

# **RUSH CITY ACTIVITIES HANDBOOK**



**SCHOOL SPONSORED ACTIVITIES  
GRADES 7-12**

# Rush City High School

## Activities Participant Handbook

### **ACTIVITIES PHILOSOPHY**

We believe that interscholastic activities are an integral part of our school's educational program. Rush City student activities are considered co-curricular to our classroom programs as they are treated as an extension to the classroom. Participation in activities and the experiences that come with it aim to help develop boys and girls physically, mentally, socially and emotionally. While the spirit of competition and winning is inevitable, it should be controlled to the point that it does not determine the nature of the programs. We want to prepare students for a competitive society and foster good citizenship through leadership opportunities, competition, and sportsmanship.

#### A Message from the Activities Director

To All Participants in Tigers Activities,

Thank you for taking an opportunity to become involved in our great tradition of Tigers athletics and fine arts activities. Many people are committed and work hard to make these opportunities available to you. Make the most of each rehearsal, practice or event! You will have successes and you will experience failures just as we all do in life. It is my hope for you that you will gain from all of these experiences and use the knowledge throughout your life.

Embrace your Tiger Pride!

Lee Rood, Activities Director

[lrood@rushcity.k12.mn.us](mailto:lrood@rushcity.k12.mn.us)

320-358-4795

### **CO-CURRICULAR ACTIVITIES**

#### **Athletic:**

##### **FALL**

Football  
Volleyball  
Cross Country

##### **WINTER**

Boys Basketball  
Girls Basketball  
Wrestling  
Girls & Boys Hockey  
Girls Gymnastics

##### **SPRING**

Boys Baseball  
Girls Softball  
Boys & Girls Track  
Boys & Girls Golf

#### **Fine Arts Activities:**

|            |                        |           |        |
|------------|------------------------|-----------|--------|
| Pep Band   | Large Group Band/Choir | Jazz Band | Speech |
| Show Choir | Fall Play              |           |        |

#### **Clubs & Organizations and Other Co-Curricular Activities:**

|                         |                |     |               |
|-------------------------|----------------|-----|---------------|
| Student Council         | Yearbook       | FFA | Academic Bowl |
| Minnesota Honor Society | Knowledge Bowl |     |               |

#### **Non Co-Curricular Activities**

Trap (*Independent Contractor Activity*)

## **Independent Contractor Activities**

In an effort to provide recognition for Rush City Students who participate in extracurricular activities the Rush City School Board approved a means for those participants to work towards and possibly obtain a Varsity Letter Certificate for their efforts. These activities will have no association with Rush City High School except that the student is currently enrolled in Rush City. No equipment, onsite facilities, or adult leadership will be provided by Rush City High School. These all must be provided by the student and their parents. All participation and eligibility in these activities will follow the specific guidelines of the entity which provides the opportunity.

### **Expenses/Costs for Boys & Girls Hockey and Girls Basketball**

Total Expenses / Total Number of Participants = Cost/Participant  
Cost/Participant x Number of Participants per School = Cost/School

Rush City Schools will cover the first \$1,000 per Rush City student participant in boys and girls hockey. The Rush City participant/Rush City participant's family will be responsible for the rest of the cost as charged within the guidelines of the formula provided above.

Transportation for Girls Hockey: Rush City, Mora and Braham parents/guardians will be solely responsible for transportation of students from these school districts to and from Pine City High School or other locations for practice, other hockey activities and games. The parties shall not be responsible for transporting, supervising or overseeing the transportation of students from Rush City, Mora, and Braham, or otherwise ensuring the safety of these team members while they are traveling to or from any practice, competition, or other hockey activity. The parties shall not assume liability for any injury or harm suffered by any student from Rush City, Mora, and Braham while they are traveling to or from any practice, competition, or other hockey activity.

Transportation for Boys Hockey: Rush City and Hinckley-Finlayson parents/guardians will be solely responsible for transportation of students from these school districts to and from Pine City High School or other locations for practice, other hockey activities and games. The parties shall not be responsible for transporting, supervising or overseeing the transportation of students from Rush City and Hinckley-Finlayson or otherwise ensuring the safety of these team members while they are traveling to or from any practice, competition, or other hockey activity. The parties shall not assume liability for any injury or harm suffered by any student from Rush City and Hinckley-Finlayson while they are traveling to or from any practice, competition, or other hockey activity.

