the grade of "A" in band requires a total effort.
  - a. Attendance is required at all performances. Every member is important! Attendance at band activities should never be based on convenience and participation as long as it doesn't conflict with other activities. The school, coaches and directors work out school conflicts.
  - b. Please arrange doctor and dental visits around the band schedule. This is easy to do as the dates are already available.
  - c. Excused absences: Only illness and extreme family emergencies are excused.
  - d. An "excused" absence must be made up. Students do not earn points for performances just because they notified the director. The music to be performed must be played for the director within two weeks of the absence or a grade of "0" will be earned.
  - e. All notifications must be in writing, dated and signed by the parent or guardian using the attached absence form.
  - f. Family trips or other foreseeable conflicts are not excused unless the director is informed well in advance. A few days or even two weeks prior is not an excusable absence.
  - g. Unexcused absences cannot be made up and will not earn grade points.
  - h. As a general rule, points are disbursed for the following; Performances--100 points, Pep Band--50 points, Extra rehearsals—20 points and 10-50 points for performance tests to be performed in class.

The breakdown is as follows for performances:

25% Being prompt (on time)

- 25% Performance
- 25% Uniform/ attire
- 25% Participation (behavior)

### C. PERFORMANCE ATTENDANCE

1. Though performances are required as part of the organization, sometimes conflicts cannot be avoided. In these cases there are excused and unexcused absences. Absence will only be excused in extreme circumstances.
2. Excused absences are: Sickness, death in the family, or other events which are approved at least 48 hours in advance. Regardless of the situation, please make an effort to inform the band director of any conflicts prior to the event.
3. The following are examples of absence that will not be excused; work, forgetfulness, or simply not showing up. "I Forgot" is NOT an excusable absence. Unexcused absences will earn the grade of "0".
4. Only excused absences may be made up. The makeup assignment can take either of two forms; a 3-5 page written paper or a performance test over the music taking place before or after school as arranged AND the student must make up the time missed. It is the student's responsibility to turn in an absence request...
5. If permitted, the makeup paper should be typed, double-spaced, in a font no larger than 12 with references listed on a separate sheet. The reference page does not count towards the page total. The paper should be a biography of one of the following people: John Philip Sousa, Patrick Gilmore, Wolfgang A. Mozart, Ludwig Von Beethoven, J.S. Bach, Johann Strauss, G.F. Handel, Georges Bizet, Franz Liszt, Johannes Brahms, Aaron Copland, Duke Ellington, Dimitri Shostakovich, or another musician or composer upon prior approval.
6. This paper is due one week before the end of each quarter OR at the date specified by the director.
7. **INCLEMENT WEATHER AND PERFORMANCES...**In the event of early dismissal from school OR a "snow day" the band will not perform that evening. Further, when basketball games or football games are rescheduled, the band will not perform at the re-scheduled contest. Due to the increased demand on student's time and family life, it is important to make reasonable demands on the members of an organization such as ours. Extreme heat, cold, rain or other precipitation may require an alternate instrumentation or no performance as musical instruments are not weatherproof. **Only the director of bands will determine if rain/weather is an issue.** The decision rests with the director, not a policy.

### D. AWARDS

1. **John Philip Sousa Award-** This award is presented each year to the outstanding senior band member who displays superior musicianship, merit, leadership, dependability, loyalty, cooperation, and other positive qualities of conduct. This member receives a lapel pin, a certificate, and a marble desk piece with medallion. The student's name is placed on a plaque permanently displayed in the band room. The recipient is selected by the director and a vote of the band membership and band council. The final decision rests with the director.
2. **Most Improved Player-** This award plaque goes to any band member who has made the most musical improvement in one year. The band director selects this individual.
3. **Service Award-** this award plaque is given to any student in the band displaying unending dedication and service to the band. These individuals receive their award upon completion of their senior

year. Students must have completed 3 or 4 satisfactory years in the band program to receive the award.

4. **Outstanding Freshman/Sophomore/Junior/Senior Bandsman-** these award plaques are given to the most outstanding freshman, sophomore, junior, and senior band members. They are selected by their fellow band members. In the case of a tie vote, the band director will make the selection. When a student has been selected for the Sousa Band Award, that student's class award will not be given.
5. **Outstanding Musician/ Director's Award-** This award is presented to the outstanding musician in the Concert Band. The director selects the person who is most deserving.
6. **Louis Armstrong Jazz Award-** This award is presented to the outstanding jazz musician who has contributed the most to the program. The recipient receives a marble desk piece with medallion, a lapel pin, and a certificate. The student's name will also be placed on a wall plaque that is permanently displayed in the band room. Selection is made by the director.
7. **Outstanding Color Guard Member-** This award trophy is presented to the guard member displaying motivational leadership, unselfish dedication, and outstanding technique and skill in performance.

## **E. STANDARDS FOR LETTERING**

1. A letter is earned after a student has participated in the Marching and Symphonic Bands. The band letter will be earned after 3 semesters of successful performance having successfully attended every required performance and rehearsal as well as maintain a grade of "A" or "A-".
2. The letter and band insignia is paid for by the band. For each successive year after the initial chenille letter is earned, a gold service bar will be awarded. Further, a few esteemed activities will result in an automatic letter regardless of the semesters of participation. They are: A Division One rating at State Music Festival, successful audition and performance into the All-District Band and finally a Division One rating at the District level for students who perform in multiple band events. Become an advocate and serious participant in the band program and you will go a long way towards the earning of a band letter.

