

Extra-Curricular Handbook 2015-2016 Home of the Panthers



*Pond Creek-Hunter
Public Schools
Pond Creek, Oklahoma*

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ARTICLE I - Goals

Extracurricular activities are an important aspect of school life and are a means of cultivating several characteristics that the district believes are important for students to develop. These characteristics include responsibility, confidence, concentration, poise, teamwork, loyalty, discipline, strategy, work ethic, listening, handling adversity, commitment, goal setting and humility. Extracurricular activities in Pond Creek-Hunter are activities that generally occur before or after the school day and are intended to enhance and extend student learning and experiences beyond the academic courses offered in the school. **Pond Creek-Hunter Schools encourages all students to participate in as many activities as possible.**

ARTICLE II – Oklahoma Secondary Schools Activities Association - (OSSAA)

The Oklahoma Secondary Schools Activities Association is the state governing body of High School sports and activities. Pond Creek-Hunter Public Schools is a member of the OSSAA.

More specifically, the OSSAA provides effective coordination, leadership, supervision, and regulation for secondary school activities including the program of interscholastic activities and contests in which its member schools may participate. The OSSAA will serve member schools by providing leadership in the development, supervision, and conduct of co-curricular activities, which enrich the educational experiences of high school students. It will provide for equitable participation opportunities and positive recognition to students as a whole, while working cooperatively with schools to enhance the achievement of desired educational goals.

ARTICLE III – Extra Curricular Programs

FALL

FASTPITCH SOFTBALL: High School - Cory Sauser
Junior High - Cory Sauser

FOOTBALL: High School - David Kerr
Junior High - David Kerr

CROSS COUNTRY: High School - Tasha Diesselhorst

CHEERLEADING: High School (Football) - Thomas
Junior High (Football) - Ashley Hensy

ACADEMIC BOWL: High School - Kala Jones
Junior High - Tracie Steffens

AG/FFA: High School - Charlie Hensy
Junior High - Charlie Hensy

WINTER

GIRLS BASKETBALL: High School -Tasha Diesselhorst
Junior High - Tasha Diesselhorst

BOYS BASKETBALL: High School - Darin Jones
Junior High - Darin Jones

POWER LIFTING: High School - David Kerr

CHEERLEADING: High School (Basketball) - Kala Jones
Junior High (Basketball) - Ashley Hensy

SPRING

SLOWPITCH: High School - David Kerr
Junior High - David Kerr

BASEBALL: High School - Steve Hendrix
Junior High - Cory Sauser

TRACK: High School (Boys) - Doug Bolin
High School (Girls) - Tasha Diesselhorst
Junior High (Girls) - Tasha Diesselhorst
Junior High (Boys) - Doug Bolin

BAND: High School - Craig Engel
Junior High - Craig Engel

GOLF: High School (Girls) – Kala Jones
High School (Boys) – Darin Jones
Junior High – Darin Jones

ARTICLE IV – Extra Curricular Programs

1. Transportation will be furnished for all extra-curricular activities, and students are required to ride to away contests on school transportation unless arrangements are made in advance with the administration due to unusual circumstances. Students who do not meet the aforementioned criteria will not be allowed to accompany or participate with the team.
2. After an away school sponsored activity, students may be checked off school sponsored transportation through the sponsor, by the parent or legal guardian in person.

ARTICLE V - School Equipment

1. All equipment checked out to the students becomes the student's responsibility. This equipment is to be kept in good working order. Normal wear is understood.
2. If any equipment checked out to a student is damaged or lost, it is the responsibility of the student to repair or replace the equipment.

ARTICLE VI – Conduct

Participants are expected to refrain from any activity that may be discrediting to the team, school, community or themselves.

1. **THE USE OF ALCOHOL, TOBACCO, OR DRUGS WILL NOT BE TOLERATED BY ANY POND CREEK-HUNTER TEAM OR PROGRAM!**
2. **DRESS AND HAIR: WHEN ATTENDING ANY CONTEST, IT IS IMPORTANT THE STUDENTS DRESS IN APPROPRIATE ATTIRE. BOYS HAIR SHALL BE NEATLY TRIMMED, AND NO FACIAL HAIR WILL BE PERMITTED DURING SEASON OF PARTICIPATION.**
3. **SPONSORS MAY REQUIRE ADDITIONAL AND/OR MORE SPECIFIC ATTIRE APPROPRIATE FOR THE EVENT.**
4. **IF A PLAYER IS GOING TO MISS A PRACTICE FOR WHATEVER REASON, THEY MUST COMMUNICATE WITH THE COACH OR SPONSOR.**

5. **IF THE STUDENT IS INELIGIBLE, INSTEAD OF PRACTICING CONDITIONING WILL BE REQUIRED.**
6. **COME TO SCHOOL. IN ORDER TO BE ELIGIBLE BY THE OSSAA STUDENTS MUST BE IN ATTENDANCE 90% OF THE TIME.**
7. **IF YOU ARE SUSPENDED FROM SCHOOL FOR ANY REASON YOU WILL BE SUBJECT TO LACK OF PLAYING TIME AND RUNNING.**

ARTICLE VII - Sportsmanship

RESPONSIBILITIES OF SPORTSMANSHIP

A Goal for Everyone

1. The Participant

- a) Treats opponents with respect.
- b) Plays hard, but plays within the rules.
- c) Exercises self-control at all times, setting the example for others to follow.
- d) Respects officials and accepts their decisions without gesture or argument.
- e) Wins without boasting, loses without excuses, and never quits.
- f) Always remembers that it is a privilege to represent the school and community.

2. The Spectator

- a) Attempts to understand and be informed of the playing rules.
- b) Appreciates a good play no matter who makes it.
- c) Cooperates with and responds enthusiastically to cheerleaders.

- d) Shows compassion for an injured player; applauds positive performances, does not heckle, jeer or distract players, and avoids use of profane and obnoxious language and behavior.
- e) Respects the judgment and strategy of the coach and does not criticize players or coaches for loss of a game.
- f) Respects property of others and authority of those who administer the competition.
- g) Censures those whose behavior is unbecoming.