Transportation for Girls Basketball: Rush City parents/guardians will be solely responsible for transportation of 9-12 grade students from the school district to and from North Branch High School or other locations for practice, other basketball activities and games. Rush City shall not be responsible for transporting, supervising or overseeing the transportation of students from Rush City or otherwise ensuring the safety of these team members while they are traveling to or from any practice, competition, or other basketball activity. Rush City shall not assume liability

for any injury or harm suffered by any student from Rush City while they are traveling to or from any practice, competition, or other basketball activity.

Transportation for Girls Gymnastics: Rush City parents/guardians will be solely responsible for transportation of students from the school district to and from the Rush City Multipurpose Building or other locations for practice, other gymnastics activities and meets.

## Student Section

### **STUDENT ACTIVITIES PARTICIPANT RESPONSIBILITIES:**

1. Attitude and Effort: Bring a positive attitude and maximum effort every day in the classroom, during practice and in competition.
2. Sportsmanship: Demonstrate good sportsmanship towards teammates, coaches/advisors, opponents, officials and fans. Good sportsmanship reflects positively on every participant, team/group, our school/district, families, and community.
3. Be a good teammate: Demonstrate care for each other by striving to build strong relationships. Relationships are built on trust, respect and caring for each other. All participants are important to the team/group and play a vital role in its success.
4. Be a good citizen: Citizenship standards of honesty, respect, compassion and responsibility are set high. Participants should strive to be role models for peers, younger students and our community. Behavior can and does affect a team/group's success.
5. Take pride in your education: Being involved in activities means that participants need to strive to learn good time management skills to keep up in classes. Work hard to do your best in all of your classes and be a classroom leader.

## EDUCATION (Grades)

### **RCHS ACADEMIC ELIGIBILITY PROCEDURE**

Activity participants are STUDENTS FIRST. The purpose of this procedure is to ensure all students who participate in extracurricular activities are on track to graduate, they are successfully progressing through all of their classes or receiving support, and they are actively working toward academic success in all classes. This procedure is intended to motivate students, promote school connectedness, school spirit, academics, and a positive building climate.

In accordance with Minnesota State High School League (MSHSL) rule, any student who is not on track to graduate is ineligible. Students with an individualized education plan (IEP) or 504 plan are eligible if they are making progress toward the goals outlined in their plan.

On a weekly basis, student grades will be reviewed by school personnel. If a student has a failing grade, they will receive a yellow invitation slip to Academic Assistance. Yellow slips indicate that Academic Assistance attendance is optional and the student remains eligible. If the student has a failing grade in the same course over two consecutive grade checks, they will receive a blue notification slip indicating to them that they are ineligible. Students may remain eligible by attending at least one Academic Assistance session each school day they are present at school until they are passing, however, students who are failing 2 or more courses are ineligible. Those students must attend Academic Assistance and attain a passing grade in those courses before they are eligible. If a student misses a day of Academic Assistance on a day they are present at school, they will become ineligible.

Weekly grade reports will be run on Wednesday, students with failing grades and their coaches/advisors will be notified Thursday. Academic Assistance will be required beginning the Monday following notification in order for a student to remain eligible. Failure to complete at least one Academic Assistance session every school day a student is present will result in the student being ineligible until they are passing the class or they complete 5 consecutive days of Academic Assistance; after which they are eligible to participate as long as they complete at least one Academic Assistance session per day. Additionally, students who are eligible because they are attending Academic Assistance on a daily basis, must make progress towards passing at each weekly grade check or they become ineligible until progress is made.

Students who have a final course grade that is an incomplete or an F would be declared ineligible. In order to remain eligible, they must attend at least one Academic Assistance session each school day they are present for 5 days.

Students who are ineligible will remain ineligible until they satisfy one of the following conditions: A weekly grade check indicates a passing grade for the course. (or) The student provides the principal's administrative assistant with a grade report indicating they are passing/passed. (or) If the student receives an incomplete or an F as a final course grade, the student completes five consecutive days of Academic Assistance.

The expectation for teachers is that grades are updated online weekly. Students are to be patient with teachers regarding grading of assignments. It is acceptable for the grading and online reporting of a grade to take up to five school days.

Academic Assistance sessions will be from 7:30 AM to 8:00 AM and from 3:15 PM to 3:45 PM. Students must be on time, well behaved, and on task the entire period for the session to be considered completed.

ITV and PSEO courses are subject to this procedure. It is the student's responsibility to provide the Activities Department administrative assistant with weekly grade reports each Wednesday. Failure to do so could result in a student becoming ineligible.

For the purpose of this procedure extra-curricular activities include: all athletic teams, jazz band, large group and solo ensemble, speech, drama, show choir, and knowledge bowl. This procedure does not include vocal and instrumental music performances that are a graded portion of a RCHS course.

Participants in extra-curricular activities may be held to additional standards by the coaches or advisers of an activity in addition to this procedure.