## **CHEERLEADER SQUAD**

### **A. GENERAL**

1. All cheerleaders and mascots must comply with all policies and rules as stated in the Monroe City R-1 Activities handbook as well as the rules and regulations of the Missouri State High School Activities Association and the Monroe City High School cheerleading constitution.

### **B. CHEERLEADER CONDUCT AND DUTIES**

1. Regular practice times will be set up and posted for each season. A sponsor **MUST** be in attendance.
2. Cheerleaders and mascots should be present at all games of the sport for which they were selected to cheer.

### **C. STANDARDS FOR LETTERING**

1. Must complete the cheering season in good standing with the sponsor(s) and the school.

2. The discretion of the sponsor(s).

## CONCERT CHOIR

### A. GENERAL

1. Members must comply with all policies and rules as stated in the Monroe City R-1 Activities Handbook as well as the rules and regulations of the Missouri State High School Activities Association.
2. The Concert Choir is the vocal performing group of the Monroe City R-1 High School.

### B. ACTIVITIES

1. Members should be aware that out of school hours performances during the evening and on **Thursday** and Sunday will be required. Some of these activities are as follows:
  - a. Winter concert
  - b. Spring concert
  - c. **Large Ensemble** music contest
  - d. **Open House**
  - d. Graduation
  - e. Others that may be selected in a given year.

*Note:* Each required performance results in student earning 50 points toward their grade.

### C. STANDARDS FOR LETTERING

1. How to gain points:
 

a. Performance of a memorized solo in public .....	10 pts.
b. Performance of a non-memorized solo in public .....	5 pts.
c. Performance in a small ensemble in public .....	7 pts.
d. Performance in a musical or musical group other than Choir (District, Conference, etc.).....	10 pts.
e. Participation in a non-required group performance (Christmas caroling, Open House, etc.) .....	5 pts.
f. Participation in Church Choir Rehearsal and Service.....	3 pts.
g. Accompaniment to a vocal event (per event) .....	7 pts.
2. How to lose points:
 

a. Improper care of music/folder .....	-10 pts.
b. Improper or incomplete dress for performance .....	-10 pts.
c. Excused absence from performance (automatically lowers 1 letter grade) .....	-10 pts.
d. Unexcused absence from performance (automatically lowers 2 letter grades).....	-50 pts.
e. Excused tardy to performance .....	-5 pts.
f. Unexcused tardy to performance .....	-10 pts.
g. Improper conduct on trip .....	Ineligible for letter
3. Student must complete the year in good standing with the choir director and the school.

4. The discretion of the choir director.

## **FFA CHAPTER**

### **A. GENERAL**

1. Any student enrolled in the agriculture education program is a member of the FFA chapter as leadership training activities are an integral part of the curriculum.

### **B. MEMBERSHIP**

1. Members must comply with all policies and rules as stated in the Monroe City R-1 Activities Handbook.
2. Membership dues are usually collected at the beginning of school in August. Dues consist only of state and national dues, which are currently \$20.00. The Monroe city R-1 High School Chapter does not have dues; however, every student is expected to be actively involved in the chapter fundraisers which are selling popcorn at local varsity ball games and the annual sale of turkeys, sausage, cheese, and fruit.

### **C. OFFICERS**

1. The officers of the chapter are listed in the constitution. To become an officer a member must participate in an interview prior to the annual FFA banquet. The committee may consist of anyone that the advisor believes is a qualified individual. The officers are formally voted on at the chapter meeting. Chapter officers will have many duties above those of the chapter members.

### **D. ATTIRE**

1. FFA members will have the opportunity to travel to attend numerous activities. Some of these activities will require official FFA dress. Official dress for boys is: black slacks, white shirt, official blue tie, black shoes or boots, black socks, and the FFA jacket. Official dress for girls is: black skirt with black pantyhose or slacks, white blouse, official blue scarf, black closed toed shoes, and the FFA jacket. Students are never asked to buy a pair of black dress shoes, as not all activities require that the members must absolutely wear black dress shoes. When the need arises, the advisor will try to borrow a pair of shoes for the member to wear. FFA contests and receiving awards at the state and national convention are activities, which require complete official dress. When participating in agriculture education contests, students may wear regular school clothes. FFA jackets are ordered the beginning of school for students choosing to buy one.