ARTICLE VIII – The Role of Parents in Interscholastic Athletics

Make sure your child knows that win or lose; you appreciate their efforts. Teach them to enjoy the thrill of competition. Teach them the importance of working hard to improve their skills and attitudes. Try your best to be completely honest about your child's athletic ability, competitive attitude, sportsmanship, and actual skill level. Don't compare the skill, courage, or attitude of your child with other members of the team. Don't compete with the coach. A child receiving mixed messages from two different authority figures can place a child in a difficult situation. Always remember that children tend to exaggerate, both when praised and when criticized. Temper your reaction and investigate before overreacting. Be a role model for your child when it comes to sportsmanship, demonstrate the guidelines listed above.

COMMUNICATING WITH THE COACH

A. Communication You Should Expect From Your Child's Coach

Expectations the coach has for your child

Locations and times of all practices and contest

Team requirements (fees, special equipment, off-season conditioning)

B. Communication Coaches Expect from Parents

Concerns expressed directly to the coach

Notification of any schedule conflicts well in advance

C. Appropriate Concerns to Discuss With Coaches

1. The treatment of your child, both mentally and physically
2. Ways to help your child improve
3. Concerns about your child's behavior

D. Appropriate Procedure for Discussing Concerns

1. If a parent has a problem, question or concern with the athletic program or policy, the following procedure should be followed.
2. If the concern or question is about a coaches rules or actions the parent should:
3. Set up a meeting with the coach. If no resolution is reached, contact the Athletics Director and a meeting can be scheduled.
4. If the concern or question is about an athletic department rule or actions the parent should set up a meeting with the Athletic Director.

NEVER CONFRONT A COACH BEFORE OR AFTER A GAME OR PRACTICE. THESE CAN BE EMOTIONAL TIMES FOR ALL PARTIES INVOLVED AND DO NOT PROMOTE A RESOLUTION.

ARTICLE IX – Physicals

ALL STUDENTS MUST HAVE AN OSSAA SPORTS PHYSICAL ON FILE IN THE PRINCIPAL'S OFFICE BEFORE THEY CAN PARTICIPATE IN ANY SPORT. THAT INCLUDES PRACTICE. PHYSICALS ARE GOOD FOR ONE YEAR.

ARTICLE X – Drug Testing

ALL STUDENTS WHO PARTICIPATE IN EXTRACURRICULAR ACTIVITIES ARE SUBJECT TO STUDENT DRUG TESTING.

ARTICLE XI – Discipline

Steps of Discipline: (Administration shall have the authority to enforce other reasonable disciplinary action that they find warranted.)

1. Coach or advisor
2. Coach and Athletic Director/ Coach and Building Principal(FFA, BAND,CHEER, ACADEMIC TEAM)
3. Coach, Athletic Director, and Building Principal
4. Coach, Athletic Director, Building Principal, and Superintendent.

The school administration and the school handbook will be used to resolve any issues that are not identified within this handbook.

ARTICLE XII– Scholastic Eligibility Rules

Scholastic eligibility requires a student to pass six (6) classes at the end of the semester to be eligible the first day of school of the following semester. Failure to successfully complete six classes will result in ineligibility for the first six (6) weeks of the following semester. At the end of the six weeks a student must be passing all his/her classes to remain eligible to participate. All students will have a week of grace or probation once a failing grade is reported to correct the grade or become ineligible.

A student must be academically eligible to represent the school at any time. Any student that is not academically eligible to participate will not be allowed to travel with the school or represent the school at the event.

ARTICLE XIII - Attendance

A student who has not attended classes ninety (90) percent of the time for the semester in a member school becomes ineligible. Exceptions may be made by the principal due to illness, injury, death in the immediate family, valid reasons for late enrollment, or late with the beginning of attendance.

The following is a list of questions that have frequently been asked since the new rule was passed:

- A. Does physical education and competitive athletics count towards the semester grades if a student has already been given two credits as a freshmen and sophomore?
Answer: YES
- B. May physical education or competitive athletics be counted if the school only gives $\frac{1}{4}$ credit per semester?
Answer: YES
- C. May a student participate while on probation?
Answer: YES
- D. Is a student on probation for two consecutive weeks when he/she fails a course one week and a different course the following week?
Answer: NO
- E. Is there a limit to the number of probationary weeks a student may have during a semester?
Answer: NO
- F. Does the scholastic eligibility rule apply to students in Music, Speech, FFA, VICA, DECA, and Cheerleading?
Answer: YES
- G. Does the weekly grade check apply to grades a student made during one week period of times?
Answer: NO
- H. If a school checks grades on Friday and a student shows up as failing a class, would he/she be eligible to participate that Friday night?
Answer: YES
- I. If a student is ineligible and makes up the failing grade on Thursday of that week, would he/she be eligible to participate on Friday of the same week?
Answer: NO
- J. If a student is ineligible to start the next semester and school begins its new semester on Thursday, does the two days that first week count as a complete week?
Answer: YES
- K. Does the new rule apply to a Junior High School, also?
Answer: YES

ARTICLE XIV - Attendance/Activities

A. These activities / contests are subject to the ten (10) day activity policy:

Football	4-H Events	Academic Competition
Basketball	FHA Events	Career Tech Competitions
Track	FFA Events	School Musicals or Plays
TSA	Band Contests	Vocal Music Contests
VIVA	Field Trips	Softball/Basketball Clinics
BPA	Cheerleading	Speech/Debate Contests
Clubs	Student Council	

B. These activities / contests are not subject to the ten (10) day activity policy:

Class Activities	Senior Career Days	Education Trips
Class Meetings	College Visits	

C. The Pond Creek-Hunter Board of Education will appoint the appropriate principal to review and approve or reject the extension of the ten (10) day rule to an individual student. These guidelines will be followed during the review for approval or rejection:

1. The request for an extension of days must be in writing to the Board of Education's appointee by the student's sponsor five (5) days prior to the time of the requested extension.
2. If a request for extension is rejected by the Board of Education's appointee, the student's sponsor may then appeal the rejection to the Pond Creek-Hunter School Board.
3. These attendance / activities regulations are subject to revision at any time by the Pond Creek-Hunter Board of Education.