## SCHOOL ATTENDANCE

- Students participating in activities must follow Rush City High School attendance guidelines.
- Students must be in school no later than the beginning of 3rd period with an excused absence to practice or participate in an event.
- There are exceptions for some pre-excused absences such as doctor appointments, funerals, college visits etc
- Students with unserved detentions or suspensions will not practice or participate in contests.

## SUBSTANCE and OTHER VIOLATIONS

Activity participants will abide by the bylaws of the MSHSL ([MSHSL Handbook](#)). You are reminded that this is a 24-7-365 day rule, and not just during your activities season. "Possession" is considered having it on your person, in your locker, in a vehicle, or in the presence thereof. The first violation will result in the loss of eligibility for two events or two weeks whichever is greater. The second violation will result in the loss of eligibility for six events or three weeks whichever is greater, and a third or subsequent violations will result in the loss of eligibility for 12 events or four weeks whichever is greater. **Denial Disqualification:** A student shall be disqualified from all interscholastic athletics for nine (9) additional weeks beyond the student's original period of ineligibility when the student denies violation of the rule, is allowed to participate and then is subsequently found guilty of the violation. Appeals of the suspensions may be made to the MSHSL.

## STUDENT CODE OF CONDUCT

Participation in activities is a privilege which is accompanied by responsibility. Activity participants will follow the student responsibilities and school code of conduct outlined and described in the Rush City High School Student/Parent Handbook. This includes following the laws of Rush City, Minnesota, and the United States of America. Administrative decisions will determine the penalties for these offenses which can include both in school and activity suspensions. Appeals of the suspensions can be made to the Superintendent.

### 1. School Citizenship

The community, school administration, and coaching staff believe high standards of conduct and citizenship are essential to a sound activity program. Participants will conduct themselves as ladies and gentlemen at all times. Remember you are a representative of Rush City Schools, your team, coach, and family. You are expected to conduct yourself in an exemplary manner at all times in classrooms, in school, the community, and on any campus which your team is visiting. Acts of unacceptable conduct such as, but not limited to negative behaviors in class, negative involvement with staff, theft, vandalism, arrest, or any violation of the law, will result in disciplinary action according to the disciplinary guidelines found in the Rush City High School Student/Parent Handbook.

### 2. Sportsmanship

Rush City High School activities participants are expected to treat opponents, teammates, officials, coaches and spectators with respect at all times. This is a responsibility you must take seriously. Coaches will discuss good sportsmanship with their teams at the beginning of each season. Unsportsmanlike conduct on or off the field of competition may result in an athlete's dismissal / suspension from the team and may jeopardize future participation in activities. The final decision in this matter will be made cooperatively between the coach, AD, and principal.

### 3. Hazing / Initiations and Bullying

Hazing, initiations, or bullying of student-participants by other team members is not acceptable, and any practice of this type of behavior will not be tolerated. Actions of this type may be illegal, and those involved may be subject to police action as well as dismissal and/or suspension from participation in any activity program. Hazing is defined as committing an act against a student, or coercing a student into committing an act, that creates a substantial risk of harm to a person, in order for the student to be initiated into or affiliated with a student

organization, or for any other school-related purpose. Acts of these kinds will result in disciplinary action found in the Rush City High School Student/Parent Handbook.

## ACTIVITY PARTICIPATION REQUIREMENTS

It is the responsibility of each Head Coach to insure the School District's basic philosophies of participation at each level of their respective activities are adhered to.

- a. The Jr High programs emphasis will be placed on individual fundamental skill development. Season scheduling will be done with the understanding that practice time is as important as competition. As close to equal playing time as possible for all participants will be the expectation unless restrictions are needed for poor attendance or other discipline issues.
- b. The C-Squad level, if available for the activity, is for those participants who are not ready, as determined by the coaches, to handle the requirements of the Varsity and/or JV levels. Playing time is not equal, but emphasis again will be on individual fundamental skill development.
- c. JV level is considered the final preparatory level before Varsity. Seniors will not participate at this level unless low overall activity participation levels warrant the need so that a JV program can be maintained or with an agreement between the player, parent, coach, and AD. Playing time is not equal with emphasis continuing to be on individual fundamental skill development.
- d. The Varsity is the top level in the program. Playing time is not equal and is earned through demonstrations to the coaching staff that the opportunities are warranted.

Activity participants will follow these general expectations for all of our activities. Additional activity specific items may be established and required of the participant as defined by the Head Coach of that activity.

### 1. Practice and Game Attendance during the Season

Students need to be out for a sport or activity within 3 weeks of the start of the activity in order to participate.