### **E. ACTIVITIES, AWARDS AND CONTESTS**

#### **1. Leadership Conferences**

- a. Washington Leadership Conference, Washington, D.C. in the summer
- b. Greenhand Motivational Conference, Moberly, MO in January
- c. Area IV Leadership Conference for officers and greenhands in September
- d. FFA Leadership Camp, Lake of the Ozarks in June or July

- e. Missouri Agribusiness Academy in May and June

## 2. Awards

- a. Forty-two proficiency awards, Star Greenhand, Star Chapter Farmer, Star Chapter Agribusinessman Scholarship.
- b. Weight gain awards for sheep, beef, swine, and dairy
- c. Leadership
- d. Dekalb Outstanding Senior
- e. Area FFA Degree
- f. State FFA Degree

## 3. Contests

- a. FFA in March and April
  - 1. FFA Knowledge
  - 2. Creed Speaking
  - 3. Public Speaking
  - 4. Scrapbook
  - 5. Beginning Production Record Book
  - 6. Beginning Placement Record Book
  - 7. Completed Production Record Book
  - 8. Completed Placement Record Book
  - 9. Secretary's Book
  - 10. Treasurer's Book
  - 11. Extemporaneous Speaking
  - 12. Parliamentary Procedure
  - 13. Ag Issues
  - 14. Job Interview
- b. AG-ED in March and April
  - 1. Dairy Cow Judging
  - 2. Livestock Judging and Evaluation
  - 3. Soils Evaluation
  - 4. Agronomy
  - 5. Forestry
  - 6. Entomology
  - 7. Floriculture
  - 8. Meats Evaluation
  - 9. Dairy Foods
  - 10. Ag Mechanics
  - 11. Farm Business Management
  - 12. Poultry
  - 13. Nursery and Landscape
  - 14. Ag Sales
  - 15. Horses
- c. Public Speaking contest
  - 1. Missouri Pork Producers in October
  - 2. Missouri Institute Coop in October
  - 3. Missouri Sheep Producers in October
  - 4. Missouri Association of Fairs in January

5. Missouri Beef Cattleman's in February
6. Missouri Farm Bureau in October

## **F. SCHOLARSHIPS**

The following scholarships are available to Monroe City R-1 FFA members:

1. National FFA Foundation
2. Agriculture Education Contest I rating to University of Missouri
3. Washington Conference Program
4. Farmers Elevator
5. AFA-Monroe City Agribusiness

## **G. FAIRS**

1. Shelby County Fair
  - a. Open to any Shelby County 4-H and FFA members
2. Ralls County Fair
  - a. Must live in Ralls County
3. Monroe County Fair
  - a. Open to any Monroe City FFA member for livestock and rabbits.
4. Marion County Fair
  - a. Open to any Monroe City FFA member for livestock, Ag mechanics, and crops.
5. Centralia
  - a. Open to any Monroe City FFA member for livestock
6. Monroe City
  - a. Open to any Monroe City FFA member for livestock, flowers, crops, wildlife, garden, woodworking, and metal projects.
7. State Fair
  - a. Open to anyone for livestock, poultry, rabbits, crops, garden, flowers, woodworking and metal projects.
8. There are many others that our members may attend.

## **H. OTHER ACTIVITIES OF THE MONROE CITY R-1 CHAPTER**

1. Food for America in September
2. Elementary safety poster in September
3. FFA booth at fall festival
4. Homecoming float in October
5. Popcorn sales at varsity football games
6. Annual fundraiser in October
7. Barnwarming in October
8. National FFA Convention in October
9. Area delegates meetings
10. Formal Greenhand Ceremony in November
11. Basketball tournament in February
12. Appreciation Breakfast in February
13. State officer interview in March

14. Livestock Judging and Grading Seminar in March
15. FFA alumni annual meeting in March
16. State FFA convention in April
17. Chapter officer interviews in April
18. Chapter banquet in May
19. Area banquet in April
20. Summer trip in May or June
21. Adopt-A-Highway in June and December
22. BBQ in June
23. Officers BBQ in the summer

## **NATIONAL HONOR SOCIETY**

### ***R.L. HAWKINS CHAPTER OF THE NATIONAL HONOR SOCIETY***

#### **A. GENERAL**

1. National Honor Society is an honorary organization based on exemplary scholarship and expected standards of behavior in service, leadership, and character.
2. Members must comply with all policies and rules as stated in the Monroe City R-1 Activities Handbook.
3. Activities:
  - a. Installation Ceremony
  - b. Can Food Drive
  - c. Christmas Party
  - d. Computer Cupid
  - e. Initiation Ceremony and Senior Citizen Prom
  - f. Member participation and leadership in the clubs, activities, and classes at Monroe City R-1 High School
  - g. Teacher Appreciation Week
4. Meetings are held on a need be basis. Attendance is required.

#### **B. ELIGIBILITY REQUIREMENTS**

1. Scholarship: Students must have a 3.5 grade point average or above.
2. Nomination by Faculty: Eligible students must be nominated by at least two faculty members to continue the application process.
3. Service: A student must be a member of at least two organizations or activities – one of which is school related.
4. Leadership: A student must be actively involved in their organizations and classroom activities.
5. Character: As defined below:
  - a. Integrity: No recorded incidents of knowingly violating school regulations. No record of civil offenses within the community.
  - b. Cooperation: Willing to assist classmates, faculty members, etc.
  - c. Attitude: Has a positive attitude and wants to do the “right” thing in situations.
  - d. Involvement: Reasonably active in classroom situations and extra-curricular activities.
6. After students become members of the National Honor Society, they are reviewed periodically by the faculty and must maintain the high standards of the Society. Active members in the

Honor Society are required to maintain a minimum scholastic average of 3.0 GPA and live up to the character, leadership, and service ideals of the National Honor Society.