ARTICLE XV - Homework Missed

All Pond Creek-Hunter students will be given the same amount of days as days missed plus one day to finish homework assignments. It is, however, the responsibility of the student to ask the instructor for the assignments missed while on school sponsored activities. Suspended

students will be required to turn in all assignments the day he/she returns to school following the suspension.

ARTICLE XVI -Lettering for Sports

Athletic awards will be given to students lettering in basketball, football, baseball, track, softball, cross country, and cheerleading. Students are eligible for the awards as soon as he/she letters in the sport. The coach of the specific sport will have the final decision of which students will letter. Criteria for lettering has been developed and is on file, for each sport, in the principal's office.

ARTICLE XVII - Band and FFA Jackets

Any high school student participating in band or FFA can buy his/her jacket as soon as school starts each year.

ARTICLE XVIII - Band Policies

Band is an elective course. Because it is an elective course it is assumed that each student has “elected” to take this class. Accordingly it is expected that each student enrolled in band will attend regularly, promptly, and will have all the necessary materials and equipment to gainfully participate.

It is necessary for all members to attend all required events. However, an absence will be excused in the following cases:

- A. Death in the immediate family
- B. Medical emergency
- C. Family emergency
- D. School activity conflict
- E. Religious conflict – spiritual in nature

NOTE: The band director needs to be notified before the absence if possible or as soon after the absence as possible.

The band uniforms will be checked out and left in the band room (all parts). They are not to be left on a school bus for any reason. Uniform cleanliness is the responsibility of each band student. If for any reason the band uniform is soiled, it must be dry cleaned before the next performance. These uniforms are very expensive and the utmost care needs to be taken by all band members in keeping the uniforms in excellent condition.

Official band shoes are to be worn at all uniform performances. If the student does not have the correct socks (black) and the correct shoes (completely black), that student will not be allowed to perform with the band in that activity.

Uniforms are to be turned in at the end of the school year with receipt showing that the uniform has been cleaned after the last band performance. If the student does not have time to get his/her uniform cleaned, a seven (\$7) dollar dry cleaning fee will be charged to that student.

Instrumental supplies are available from the band director, and students are asked to pick up these supplies before or after rehearsal. All bills must be paid before the end of each nine week grading period as to restock depleted items.

A limited number of school instruments are available for students to use without any cost. Instrument check out is coordinated by the band director. Repairs on school owned instruments are the responsibility of the student to which the instrument is assigned.

The Drum Major and the Assistant Drum Major are selected by tryouts. If there is a competition for either of these positions, a band director from another school district will be invited to do the judging and his/her decision will be final.

Flags and twirlers will be selected the same day as Drum Major and Assistant Drum Major.

The following is a list of band approved contests:

- a. Regional Marching Contest
- b. All-State District Tryouts
- c. All-State Tryouts
- d. All-Area Honor Band Tryouts
- e. Fall Concert

- f. All-State and OMEA Convention
- g. Pre-District Contest
- h. District Small Ensemble & Solos
- i. District Contest
- j. State Contest
- k. NWOSU Homecoming Parade
- l. Red Carpet Honor Band tryouts
- m. Red Carpet Honor Band
- n. Tri-State
- o. Spring Concert
- p. Other activities deemed appropriate

The band director will distribute any additional band regulations as he/she feels necessary. These additions will be followed by all band members and any punishment or penalties mentioned therein will be enforced.

ARTICLE XIX - Ag Ed Regulations

The following is a list of Ag-Ed approved activities:

- a. Washington Conference Program
- b. State FFA Alumni Leadership Camp
- c. Summer Stock Show
- d. FFA Swim Party and Bar-B-Que
- e. Local Show
- f. County Show
- g. State Fair of Oklahoma
- h. OACD Area Speech Contest
- i. State Wheat Show
- j. Tulsa State Fair
- k. Farmers Union Speech Contest
- l. OACD District Speech Contest
- m. Pig, Sheep, Goat and Steer Sales
- n. National Convention (if individual or chapter has an award winner)
- o. Farmers Union Speech Contest
- p. P.I. Leadership Conference
- q. Livestock Judging Contest
- r. Soils Fair
- s. Jackpot Shows
- t. District Show

- u. OKC Livestock Show
- v. District Livestock Show
- w. Local, County & State Speech Contest
- x. State FFA Convention
- y. Interscholastic Contest
- z. FFA Parents and Members Banquet
- aa. Monthly Meetings
- bb. Made for Excellence Conference/Adult Leadership Development Conference
- cc. Lamb, Goat, and Steer Nomination
- dd. Project and Pie Auction
- ee. Other Activities Deemed Appropriate

Students are responsible for delivery of sausage and remitting of proper amount of money back to the chapter. All money must be turned in ~~within one week of delivery~~ before the date of order.

The Pond Creek-Hunter School farm is owned and operated by the Pond Creek-Hunter FFA chapter. The following regulations will apply to the school farm.

1. The local FFA advisor will have authority over the use of the school farm with final authority resting with Board of Education.
2. The school farm is for students of Pond Creek-Hunter Public School in Vo-Ag, and 4-H, and those who have not met the minimum age requirements of 4-H and who have no place to keep their animal projects.
3. Adults will not be allowed to use the school farm.
4. All those who use the school farm are responsible for its care, its management, and its repairs under the direction of the FFA advisor.
5. Those who abuse the privilege of using the school farm will not be allowed to continue his/her use.
6. Assignments of pens and stalls will be made by the local FFA advisor. An attempt will be made to allow students to keep the same stalls for consecutive years, although there will be no guarantees.
7. FFA members will be assigned pens first. Members have priority because the local chapter and its members provide funds and labor needed to keep the school farm in operation.
8. At present there is no charge for the use of the facilities at the school farm. However, if in the future the need arises to charge, the amount will be prorated according to the amount of use.

9. If for some reason changes need to be made to the school farm or any of the existing pens or building, permission to do so must be obtained from the local FFA advisor.
10. If a student who drives to and from the school farm does so in a reckless or dangerous manner, use of the school farm will be denied to that student.
11. All students, parents, and interested parties must cooperate in order for the school farm to serve the purpose for which it was intended.
12. At present, beef, sheep, goats, and swine are allowed on the farm. The number of animals per student will be limited depending upon the circumstances. The number of animals allowed is a reasonable number determined by the FFA advisor.
13. Spring stock show animals must be removed by April 1st and fall stock show animals must be removed by November 1st. Animals that can be carried over to the following show season must have prior approval of the FFA advisor. If permission is not granted the animals must be removed by the corresponding dates of the particular show season.
14. No intact males will be permitted. Newly purchased young intact male show animals must be castrated with 60 days of purchase.