If school is canceled or students are sent home early, there will be no practices or contests that day or evening. Exceptions may be made for playoff games.

Students will be dismissed to attend church functions with no attendance penalty.

Attendance at all practice sessions and/or events for their level (including tournament periods) for all team members is required. Athletes are not permitted to leave practice or games early without prior approval by a member of the coaching staff. Unexcused absences from practice as well as a poor attitude towards coaches and teammates will affect playing time.

In-season sports take priority over out-of-season sports (AAU, Traveling, JO Volleyball, etc.) Any athlete who is out for an in-season sport at the senior high level(C-team, JV, Varsity), must attend all practices, games, contests and meets as scheduled. If a practice, game, contest, or meet (in-season sport) is postponed and rescheduled, the athlete must attend in-season

practice, game, contest or meet that is rescheduled, which includes Saturdays. Any athlete who chooses to miss an in-season practice, game, contest or meet to attend an out-of-season sport may be removed from the team.

2. Out-of-Season Conditioning Attendance

Many teams will conduct conditioning programs during the off-season or during the summer. All out-of-season conditioning programs including summer conditioning are completely voluntary and participation may in no way directly affect the following season's team placement.

3. Dress Code

The Activities Department expects all student-participants will maintain a clean, neat appearance and to meet or exceed all guidelines set in the Rush City Student/Parent Handbook . Coaches may have additional dress requirements for game days.

4. Equipment

The school attempts to provide the best and safest equipment money can buy. Each participant is expected to take excellent care of this equipment. If the equipment needs repair any time during the season, the participant should notify the coach as soon as possible. The participant must accept full responsibility for equipment or uniforms issued by the school. If they are lost or anything is damaged, she/he must pay the school for its replacement. When the participant completes a season, he/she will have one week from the final contest to return issued equipment to the coach. A participant who does not return the issued equipment / uniforms will be charged for the replacement fee. The participant cannot participate in any other activities until the item is returned or paid for.

5. Weight Room Rules

**The following policies are in effect at all times:**

- Stretching must be done before and after weight training.
- Proper workout attire should be worn at all times.  
No street clothes, shirts, sweat pants, or shorts must be worn.  
No street shoes; tennis-type shoes required.
- Horseplay will not be tolerated.
- Encourage each other rather than harassing or bringing an achieving person to a lower level.
- Always use good judgment when lifting and spotting.
- Respect each other. We all have equal rights to all equipment.
- Tear down and re-rack all plates when you are done at a lifting station.
- Collars must be used on all lifts.
- A supervisor or coach will open the weight room. You are not to be in the weight room unless properly supervised (coach stays in the room).
- Neatness and respect are of great importance to maintaining a proper weight-training atmosphere. With this in mind, consider this your room and let's keep it a first-class operation.
- Weight plates and bars should be kept on the platforms and in or on the areas provided for them. Iron should always be returned immediately after use.
- Each trainee should follow a prescribed program or routine.
- Use spotters when attempting heavy lifts.

- Correct forms must be stressed in all lifts.
- Food or drink is not allowed in the weight room!

## Sports Physicals

Per MSHSL policy, each athlete must have an approved sports physical by the first practice of the season that he/she wishes to participate in. An updated physical is required once every three years. All physicals should be turned into the Activities Office.

## MSHSL and Rush City Schools Required Forms

Forms outlining the Minnesota State High School League rules, policies, and expectations will be available **on our website** through the district's online registration program before each school year and must be completed before a student may begin practice/participation each new school year. You are able to register your student for all of the activities they plan to participate in at one place.

<https://gobound.com/mn/schools/rushcity#>

## Transportation to away activities

Activity participants are expected to use the School District provided transportation to and from all off-campus student activities. This shall be in school buses or other school vehicles driven by a school approved driver who has the necessary qualifications to drive the vehicle. Participants will ride on school approved transportation (when available) unless the parent has requested and the request has been approved by the AD or Principal. Any participant wishing to ride home with a parent after an away school activity, may be signed out by their parent/guardian in the presence of the adult in charge at the activity. Students will not be allowed to ride with anyone other than a parent/guardian unless requested and agreed upon in writing by the AD or Principal. Students will not be allowed to transport other students.

## PARENT SECTION

### EXPECTATIONS AND PROTOCOL FOR THE PARENT/GUARDIAN

First and foremost, know and understand the goals and purpose your student has in participating. Support your student's efforts toward meeting their goals. Work to promote a positive environment that is conducive to the students' development. Research indicates that students involved in co-curricular activities have a greater chance for success in school and during adulthood. Many of the character traits developed as a successful participant are exactly those that will promote a successful life after high school. We hope the information provided here helps to make both your child's and your experience with the Rush City High School activity program less stressful and more enjoyable.