**C. METHOD OF EVALUATION**

1. Scholarship – Will be determined from student records by school officials.
2. Service – Will be judged on an application completed by the student.
3. Leadership and Character – Will be based on student’s application. This is done by the faculty committee.

**(THE FOLLOWING LETTER WILL BE SENT TO THE PARENT(S) OF STUDENTS THAT MEET THE SCHOLASTIC REQUIREMENTS OF MEMBERSHIP)**

Dear ,

Congratulations, due to your academic achievement and faculty nomination, you are eligible to apply for selection to the National Honor Society at Monroe City R-1 High School. Membership in the Society is based upon excellence in the four areas of scholarship, leadership, character, and service.

In order to be considered for the selection process, you must complete the enclosed application and return it to Mrs. Threlkeld by **Thursday, October ?**. You must be prompt. Late applications will **NOT** be accepted. Neatness is important when completing the form. A typed application is required. If you need an additional application you can go to the school web site [www.monroe.k12.mo.us](http://www.monroe.k12.mo.us) under employee directory scroll to Threlkeld, Melissa. If you click on her name, it should link you to the NHS application form. Please be sure you include at least **TWO** documented activities in each of the following areas: leadership, community activities, work experience, and recognition and awards.

A required informational meeting will be held in the High School Library in September and October during advisory to assist any applicant with the application process. If you have questions concerning membership requirements or the application, please contact Melissa Threlkeld, National Honor Society sponsor, at the school. The phone number is 573-735-4631 or her email address is [mthrelkeld@monroe.k12.mo.us](mailto:mthrelkeld@monroe.k12.mo.us)

A sample list of acceptable Leadership Activities is also enclosed. You **MUST** attach a professional letter with your application describing the activity, why you feel it demonstrates leadership, and obtain a signature of the sponsor in order for it to be considered. A sample letter is enclosed.

After returning the application, all applicants will be evaluated by the National Honor Society Faculty Council. The students must meet the following criteria:

The student must fully explain at least two examples of accomplishments in each of the four areas on the application. The same example **CANNOT** be used more than once. The same example cannot be used in separate categories.

All students meeting the above criteria will be named as initiates. Please understand that membership is not guaranteed to anyone who applies. The NHS Faculty Council makes the final decision.

Following announcement of new members, all questions concerning the selection must be addressed to the NHS Faculty Council. An appointment may be made to meet with council members by contacting me.

Sincerely,

John Fortney  
Principal

encl: Melissa Threlkeld

**R. L. Hawkins Chapter of  
The National Honor Society  
Student Activity Information Form**

**DIRECTIONS:** Please complete ALL sections. DO NOT BE MODEST. Every bit of information can be used by the faculty council to assist with the selection process. Completion of this form does NOT guarantee selection. Every section MUST contain a minimum of **TWO (2)** activities/positions. *The same example cannot be used more than once in separate categories.* All memberships must be verified. Neatness is a **MUST!** All sections of the forms **MUST be typed.**

I. NAME \_\_\_\_\_  
(Please type)

II. CO-CURRICULAR ACTIVITIES: List all activities in which you have participated during high school. Include clubs, teams, musical groups, etc., and major accomplishments in each.

ACTIVITY	YEAR				ACCOMPLISHMENTS	SPONSOR SIGNATURE
	9	10	11	12		

III. LEADERSHIP POSITIONS: List leadership positions that you have held and include a typed letter signed by the sponsor with each position. You MUST have the sponsor initial the leadership activity/position too. Only those positions in which you were directly responsible for directing or motivating others should be included.

LEADERSHIP POSITION	YEAR				ACTIVITY or ORGANIZATION	SIGNATURE OF ADULT SPONSOR
	9	10	11	12		


IV.

***NHS Student Activity Information Form***



JOB, RECOGNITION OR AWARD	YEAR				GROUP OR ACTIVITY/NUMBER OF HOURS SPENT ON JOB/VOLUNTEER ACTIVITY
	9	10	11	12	

## **PANTHER PLAYERS**

### **A. GENERAL**

1. Any student who has participated in two or more drama productions (acting, crews, or technical help) is eligible for full membership in the Panther Player Club. Students who have participated in only one production shall be provisional members until a time when they are able to have a part in another production. Provisionary members may take part in club meetings but may not hold office.
2. Members must comply with all policies and rules as stated in the Monroe City R-1 Activities Handbook.

### **B. DUES**

1. Dues will be discussed at the first meeting.

### **C. ELECTION OF OFFICERS**

1. Election of officers will be conducted at the first meeting of each school year. Nominations shall be taken from the floor and voted on by secret ballot at that time. Officer candidates must come from the full membership list. The offices and duties shall be as follows:
  - a. President – Conducts all meetings with assistance of faculty advisor. Organizes special meetings and activities for the group.
  - b. Vice-President – Assist the president in planning activities and fills in during the President’s absence.
  - c. Secretary/Treasurer – Records business, accounts of activities, takes care of correspondence and other acts of good will. If dues are voted, the secretary/treasurer will be responsible for the collection of dues and any disbursement necessary in the course of the year.
  - d. Historian – This officer will be in charge of collecting memorabilia from productions and activities and arranging them in a scrapbook (ie. Newspaper articles, pictures, programs, show bills, etc.)
  - e. Photographer

These officers shall serve as a special committee to assist faculty advisors in matters concerning theater productions or activities or the organization.