ARTICLE XX - Practice Regulations

1. Any time students are in the school buildings, weight room, or batting facility for any reason, a certified school employee must be present.
2. Thanksgiving Practice is PROHIBITED, unless the football team is playing in the state playoffs. Practice length and time will be left up to the coach.
3. Practice is prohibited on Christmas Eve and on Christmas Day.

ARTICLE XXI – Royalty

The following is a list of regulations for the election of sports kings, queens, attendants, flower girls, and crown bearers.

1. All royalty has to be enrolled in Pond Creek-Hunter Schools as full time students.

2. A boy and a girl can be king and queen only one time during his/her high school career. Once a student has been a king or queen, he/she cannot be an attendant any time thereafter during his/her high school years.
3. The Pond Creek-Hunter Student Council, who is in charge, will furnish a tiara for each queen and a medallion for each king. The Student Council will also furnish an arm bouquet to each queen and all corsages and boutonnieres for the royalty.
4. The Athletic Director and the In Season Coach shall take responsibility for the voting process.
5. **FOOTBALL KING AND QUEEN** – The football team will select three (3) boys that are participating in football and three high school girls. The entire football team will vote on each of the king candidates and each of the queen candidates. The boy with the most votes will be the football king, and the girl with the most votes will be the football queen. The remaining two boys and the remaining two girls will be escorts/attendants. Student Council is in charge of the Football Ceremony.
6. **BASKETBALL KING AND QUEEN** – The boys basketball team will select three girls that are participating in basketball or cheerleading, and the girls basketball team will select three boys that are participating in basketball. Each team will vote on their respective students selected. The boy with the most votes will be the basketball king, and the girl with the most votes will be the basketball queen. The remaining two boys and the remaining two girls will be escorts / attendants. (Managers will not be considered for candidacy.) The boys basketball team will select the flower girl from the first grade classes, and the girls basketball team will select the crown bearer from the first grade classes. Student Council is in charge of the Basketball Ceremony.
7. **SPRING SPORTS KING AND QUEEN** – The baseball and track boys will together select three girls who are participating in track or softball, and the track and softball girls will together select three boys who are participating in baseball or track. The boy with the most votes will be the king, and the girl with the most votes will be the queen. The remaining two boys and the remaining two girls will be escorts / attendants. (Managers will not be considered for

8. candidacy.) All Sports is in charge of the Spring Coronation Ceremony.

ARTICLE XXII - Cheerleading Rules

The purpose of the Pond Creek-Hunter Cheerleaders, both Junior High and High School, is to publicly show the true spirit and loyalty which stands behind the name of our school and to show the highest backing of true sportsmanship by supporting the Pond Creek-Hunter athletic teams in victory or in defeat.

A cheerleader will be immediately removed from the squad by the cheer coach for any one of the following violations while a cheerleader:

1. Smoking, use of alcoholic beverages, illegal use of drugs (whether they are prescription or illegal drugs) during school, en route to or from, or at any school sponsored activity.
2. Unsportsmanlike behavior or any act or demonstration of behavior that is either disrespectful towards school or public officials or of such a nature that it brings discredit or embarrassment to the school.
3. Disrespect toward or disobeying the cheer coach.
4. Use of profanity or vulgar words or gestures.

If a cheerleader voluntarily leaves the squad (for other than approved medical reasons) or is suspended from the cheerleading squad during the year, that cheerleader will be ineligible to try out for and become cheerleader the next school year. Approved medical reasons are defined as a medical condition that precludes the individual from participating in practices or cheering at games. To be accepted, such medical authorization must specifically state that the student cannot physically perform as a cheer leader and be presented in writing.

Any outer garment that is approved for wear may only be worn to and from games, at outdoor functions when weather warrants, to cheer indoors, or at school on game days only.

Cost for camp will also be paid by the cheerleader. The approximate cost for each cheerleader is \$250-\$300.

Jewelry (including earrings, rings, watches, etc.) will not be worn while cheering at an event or during practice for safety reasons. This includes but is not limited to newly pierced ears.

All cheerleaders must arrive fifteen (15) minutes before their respective games unless prior arrangements have been made with the cheer coach. All taping, stretching, and pre-game necessities should be taken care of during these fifteen minutes. All cheer leaders should be in place when the event starts. No drinks, food, or cell phones are allowed where the members are cheering.

Once the game has started, cheerleaders may not leave the field or gym until they are released by the coach. If a situation arises where a member must leave, he/she must seek permission from the cheer coach. In the event he/she cannot obtain permission from the coach, the head cheerleader may grant permission to leave a short period of time.

In the case of a cheerleader who plays basketball, the cheerleader will be expected on the floor, ready to cheer, in a reasonable time after release by the basketball coach. (By the end of the first quarter is a rule of thumb for a reasonable time unless member is released late.)

Reasons for not cheerleading must be taken up with the coach in a timely manner and will be decided on an individual basis.

The head cheerleader will be chosen by a committee which will include the cheer coach, the principal, and input from the teacher evaluations. The specific duties of the head cheerleader will be provided by the cheer coach at the beginning of the season. At the discretion of the cheer coach, the varsity cheer squad will have either one head cheerleader or two co-captains.

Uniform requirements for a particular event will be announced by the head cheerleader upon recommendation of the cheer coach at the beginning of each school week. All cheerleaders must be in the same uniform. No items other than approved attire may be worn with the uniform to an event, at an event, or to school on a game/event day.

Scheduled practices for a particular week will be announced by the head cheerleader upon approval of the cheer coach by the end of the school week prior to practices. All squad members are required to attend these practices unless prior arrangements have been made with the cheer coach.

Cheerleaders will abide by all decisions made by the majority of the squad and with the approval of the cheer coach.