As the parent/guardian of the activity participant, become familiar with, and review the team and activities department rules and regulations with your student. Communicate with the Coach or AD any concerns in a timely manner, according to district protocol. Treat all coaching personnel with courtesy and respect, and insist your student participant does the same.

Make every effort to accompany your student to informational meetings offered by the coach and/or the activities department. Assure that your student will attend all scheduled practices and contests. Acknowledge and support the ultimate authority of the coach to determine strategy and player selection. Work closely with coaches, guidance counselors, and school personnel to identify a reasonable and realistic future for your student after high school. Attend as many contests as possible to show support for your child, the team, and the school. Be supportive of the team, the participants, and the coaches.

Learn the basic rules and strategies of the sport to gain a better understanding of it. Because sportsmanship begins with you, we ask that you exhibit good sportsmanship at all times. Your admission to a contest is to watch the performances of the student participants. It is not a license to abuse officials, coaches, players or other spectators. Be a positive role model for all of our student participants.

“What does it mean to be a successful student?”

“What does it mean to be a successful participant in activities?”

It requires the same set of skills and abilities to achieve both. It demands discipline; it demands focus; it requires setting goals and meeting those goals; it requires being able to face adversity, and it requires meeting challenges aggressively and with integrity.

Successful student participants approach their activities in this manner and must approach their studies in the same way.” -Kendra Hamilton, Director at CaseNEX

## PARENT AND COACH COMMUNICATION PLAN

Parenting and coaching are both extremely difficult undertakings. As parents and coaches become more aware of each other's roles and responsibilities, all of our children benefit. When your child becomes involved in our activities programs, you have a right to understand what expectations are placed on him/her. This is facilitated by clear communication between you and your child's coaches.

Communication you should expect from your child's coach :

- \* Expectations the coach has for your child, as well as all the players on the squad. Team

- Rules over and above the basic School District policies

- \* Locations and times of all practices and contests.

- \*\* A communication group set up to communicate important changes to schedules or to communicate important events that are coming up. This will be an 'opt in' app for participants and parents.

## Procedures for contacting coaches with concerns

Participant / Parent and Coach Communication Steps:

**Step One :** The participant themselves should first meet with the coach at an appropriate time to discuss the issue. These meetings usually clear up informational misunderstandings.

**Step Two :** If step one was not successful at resolving the issue, the parent should request a meeting with the coach. Please contact the coach via school email or phone and set up an appointment. These meetings must be prearranged. In attendance at this meeting will be the participant, the

parent/guardian, and the coach. An additional coach is highly suggested to act only as a witness.

This meeting should be used to clarify the concerns of the participant/parent and the group will look to find a remedy to these concerns that is workable for all. Strengths and shortcomings of the participant can be discussed but comparisons to other specific participants will not be allowed. Unacceptable behavior/language will end the meeting immediately.

The coach is required, via email, to keep the Activities Director informed of all Step Two meetings with details on issues discussed and information given.

**Step Three :** If the Step Two meeting is not successful at resolving the issue, the Activities Director will be contacted by the coach and a meeting will be set up which will include all those previously in attendance with the addition of the Activities Director as well.

**Step Four:**

If Step Three is not successful at resolving the issue, a meeting will be set up with the Superintendent of schools in attendance.

## **Rules of Conduct for Parents or Community Adults**

No issues/concerns between a parent, student, official or coach should be addressed during or immediately following an event or practice. As stated previously, all meetings need to be prearranged and should take place after a 24 hour "cooling off" period. The game site, practice field, lobby or locker rooms are not appropriate places to handle the concerns.

Certain behaviors are considered inappropriate and unacceptable. The school and activities department reserves the right to refuse admission or remove persons who exhibit such behaviors including, but not limited to what is listed below. Violations by a fan will result in suspension from the next scheduled home or away event. A second violation of this policy will result in suspension from the next four scheduled home or away events. A third violation will result in suspension for one calendar year from all district events (sports and fine arts). Violations are cumulative, regardless of who is involved. School administration reserves the right to restrict access as necessary in extreme situations.

1. Berating, humiliating or taunting our coaches, participants, or spectators when in attendance at an event or at any other time in a public forum, including social Media.
2. Berating, humiliating or taunting of coaches, players, or spectators from our opponents community.
3. Berating and harassment of game officials. Officials should be treated with respect during and after contests. Any physical confrontation may be considered Assault.
- 4) Racist, sexist or profane remarks directed at any team, coach, participant, official, or spectator.