### **D. MEETING DATES**

1. A meeting will be called during the first weeks of school for the purpose of electing officers and planning activities for the upcoming months. Meetings throughout the school year will be called as needed until after the spring production. The final meeting will be called during April of each year for the purpose of selecting award recipients to be present at the Fine Arts Awards Ceremony that is usually held in May. ALL members are allowed to vote by secret ballot on the awards.

### **E. AWARDS**

1. Awards to be given will include:
  - a. Best Actor – Fall and Spring
  - b. Best Actress – Fall and Spring
  - c. Best Overall performance
  - d. Best technical worker
  - e. Outstanding Freshman, Sophomore, Junior, and Senior
  - f. Best Newcomer
  - g. Special Awards such as best vocal performance if a musical has been done

## DANCE TEAM

### A. GENERAL

1. PHILOSOPHY – Being a member of the Dance Team is a privilege and honor carrying many responsibilities. Pommers are in a position of great influence, and high standards of conduct are essential.
2. Members must comply with all policies and rules as stated in the Monroe City R-1 Activities Handbook as well as the rules and regulations of the Missouri State High School Activities Association.
3. Personal Appearance – The personal appearance of the squad member should be a credit to the school. Good grooming is required.
  - a. Uniforms should not be worn except for games and pep assemblies unless permission is given by the sponsor for other school-related activities.
  - b. Camp attire may be used for performances throughout the season and will be treated the same as a uniform.
  - c. All jewelry and spirit buttons should be removed for personal safety while practicing and performing.

### B. MEMBER CONDUCT AND DUTIES

- a. Any student participating on the Dance team is representing not only themselves, but also that student's family, school, and community. Therefore, each Coach will demand certain performance and practice expectations and responsibilities. The coach will see these are clearly stated and understood by each member under his/her direction. It is the member's responsibility to see that these expectations are met.
- b. A regular practice will **tentatively** be held every Monday, Tuesday, and Thursday afternoon from 3:15 – 5:15. The sponsor will be in attendance at all practices. Appropriate clothing must be worn to practice. This is usually defined as shorts and t-shirt, leotard or leggings. Very loose or bulky clothing is not acceptable. Jewelry should not be worn to practices or for performances. Gum is unacceptable at practice or during performances.
- c. All members must attend each practice in its entirety and **work is not considered an excuse for missing a set practice.**

- d. Special practices may be called, first approved by the sponsor and announced to the group at least two days in advance. **As long as advance warning is given these extra practices are considered mandatory.**
- e. Sickness, death in the family or school-related activities are excusable. Other absences are excused at the discretion of the coach, and unexcused absences will result in discipline as listed.
- f. It is the duty of the Captain and Co-Captain to lead the squad. This includes such duties as keeping all members of the squad informed about practices, attire for each performance and arrival times.
- f. Failure to have a completed physical along with proof of insurance before the first day of mandatory practice will be counted as an unexcused absence for each day late. February 15<sup>th</sup> is when a new physical is required.

**C. SQUAD UNIFORM**

- 1. Performance uniforms will be provided through the team fundraising and will be property of the Dance Team, when the season concludes.
- 2. Each member will be required to maintain good condition and cleanliness of his/her uniform on a weekly basis.
- 3. Each member will be required to have all uniforms cleaned and in good condition before the end of the year.
- 4. Footwear and accessories such as makeup, tights, dance pants, ect. will be purchased by each member.

**D. CHARACTER:**

- 1. Team members should be leaders within the school and set a good example at all times.
- 2. Team members should be above reproach maintaining good personal appearance and habits that cannot be criticized.
  - a. Smoking, drinking and/or drug use are grounds for suspension or dismissal by the Sponsor. This violation will be reviewed by the sponsor and the principal and the pommer and his/her parents will be notified of a decision. The student will suffer the following restrictions in participation in both practices and performances.
    - 1<sup>st</sup> offense: restriction from performance for 10 school days
    - 2<sup>nd</sup> offense: restriction from performance for 15 school day.
    - 3<sup>rd</sup> offense: suspension for the remainder of the performance season
  - b. A member must be courteous and friendly to all other team members as well as the student body.
  - c. A member must be courteous and friendly to other teams and visitors.
  - d. A member must be respectful to the Sponsor and a credit to the school.

**E. STANDARDS OF LETTERING:**

- 1. The discretion of the sponsor.

**F. DISCIPLINARY POINT SYSTEM:**

- 1. Performance standards/fines will be used as a disciplinary tool. This will be determined by the coach or through the discussion with the Captain or Co-Captain.

1. Unexcused missed practice
  1. Alternative line placement
  2. Missed performance
2. Cell phones
  1. Warning
  2. Removal of the device
  3. Alternative line placement
  4. Missed performance
3. Tardy
  1. Warning
  2. Alternative line placement
  3. Missed performance
4. Missed fundraisers
  1. Fined as indicated with each fundraiser
2. Any school detention or school imposed discipline will be frowned upon by the team. School detention, etc., will not be considered an excuse from missing any team practice or scheduled activity. Three points will be given.
3. Any issue brought to the attention of the sponsor regarding a team member and illegal substances (Example: alcohol, drugs or smoking) will be handled according to those stipulations stated in the Monroe City High School Activities Handbook.