ARTILCE XXII - Cheerleading Overview

- A. An advisor will be hired by the PC-H Board of Education upon recommendation of the Principal and Superintendent.
 - a. The Advisor will be responsible for the daily running and activities of the PC-H Varsity Cheer Squad.
 - b. The Advisor may place certain restrictions on team members.

- B. Eligibility
 - b. Each member must maintain a 2.0 grade point average.
 - c. Each member must submit a signed Constitution and completed Parental Consent/Medical Release Form after tryouts.
 - 1. The forms must be signed by the candidate.
 - 2. The forms must be signed by the parent/guardian.
 - 3. The team shall consist of a minimum of 6 and a maximum of 8 line members.

- C. At the discretion of the advisor, there may be 2 squads – one squad for football and one squad for basketball.

- D. There will be no more than 2 Alternates.

- E. There will be no more than 2 Team Leader/Captains

- F. Uniform
 - 1. Each member will be expected to provide camp uniforms.
 - 1. A complete list will be given to each candidate after tryouts.
 - 2. Any financial problems should be discussed with the Advisor.

2. Performance uniforms will be provided through the school and will be the property of the PC-H Varsity Cheer Squad.
3. Each member will be required to maintain good condition and cleanliness of his/her uniform on a weekly basis.
4. Each member will be required to have all uniforms cleaned and in good condition before the end of the year.
5. Footgear and accessories such as bloomers, turtlenecks, ribbons, etc. will be purchased by each member.
6. Any garment that is considered part of the uniform (cheer pants, shoes, etc.) may only be worn for performance events or at school on game days.

ARTICLE XXIII – Football Rules

1. If you are going to miss practice for any reason try and let the coach know ahead of time. If you are a starter and you miss a practice for any reason not approved by a coach, you will not start that week. If you miss more than one practice during that week you will not play at all.
2. If you have any problems please try and communicate with the coach. If you and the coach can't get the problem worked out we will get other people involved.

ARTICLE XXIV – Softball Rules

1. If you are going to miss practice for any reason try and let the coach know ahead of time.
2. If you have any problems please try and communicate with the coach. If you and the coach can't get the problem worked out we will get other people involved.

ARTICLE XXV – Baseball Rules

The intent of the PC-H Baseball program is to build the student athletes performance level, character and level of responsibility. All disciplinary issues will be dealt with on a case by case basis relying on the Extra Curricular rules (Art. XIV) in the Student Handbook.

Students will be responsible for proper care of all school equipment and uniforms used by them during the season.

ARTICLE XXVI – Boys Basketball Rules

The purpose of High School Boys Basketball is to build the male student athlete's ability level, accountability, character, and responsibility. It should be noted that the student athlete is always representing the program, school, community, coach and himself and should always represent himself in an appropriate manner.

Dress code for ballgames: Dress for home and away games will be determined by the Head Coach. At times players will be asked to wear slacks, shirt and tie. The dress code mentioned earlier should always be followed.

Hair/facial hair: As stated earlier, hair should be groomed neatly and no facial hair is allowed.

TEAM RULES:

1. All effort should be made to attend every practice even over the holiday breaks. Part of being on a team is making a sacrifice.
2. If a player is arrested or charged with any crime. Punishment will be left up the coach.
3. Do not do anything to embarrass yourself, PC-H school, the community, or our program.

Discipline may include but not limited to:

1. Loss of playing time
2. Conditioning
3. Suspension
4. Expulsion from the team

Basketball practice starts at 2:40 each day. We only have one gym, some days we will practice late, which means practice will start around 4:30. Practice will TYPICALLY LAST TWO HOURS.

Summer Basketball: In order to be competitive we must participate in summer time basketball. Every effort should be made to be involved in summer basketball. If you cannot participate in the summer, it may affect playing time during the season.

ARTICLE XXVII – Girls Basketball Rules

1. Participation in extra-curricular activities is a privilege, not a right, for every student. It is imperative that student behavior be conducive to the image desired to be displayed by our team.
2. Players must realize they are representing themselves, the school, and the basketball program. You should be a positive role model and demonstrate appropriate moral values.
3. Players must maintain satisfactory grades and conduct themselves appropriately at ALL times.
4. Players that are going to miss practice are required to let me know beforehand and talk to me personally if at all possible.
5. If you are injured and cannot practice, you are still required to attend practice if at all possible.
6. Be on time for practice, team meetings, bus departures, etc.....
7. Players that miss practice will be required to make up work. A MINIMUM of 3 suicides will be run for each absence. If you fail to call and let me know you will miss practice, the number will double. Exceptions will be made for long term injuries or situations that are unforeseen. It is mandatory that you attend every practice if at all possible.
8. Infractions of team guidelines will be handled at the discretion of the coach. Each one will be dealt with on an individual basis.

ARTICLE XXVIII – Track & Field

1. **Academics** - Students are required to meet the Pond Creek-Hunter School District policy regarding grades and participation in extracurricular activities. If a student is not eligible in **any** of his/her classes, he or she cannot participate or attend with the team any track meets. If a student is constantly on the ineligibility list, he/or she can be terminated from the team. This decision will ultimately be left up to the coach's discretion.

2. **Rules and Regulations** - Absolutely no disrespect will be tolerated towards a coach, sports official, teammates, or opposing athletes. You are expected to be at practice as scheduled. If you are going to miss practice, the coach needs to be notified prior to the absence (if possible). Being at school all day and checking out at 2:35pm when athletics starts without given notice to the coach is not acceptable. There obviously are certain exceptions; such as family emergencies. If you are not able to attend a track meet, prior notice needs to be given to the coach and a reasonable excuse as well. We do not attend very many track meets throughout the year (6 or 7 at most); so participation in those meets is very important. If you miss a Saturday track meet and do not have an adequate excuse, you are not allowed to attend the next meet that occurs during the school day. Once again, acceptable excuses or reasons for missing will be determined by the coach's discretion and punishment for missing as well.
3. **Lettering Policy** - Because of Softball and Baseball being at the same time, participation in all of the track meets for those athletes is very difficult. However, to receive a letter in track, athletes **must** attend the Regional track meet.
4. **Concerns** - I have an open door policy. If a student athlete or parent has any concerns, questions, or issues with something or someone, he/she is encouraged to come to talk to me and we will address those concerns together.