**G. COMPETITIONS**

1. The approximate cost for each dancer averages between \$500.00-\$600.00. This includes summer camp, camp wear, shoes, bows, tights and warm-ups. For any dancer that makes the team, a \$50.00 deposit will be required prior to camp. All remaining funds will be the responsibility of the parent. A payment schedule can be arranged for weekly, monthly, or quarterly payments. The complete dance balance must be paid by the end of the school year. Fundraising will consist of a fall/winter kids camp to promote the organization and those monies will be deposited into the school account to cover miscellaneous expenses such as poms, kids camp snacks, or other performance necessities.
2. Camp attendance is required by all members of the team. Failure to attend will result in dismissal from the team.
  1. Exceptions would be at the discretion of the coach or through approved medical exemption.
3. When performing at the State basketball Tournament, the following rules are in effect:
  - a. All music and dance routines will be decided upon by December 1<sup>st</sup>.
  - b. No further changes will be allowed without consent of the sponsor.
  - c. Failure to have routine in place by January 1<sup>st</sup>, will nullify participation in the contest.

## **QUIZ BOWL**

### **A. GENERAL**

1. The purpose of the Monroe City R-1 High School Quiz Bowl Team is to provide an opportunity for students to display skill and expertise in the area of academic competition.
2. The Monroe City R-1 High School Quiz Bowl teams will consist of both a Junior Varsity and a Varsity Team. A freshman team will exist if the numbers allow. Team membership will be at the discretion of the sponsor, not by grade level.
3. Rules and regulations for the format will be governed by the Missouri Academic Association and the Missouri State High School Activities Association.
4. Members must comply with all policies and rules as stated in the Monroe City R-1 Activities Handbook.
5. Membership will be determined through various methods of testing and demonstration of skills as determined by the sponsor.
6. Practices will be held twice a week during the season at a time convenient with a majority of the team. Practice will be mandatory unless arrangements are made with the sponsor in advance.

### **B. STANDARDS OF LETTERING**

1. A team member must complete the varsity season in good standing with the sponsor and the school.
2. The discretion of the sponsor.

## **SPANISH CLUB**

### **A. GENERAL**

1. This is an organization open to students interested in learning about Spanish culture beyond the traditional classroom experience.
2. The organization will meet once per quarter.

### **B. MEMBERSHIP**

1. All students enrolled in a foreign language are encouraged to join.
2. Members must comply with all policies and rules as stated in the Monroe City R-1 Activities Handbook.

### **C. ACTIVITIES**

1. Activities will focus on Spanish language and culture.
1. Activities may include: salsa dancing, piñata making, guest speakers, Hispanic foods, etc.

## **STUDENT COUNCIL CONSTITUTION**

**ARTICLE I: NAME**

Section 1: The name of this organization shall be the Student Council of Monroe City High School, Monroe City, Missouri.

**ARTICLE II: PURPOSE**

Section 1: The purpose of this organization shall be to develop attitudes and practice good citizenship, promote harmonious relations throughout the school, improve student-teacher relationships, improve school morale, assist in the management of the school, provide a forum for student expression, and provide and promote the general welfare of the school.

**ARTICLE III: MEMBERSHIP**

Section 1: The Student Council shall consist of the top four class officers elected by each class, and the Student Council officers elected the previous year.

Section 2: Any club having a problem it wishes to bring up before the Student Council should send a delegate to the meeting only after consulting with the president of the Student Council. At this time, she/he will present his/her case to be voted on by the Student Council. This delegate will have no voting powers or powers of proposing motions.

Section 3: The election of class officers shall be held not later than the second week of school.

Section 4: The president, vice-president, and secretary of the Student Council shall have the authority to properly seat representatives to the council.

**ARTICLE IV: OFFICERS**

Section 1: The officers of the Student Council shall be President, Vice-President, Secretary, Treasurer, and Reporter.

Section 2: Nomination and election

- A. The election of the president, vice-president, secretary, treasurer, and reporter for the following school year shall be held during the first two weeks of May.
- B. Any member of the junior class may be nominated for president and vice-president by having a petition signed by fifteen members of the student body, and presented to the president of the Student Council.
- C. Any member of the junior, sophomore, or freshman class may be nominated for secretary, treasurer, or reporter, by having a petition signed by fifteen members of the student body presented to the president of the Student Council.
- D. Each student may sign only one petition per office.
- E. The petitions must be presented at least two days before the date of the elections.
- F. The vote shall be by secret ballot on a date designated by the Student Council.

- G. The nominee receiving the largest number of votes for each office shall be elected to that office.
- H. The elected officers shall be officially installed at the Honors Day Assembly and the term of office shall be one year.
- I. In the event that an elected officer does not return to school the following year, the following procedures will be used:
  - 1. If the president does not return, the vice-president shall become president, and Student Council will elect a new vice-president by majority vote.
  - 2. If the vice-president or secretary does not return, the Student Council will elect a new one by majority vote.
- J. The officer of treasurer and reporter will be elected by majority vote of the Student Council at the first regular meeting in the fall.
- K. No member of the student body may sign more than one petition for each officer.
- L. In the case of a tie vote, the student council will vote on the candidates that are tied, and the candidate that receives the majority vote shall be awarded the office.
- M. Candidates for office should have a good moral character, possess qualities of leadership, and must have a 2.0 average in class work.