Off-Season and Summer Time: Even though the season may not be going on, the student athlete is still in the program and still represents Pond Creek-Hunter Athletics. Any situation that arises where a student athlete breaks a training rule from the before mentioned rules, in the off-season or in the summer, the student athlete may be subject to punishment. **ALL PUNISHMENT WILL BE LEFT UP TO THE INDIVIDUAL COACH IN HIS OR HER SPORT.**

ARTICLE XXIX – Golf

Each golf participant must:

- a. Be enrolled in the high school athletic hour during the spring semester.
- b. Provide their own clubs, golf bag, golf balls, tees, etc.

- c. Follow the USGA scoring and etiquette rules during a scored practice and during tournament play.
 - d. Pass a golf rules test before participating in a tournament.
2. Practices are mandatory.
3. Only the top 5 golfers determined by score and at the coach's discretion will participate in the Regional Qualifier, Regional Tournament, and State Tournament.
4. Golfers will be expected to purchase their own range balls when practicing in Enid and at tournaments. We will try to practice in Enid 1-2 times a week. Approximate price is \$3.00 per bucket.
5. Use or possession of alcohol, tobacco, or illegal substances at any time is prohibited. Consequences will be left up to the coach. If discipline issues arise, consequences may include, but are not limited to:
- a. Missing a tournament
 - b. Suspension
 - c. Expulsion from the program

PC-H golfers must realize they represent the program, school, community, coach, and themselves. During practice and when traveling to tournaments, we are playing on public and sometimes private golf courses, often times while others are on the course. It is imperative that players conduct themselves in an appropriate, respectful, and quiet manner. A player may be asked to leave the course facility if their conduct is inappropriate.

ARTICLE XXX – Head Injury

Head Injury and Concussion Prevention and Management:

Pursuant to 70 O.S. Section 24-155, And in an effort to maximize student safety with respect to head injuries and concussions which can occur as a result of athletic participation, schools will work in

conjunction with the OSSAA to educate coaches, students and parents/guardians about head injuries and concussions, the risks therefor, and about continuing to play after a head injury or concussion, as follows:

1. Each year prior to participation in any athletic practice or competition, students and parents/guardians shall be required to complete and sign a concussion and head injury information sheet and acknowledgment form which will be kept on file in the district.

The school district will utilize and distribute the sheets and forms developed by the

OSSAA, copies of which may be obtained through the school administration office

or on the OSSAA website; www.ossaa.com.

2. Each year, head injury and concussion fact sheets shall be provided to all coaches and

trainers within the district. In addition, all coaches and trainers shall annually review

relevant information and materials relating to the prevention, identification and

management of head injuries and concussions.

3. Any athlete suspected of receiving a head injury or concussion during a practice or

game shall be promptly removed from participation at that time.

4. An athlete who has been removed from participation in a practice or game upon

suspicion of head injury or concussion shall not be allowed to return for participation

in any athletic practice or game until the following three conditions have been met:

a. The athlete has been evaluated by a licensed health care provider who has been trained to evaluate and manage head injuries and concussions; and

b. Said health care provider issues a written clearance for the student to return

to participation; and

c. The written clearance is on file with District.

5. In order to facilitate communication between administrators and coaches of all school

sports with respect to students with head injuries or concussions who might

participate in multiple sports within the district, the district athletic director shall

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compile and distribute to all administrators and coaches a master list containing the

following information about any individuals who have been removed from athletic

participation due to a suspected head injury or concussion:

- a. The athlete's name;
- b. The date the suspected head injury or concussion occurred;
- c. The sport in which the athlete was participating at the time of injury; and
- d. Any other sports in which the student participates or may be participating within the District6 in the given school year; and
- e. Date of return to athletic participation, along with confirmation that all three

conditions listed in 4, *above*, were met.

Revised June 29, 2015

Activity Student Drug Testing Policy

The Pond Creek-Hunter Board of Education in an effort to protect the health and safety of its extra-curricular activities students from illegal and/or performance-enhancing drug use and abuse, thereby setting an example for all other students of the Pond Creek-Hunter Public School District, propose to adopt the following policy for drug testing of activity students.

STATEMENT OF PURPOSE AND INTENT

Although the Board of Education, administration, and staff desire that every student in the Pond Creek-Hunter Public School district refrain from using or possessing illegal drugs, district officials realize that their power to restrict the possession or use of illegal and performance-enhancing drugs is limited. Therefore, this policy governs only performance-enhancing and illegal drugs use by students participating in certain extra-curricular activities. The sanctions imposed for violations of this policy will be limitations solely upon limiting the opportunity of any student determined to be in violation of this policy to a student's privilege to participate in extra-curricular activities. No suspensions from school or academic sanctions will be imposed for violations of this policy. This policy supplements and complements all other policies, rules, and regulations of the Pond Creek-Hunter Public School District regarding possession or use of illegal drugs.

Participation in school-sponsored interscholastic extra-curricular activities at the Pond Creek-Hunter Public School District is a privilege. Students who participate in these activities are respected by the student body and are representing the school district and the community. Accordingly, students in extra-curricular activities carry a responsibility to themselves, their fellow students, their parents, and their school to set highest possible examples of conduct, sportsmanship, and training, which includes avoiding the use or possession of illegal drugs.

The purposes of this policy are five-fold:

1. To educate students of the serious physical, mental, and emotional harm caused by illegal drug use.
2. To alert students with possible substance abuse problems to the potential harms that drug use poses for their physical, mental, and emotional well-being and offer them the privilege of competition as an incentive to stop using such substances.
3. Ensure that students adhere to a training program that bars the intake of illegal and performance-enhancing drugs.
4. To prevent injury, illness, and harm for students that may arise from illegal and performance-enhancing drug use.
5. To offer students practices, competition, and school activities free of the effects of illegal and performance-enhancing drug use.

Illegal and performance-enhancing drug use of any kind is incompatible with the physical, mental, and emotional demands placed upon the participants in extra-curricular activities and upon the positive image these students project to other students and the community on behalf of the Pond Creek-Hunter Public School District. For the safety, health, and well-being of students in extra-curricular activities the Pond Creek-Hunter Public School District has adopted this policy for use by all participants in interscholastic extra-curricular activities in grades 7-12.

The administration may adopt regulations to implement this policy.

I. Definitions

“Activity Student” means a member of any middle school or high school Pond Creek-Hunter School District sponsored extra-curricular organization which participates in interscholastic competition. This includes any student that represents Pond Creek-Hunter Schools in any extra-curricular activity in interscholastic competition such as FFA, FHA, Academic Team, Band, Vocal, Pom Pon, Cheerleader, and Athletics.

“Drug use test” means a scientifically substantiated method to test for the presence of illegal or performance-enhancing drugs or the metabolites thereof in a person’s urine.

“Random Selection Basis” means a mechanism for selecting activity students for drug testing that:

- A. results in an equal probability that any student from a group of activity students subject to the selection mechanism will be selected, and
- B. does not give the School District discretion to waive the selection of any activity student selected under the mechanism.

“Illegal drugs” means any substance which an individual may not sell, possess, use, distribute, or purchase under either Federal or Oklahoma law. “Illegal drugs” includes, but is not limited to, all scheduled drugs as defined by the Oklahoma Uniform Controlled Dangerous Substance Act, all prescription drugs obtained without authorization, and all prescribed and over-the-counter drugs being used for an abusive purpose. “Illegal drugs” shall also include alcohol.

“Performance-enhancing drugs” include the anabolic steroids and any other natural or synthetic substance used to increase muscle mass, strength, endurance, speed, or other athletic ability. The term “performance-enhancing drugs” does not include the dietary or nutritional supplements such as vitamins, minerals, and proteins which can be lawfully purchase in over-the-counter transactions.

“Positive” when referring to a drug use test administered under this policy means a toxicological test result which is considered to demonstrate the presence of an illegal or a performance-enhancing drug or the metabolites thereof using the standards customarily established by the testing laboratory administering the drug use test.

“Reasonable suspicion” means a suspicion of illegal or performance-enhancing drug use based on specific observations made by coaches/administrators/sponsors of the appearance, speech, or behavior of an activity student; the reasonable inferences that are drawn from those observations; and/or information of illegal or performance-enhancing drug use by an activity student when supplied to school officials by other students, staff members, or patrons.

II. Procedures

Each activity student shall be provided with a copy of the “Student Drug Testing Consent Form” which shall be read, signed, and dated by the

student, parent or custodial guardian, and coach/sponsor before such student shall be eligible to practice or participate in any extra-curricular activities. The consent requires the activity student to provide a urine sample: (a) as part of the student's annual physical or for eligibility for participation; (b) when the activity student is selected by the random selection basis to provide a urine sample; and (c) at any time when there is a reasonable suspicion to test for illegal or performance-enhancing drugs. No student shall be allowed to practice or participate in any extra-curricular activities involving interscholastic competition unless the student has returned the properly signed "Student Drug Testing Consent Form"

Prior to the commencement of drug testing each year an orientation session will be held with each Activity Student to educate them of the sample collection process, privacy arrangements, drug testing procedures, and other areas which may help to reassure the activity student and help avoid embarrassment or uncomfortable feelings about the drug testing process.

Each Activity Student shall receive a copy of the Activity Student Drug Testing Policy. The head coach or sponsor shall be responsible for explaining the Policy to all prospective students, and for preparing an educational presentation to acquaint the student with the harmful consequences of drug and alcohol use and abuse.

All Activity Students will be required to provide a urine sample before the student may participate in an extra-curricular activity covered under this policy. A student who moves into the district after the school year begins will have to undergo a drug test before they will be eligible for participation.

Drug use testing for Activity Students will also be chosen on a random selection basis monthly from a list of all Activity Students who are involved in off-season or in-season activities. The Pond Creek-Hunter Public School District will determine a monthly number of student names to be drawn at random to provide a urine sample for drug use testing for illegal drugs or performance-enhancing drugs.

In addition to drug tests required above, any Activity Student may be required at any time to submit to a test for illegal or performance-enhancing

drugs, or the metabolites thereof when an administrator, coach or sponsor has reasonable suspicion of illegal or performance-enhancing drug use by that particular student.

Any drug use test will be administered by or at the direction of a professional laboratory chosen by the Pond Creek-Hunter School District. The professional laboratory shall be required to use scientifically validated toxicological testing methods, have detailed written specification to assure chain of custody of the specimens, and proper laboratory control and scientific testing.

All aspects of the drug use testing program, including the taking of specimens, will be conducted so as to safeguard the personal and privacy rights of the student to the maximum degree possible. The test specimen shall be obtained in a manner designed to minimize intrusiveness of the procedure. In particular, the specimen must be collected in a restroom or other private facility behind a closed stall. The principal/athletic director shall designate a coach, sponsor, or school employee of the same sex as the student to accompany the student to a restroom or other private facility behind a closed stall. The monitor shall not observe the student while the specimen is being produced, but the monitor shall be present outside the stall to listen for the normal sounds of urination in order to guard against tampered specimens and to insure an accurate chain of custody. The monitor shall verify the normal warmth and appearance of the specimen. If at any time during the testing procedure the monitor has reason to believe or suspect that a student is tampering with the specimen, the monitor may stop the procedure and inform the principal/athletic director who will then determine if a new sample should be obtained. The monitor shall give each student a form on which the student may list any medications legally prescribed for the student he or she has taken in the preceding thirty (30) days. The parent or legal guardian shall be able to confirm the medication list submitted by their child during the twenty-four (24) hours following a drug test. The medication list shall be submitted to the lab in a sealed and confidential envelope and shall not be viewed by district employees.

An initial positive test result will be subject to confirmation by a second and different test of the same specimen. The second test will use the gas

chromatography/mass spectrometry technique. A specimen shall not be reported positive unless the second test utilizing the gas chromatography/mass spectrometry procedure is positive for the presence of an illegal drug or the metabolites thereof. The unused portion of a specimen that tested positive shall be preserved by the laboratory for a period of six (6) months or the end of the school year, whichever is shorter. Student records will be retained until the end of the school year.