**ARTICLE V: DUTIES OF OFFICERS**

- Section 1: The President shall
  - A. Plan the agenda with the sponsor(s) and preside over and conduct meetings.
  - B. Preside over the general assembly of the student body
  - C. Appoint committees and serve as ex-officio member of them
  - D. Keep the work of the council moving in a satisfactory manner
- Section 2: The Vice-President shall
  - A. Assist the president
  - B. Have charge of committee work in general
  - C. Preside at meetings in absence of the president
  - D. Be prepared to assume duties and responsibilities of the president
- Section 3: The Secretary shall
  - A. Prepare and read minutes of meetings
  - B. Attend to official correspondence
  - C. Send out and post notices
  - D. Keep the permanent records of the council
  - E. Keep an accurate membership roll
  - F. Call meetings to order in the absence of the presiding officer
- Section 4: The Treasurer shall
  - A. Receive council monies
  - B. Make provisions for paying out council funds as authorized
  - C. Keep the financial records of the council
  - D. Devise ways and means of financing council activities
- Section 5: The Reporter shall
  - A. Prepare news articles for publication for local papers and the school paper.

**ARTICLE VI: AMENDMENTS**

Section 1: The constitution may be amended or changed at any regular council meeting by two-thirds vote of the members present.

Section 2: Bylaws may be adopted to fit the needs of the council at any regular meeting by a two-thirds vote of the members present.

**ARTICLE VII: MEETINGS**

Section 1: Regular council meetings will be scheduled on a bi-monthly basis.

Section 2: A majority of the members listed on the secretary's roll shall constitute a quorum, and a quorum must be present before a meeting can be officially opened. A majority vote of members present shall be sufficient to act on council business other than constitutional amendments or by-laws.

Section 3: Special meetings may be called at any time by the president.

**ARTICLE VIII: BY-LAWS**

Section 1: No student may be elected to more than two major offices: one major office and two minor offices; or three minor offices. Major offices shall be the president of any organization, editor of the school paper or editor of the school yearbook. All other offices are minor. No student may resign one office to accept another. Council secretary shall be responsible for keeping record of students holding offices.

Section 2: The Student council shall have the authority to charter new clubs and organizations, subject to approval by the school faculty. Guidelines for chartering new clubs or organizations should be established by the council.

**SCIENCE CLUB**

**A. GENERAL**

1. This is an organization open to students interested in science.

**B. MEMBERSHIP**

1. All students are encouraged to join.
2. Members must comply with all policies and rules as stated in the Monroe City R-1 Activities Handbook.

**C. ACTIVITIES**

1. Activities will be germane to science and science exploration.

2. Past activities have included hikes, guest speakers, astronomy trips, cookouts, science trivia, and educational field trips.
3. Each meeting we have hands-on experiments with science reasoning behind it.

## **FOOTBALL**

### **A. GENERAL**

1. Athletes must comply with all policies and rules as stated in the Monroe City R-1 Activities Handbook as well as the rules and regulations of the Missouri State High School Activities Association.

### **B. STANDARDS FOR LETTERING**

1. Play in at least twenty-four quarters of Varsity games
2. Be a starter and/or contributing member of a Special team
3. Senior (participating all four years)
4. Finish the season in good standing with the coaching staff and school
5. The discretion of the coaching staff

## **GIRLS SOFTBALL**

### **A. GENERAL**

1. Athletes must comply with all policies and rules as stated in the Monroe City R-1 Activities Handbook as well as the rules and regulations of the Missouri State High School Activities Association.

### **B. STANDARDS FOR LETTERING**

1. Must compete in 60% of the total innings in Varsity play
2. Be a senior member of the Varsity squad and played softball for all four years
3. Must finish the season in good standing with the coaching staff and the school
4. The discretion of the coaching staff

## **BOYS CROSS COUNTRY**

### **A. GENERAL**

1. Athletes must comply with all policies and rules as stated in the Monroe City R-1 Activities Handbook as well as the rules and regulations of the Missouri State High School Activities Association

### **B. STANDARDS FOR LETTERING**

1. Receive 15 medal meet points
2. Receive a medal in all meets
3. Qualify for the state track meet
4. Senior (participating all four years)
5. Must finish the season in good standing with the coaching staff and the school
6. The discretion of the coaching staff

## **GIRLS CROSS COUNTRY**

### **A. GENERAL**

1. Athletes must comply with all policies and rules as stated in the Monroe City R-1 Activities Handbook as well as the rules and regulations of the Missouri State High School Activities Association

### **B. STANDARDS FOR LETTERING**

1. Receive 15 medal meet points
2. Receive a medal in all meets
3. Qualify for the state track meet
4. Senior (participating all four years)
5. Must finish the season in good standing with the coaching staff and the school
6. The discretion of the coaching staff

## **BOYS BASKETBALL**

### **A. GENERAL**

1. Athletes must comply with all policies and rules as stated in the Monroe City R-1 Activities Handbook as well as the rules and regulations of the Missouri State High School Activities Association.