III. Confidentiality

The laboratory will notify the principal/athletic director or designee of any positive test. To keep the positive test results confidential, the principal/athletic director or designee will only notify the student, head coach/sponsor, and the parent or custodial guardian of the student of the results. The principal/athletic director or designee will schedule a conference with the student and parent or guardian and explain the student's opportunity to submit additional information to the principal/athletic director or to the lab. The Pond Creek-Hunter Public School District will rely on the opinion of the laboratory which performed the test in determining whether the positive test result was produced by something other than consumption of an illegal or performance-enhancing drug.

Test Results will be kept in files separate from the student's other educational records, shall be disclosed only to those school personnel who have a need to know, and will not be turned over to any law enforcement authorities.

IV. Appeal

An Activity Student who has been determined by the principal/athletic director to be in violation of this policy shall have the right to appeal the decision to the Superintendent or his/her designee(s). Such request for a review must be submitted to the Superintendent in writing within five (5) calendar days of notice of the positive test. A student requesting a review will remain eligible to participate in any extra-curricular activities until the review is completed. The Superintendent or his/her designee(s) shall then determine whether the original finding was justified. No further review of the Superintendent's decision will be provided and his/her decision shall be

conclusive in all respects. Any necessary interpretation or application of this policy shall be in the sole and exclusive judgment and discretion of the Superintendent which shall be final and non-appealable.

V. Consequences

Any activity student who tests positive in a drug test under this policy shall be subject to the following restrictions:

A. For the First Offense:

The parent/guardian will be contacted immediately and a private conference will be scheduled to present the test results to the parent/guardian. A meeting will then be set up with the student, parent/guardian, athletic director, and principal concerning the positive drug test. In order to continue participation in the activity the student and parent/guardian must, within five (5) days of the joint meeting show proof that the student has received drug counseling from a qualified drug treatment program or counseling entity. Additionally, the student must voluntarily submit to a second drug test to be administered within two (2) weeks in accordance with the testing provisions of this policy.

If parent/guardian and student agree to these provisions, the student will continue to participate in the activity. Should the parent/student not agree to these provisions the consequences listed in this policy for the second offense will be imposed.

B. For the Second Offense:

Suspension from participation in all activities covered under this policy for fourteen (14) calendar days, and successful completion of four (4) hours of substance abuse education/counseling provided by the school. The student may not participate in any meetings, practices, scrimmages, or competitions during this period. The student will be randomly tested monthly for the remainder of the school year. The time and date will be unknown to the student and determined by the principal/athletic director or designee.

These restrictions and requirements shall begin immediately, consecutive in nature, unless a review appeal is filed following receipt of a positive test.

Provided, however, a student who on his or her own volition informs (self-refers) the athletic director, principal, or coach/sponsor of usage before being notified to submit to a drug use test will be allowed to remain active in all activities covered under this policy. Such student will be allowed to remain active in all activities covered under this policy. Such student will however, be considered to have committed his/her first offense under the policy, and will be required to retest as would a student who has tested positive.

C. For the Third Offense (in the same school year)

Complete suspension from participation in all extra-curricular activities including all meetings, practices, performances, and competition for the remainder of the school year. Or eighty-eight school days (1 Semester) whichever is longer.

VI. Refusal to Submit to Drug Use Test

A participating student who refuses to submit to a drug test authorized under this policy, shall not be eligible to participate in any activities covered under this policy including all meetings, practices, performance, and competitions for the remainder of the school year. Additionally, such student shall not be considered for any interscholastic activity honors or awards given by the school.

Pond Creek-Hunter Public Schools is committed to cooperating with parents/guardians in an effort to help students avoid illegal drug use. The Pond Creek-Hunter Public School District believes accountability is a powerful tool to help some students avoid using drugs and that early detection and intervention can save lives.



Student Drug Testing Consent Form

Statement of Purpose and Intent

Participation in school sponsored extra-curricular activities in the Pond Creek-Hunter Public School District is a privilege. Activity Students carry a responsibility to themselves, their fellow students, their parents, and their school to set the highest possible examples of conduct, which includes the use or possession of illegal drugs.

Drug use of any kind is incompatible with participation in extra-curricular activities on behalf of the Pond Creek-Hunter Public School District. For the safety, health, and well-being of the students of the Pond Creek-Hunter Public School District, the Pond Creek-Hunter School District has adopted the attached Activity Student Drug Testing Policy and the Student Drug Testing Consent for use by all participating students in the middle school and high school levels.

Participation in Extra-Curricular Activities

Each Activity Student shall be provided with a copy of the Activity Student Drug Testing Policy and Student Drug Testing Consent which shall be read, signed, and dated by the student, parent or custodial guardian, and coach/sponsor before such student shall be eligible to practice or participate in any interscholastic activities. The consent shall be to provide a urine sample: a) as part of their annual physical or for eligibility for participation; b) as chosen by the random selection basis; and c) at any time requested based on reasonable suspicion to be tested for illegal or performance-enhancing drugs. No student shall be allowed to practice or participate in any activity governed by the policy unless the student has returned the properly signed Student Drug Testing consent.

Student’s Last Name_____First Name_____MI_____

I understand after having read the “Student Activity Drug Testing Policy”

and “Student Drug Testing Consent,” that, out of care for my safety and health, the Pond Creek-Hunter Public School District enforces the rules applying to the consumption or possession of illegal and performance-enhancing drugs. As a member of the Pond Creek-Hunter extra-curricular interscholastic activity, I realize that the personal decision that I make daily in regard to the consumption or possession of illegal or performance-enhancing drugs may affect my health and well-being as well as the possible endangerment of those around me and reflect upon any organization with which I am associated. If I choose to violate school policy regarding the use or possession of illegal or performance-enhancing drugs any time while I am involved in in-season or off-season activities, I understand upon determination of that violation I will be subject to the restrictions on my participation as outlined in this Policy.

Signature of Student

Date

We have read and understood the Pond Creek-Hunter Public School District “Activity Student Drug Testing Policy” and “Student Drug Testing Consent.” We desire that the student named above participate in the extra-curricular interscholastic programs of the Pond Creek-Hunter Public School District and we hereby voluntarily agree to be subject to its terms. We accept the method of obtaining urine samples, testing and analysis of such specimens, and all other aspects of the program. We further agree and consent to the disclosure of the sampling, testing, and results as provided in this program.

Signature of Parent or Custodial Guardian

Date

Signature of Coach/Sponsor

Date