### **B. STANDARDS FOR LETTERING**

1. Must play in 25% of the total quarters possible
2. Must finish the season in good standing with the coaching staff and the school
3. The discretion of the coaching staff

## **GIRLS BASKETBALL**

### **A. GENERAL**

1. Athletes must comply with all policies and rules as stated in the Monroe City R-1 Activities Handbook as well as the rules and regulations of the Missouri State High School Activities Association

**B. STANDARDS FOR LETTERING**

1. Must play in 25% of the total quarters possible
2. Must finish the season in good standing with the coaching staff and the school
3. The discretion of the coaching staff

**BOYS TRACK**

**A. GENERAL**

1. Athletes must comply with all policies and rules as stated in the Monroe City R-1 Activities Handbook as well as the rules and regulations of the Missouri State High School Activities Association

**B. STANDARDS FOR LETTERING**

1. Receive 15 medal meet points
2. Receive a medal in all meets
3. Qualify for the state track meet
4. Senior (participating all four years)
5. Must finish the season in good standing with the coaching staff and the school
6. The discretion of the coaching staff

**GIRLS TRACK**

**A. GENERAL**

1. Athletes must comply with all policies and rules as stated in the Monroe City R-1 Activities Handbook as well as the rules and regulations of the Missouri State High School Activities Association

**B. STANDARDS FOR LETTERING**

1. Receive 15 medal meet points
2. Receive a medal in all meets
3. Qualify for the state track meet
4. Senior (participating all four years)
5. Must finish the season in good standing with the coaching staff and the school
6. The discretion of the coaching staff

**GOLF**

**A. GENERAL**

1. Athletes must comply with all policies and rules as stated in the Monroe City R-1 Activities Handbook as well as the rules and regulations of the Missouri State High School Activities Association

**B. STANDARDS FOR LETTERING**

1. Shoot +4 or better in a meet
2. Qualify for the state meet
3. Place in the top 5 at the Palmyra JV meet
4. Accumulate a total of 18 points during the season. These points may be earned as follows:
  - a. For placing in the top 5 in a dual meet

1 <sup>st</sup>	5 points
2 <sup>nd</sup>	4 points
3 <sup>rd</sup>	3 points
4 <sup>th</sup>	2 points
5 <sup>th</sup>	1 point
  - b. For placing in the top 7 in a triangular meet

1 <sup>st</sup>	7 points
2 <sup>nd</sup>	6 points
3 <sup>rd</sup>	5 points
4 <sup>th</sup>	4 points
5 <sup>th</sup>	3 points
6 <sup>th</sup>	2 points
7 <sup>th</sup>	1 point
  - c. For placing in the top 10 in an invitational meet

1 <sup>st</sup>	10 points
2 <sup>nd</sup>	9 points
3 <sup>rd</sup>	8 points
4 <sup>th</sup>	7 points
5 <sup>th</sup>	6 points
6 <sup>th</sup>	5 points
7 <sup>th</sup>	4 points
8 <sup>th</sup>	3 points
9 <sup>th</sup>	2 points
10 <sup>th</sup>	1 point
5. Count score in  $\frac{3}{4}$  of the varsity meets in a season
6. Senior who has participated for four years
7. Must finish the season in good standing with the coach and the school
8. The discretion of the coach

**BASEBALL**

**A. GENERAL**

1. Athletes must comply with all policies and rules as stated in the Monroe City R-1 Activities Handbook as well as the rules and regulations of the Missouri State High School Activities Association.

## **B. SCHOOL CITIZENSHIP**

1. Athletes must maintain a higher level citizenship on and off the playing field. The coaching staff would expect our athletes to demonstrate a higher level of citizenship and conduct.
2. Any detention, in school suspension, out of school suspension will be punished by extra duty and potentially suspension from games based on the seriousness of the offense.

## **C. EXPECTATIONS**

1. Athletes must attend all scheduled practices and games unless prior approval has been given by the coaching staff.
2. Unexcused absences will not be tolerated: 1<sup>st</sup> offense will result in extra duty and potential suspension from games 2<sup>nd</sup> offense will result in potential dismissal from the team.
3. Athletes are expected to refrain from the use of alcohol, tobacco, or illegal drugs and will follow the School Boards Policy as found on pages 7 and 8 of the Activities Handbook.
4. Game Expectations
  - a. HOME: Players will be at Lion's Club Field no later than 4:00 dressed and beginning the warm-up for that night's game. Varsity games are played first and varsity players are expected to stay for the Junior Varsity game unless approval is given by the Head Coach.
  - b. AWAY: We will be dressed in uniform on the bus (except for spikes) and will exit the bus "tucked in" and ready for the night's game. Varsity games are played first and varsity players are expected to stay for the Junior Varsity game unless approval is given by the Head Coach. Players may ride home with their **parents/guardians** only after the parent/guardian signs the player out with a Coach.
5. The coaching staff reserves the right to discipline any other factors not specifically listed above.

## **D. STANDARDS FOR LETTERING**

1. Must compete in 60% of the total innings in Varsity play
2. Be a senior member of the Varsity squad and played baseball all four years
3. Must finish the season in good standing with the coaching staff and the school
4. The discretion of the coaching staff