

**ACTIVITIES COMMITTEE MEETING  
TUESDAY, JUNE 17, 2014  
4:30 PM -  
DISTRICT OFFICE BOARD ROOM**

**OUR VISION  
NO BOUNDARIES TO LEARNING**

**OUR MISSION  
TO DEVELOP THE POTENTIAL IN EACH PERSON THROUGH ACADEMIC &  
EXTRA-CURRICULAR PROGRAMS**

---

**AGENDA**

Hall of Fame

PAC/Fine Arts Coordinator Position Proposal

Robotics

Activities Policies

- |         |    |
|---------|----|
| 1. #510 | 2  |
| 2. #597 | 10 |
| 3. #599 | 25 |

## PRINCETON PUBLIC SCHOOLS

# ACTIVITIES PROGRAM

### Purpose

The purpose of this policy is to support development and implementation of a quality student activities program. This will assure a wide range of opportunities, experiences and expectations to meet the needs and interests of students in the Princeton Public Schools.

### Definition of Activity

“Activity” refers to any activity whether athletic, academic or fine arts. It also applies to all levels, including elementary, middle, senior high levels and Community Education sponsored activities.

### General Statement of Policy

The Princeton School District will provide opportunities for students to safely participate, enjoy and excel in a quality activities program. In order to accomplish this mission:

1. Students will strive to achieve their personal best and compete at the most challenging level appropriate to their abilities.
2. The activities program will provide staff, leadership and resources to support student opportunities.
3. Coaches/Advisors will, on an annual basis or at the end of a season, submit a written evaluation on the program to the district Activities Director. This evaluation, including anonymous parent and student input, will be written on a form developed by the Activities Director.
4. The Activities Director will evaluate all head coaches/advisors on a bi-annual basis and all new head coaches during their first year. Head coaches will be responsible for evaluating the assistants of their respective programs at the end of each season and submit a written evaluation to the appropriate building principal. Additional and periodic evaluations will occur as needed.

### Belief Statements

1. A variety of activities should be available to accommodate a wide range of students’ interests. All students should have support to achieve their full potential. Everyone who wants to participate in a specific activity should be able to participate at a level appropriate to his or her ability.
2. The activities program should be **FUN** for all who work and participate in it.

3. Teamwork and respect should be the foundation of all aspects of the activities program.
4. Competition is valued and consists of commitment to success, working hard, and achieving one's personal best.
5. Commitment to communication by parents, students and the school district is required for positive and successful relationships.
6. Participation complements, rather than compromises, students' academic responsibilities.
7. All activities will provide opportunities for students to enhance self-esteem and self-confidence. Understanding expectations and experiencing encouragement are important to building self-esteem.
8. All activities will have equal value and should have appropriate access to resources and support. Expectations for students and recognition of achievements should also be equal.
9. Consistent processes and procedures for starting, evaluating, modifying or eliminating programs must be applied to all activities.
10. Striving for excellence will include a commitment to achieving goals and the self-discipline to work toward continuous improvement.
11. All students are responsible for their own behavior, work ethic, and positive attitude before, during and after participation in their chosen activity.
12. All students, coaches, parents, and supporters should abide by the Conference Code of Ethics:
  - As an **athlete/participant**, I will respect the rights and property of others. I will accept responsibility for my actions and follow the rules of my sport. I will respect and obey the rules of my school, community, state and country.
  - As a **coach/advisor**, I will constantly uphold the honor and dignity of the profession. I will coach each athlete/participant to the best of my ability, knowing that sports and activities are an extension of my community's accepted educational program.
  - As a **fan**, I will show positive support for my school's teams and coaches. I will respect opponents and abide by the decisions of officials. I will keep in mind that I represent my family, my school and my community.
13. Minnesota State High School League policies and regulations and District 477 policies and regulations will guide eligibility, participation and conduct and must be followed.
14. Rehearsals and practices will be scheduled to run no later than 10:00 p.m. on school nights for high school students and no later than 9:00 p.m. for middle school students.

When rehearsals are scheduled for extended periods of time, coaches/advisors/staff will find ways to allow students to study during periods of time when they are not directly involved.

15. Every effort will be made to leave Wednesday evenings and Sundays open so that students may participate in nonschool activities. There will be no practices, rehearsals, or activities after 6:00 p.m. on Wednesdays. Any exceptions must be approved by the school board prior to the event occurring.
16. Must follow Policy 902 – Facility Use Policy.

### **Activities Communication**

#### STUDENT OR PARENT/STAFF COMMUNICATION:

1. The following is recommended to resolve communication issues and to insure the concerns are resolved at the appropriate level. This communication protocol specifies the person who should be contacted first when there is a concern about a coach/advisor's action or decisions. When a concern is expressed, the following communication protocol should be followed as listed. If resolution of the issue is not achieved at the first level of communication, the next person in the communication protocol can be contacted. The discussion and decision will be documented and filed at each level. All parties involved in addressing the situation will receive a copy of the final resolution:

<b>Level 1</b>	Coach/Advisor directly involved with the student
<b>Level 2</b>	Head Coach/Advisor
<b>Level 3</b>	Activities Director
<b>Level 4</b>	Principal
<b>Level 5</b>	Superintendent
<b>Level 6</b>	School Board

2. If the concern arises at an event, contact with the coach/advisor should be made the following school day. The person with the concern should make a telephone contact or schedule an appointment.
3. All staff members in the communication protocol following coach/advisor are obligated to follow the policy and determine that the line(s) of communication have been followed.

#### STAFF/STAFF COMMUNICATION:

1. Activities Director and Coach/Advisor communications should address concerns in a one-on-one conference. If resolution is not reached, the issue should be referred to the next level in the protocol (i.e. Principal, Superintendent, School Board).
2. All affected staff may be asked to participate in the discussion.

### **Activity Schedule Conflicts**

1. When conflicting activity schedules occur, the event with the highest level of performance/competition takes precedence. The following performance/competition levels are listed in order from lowest to highest:
  - Rehearsal or practice
  - Scrimmage
  - Non-conference, non-sectional or invitational meet/game
  - Extended student field trip
  - Conference or sectional game and a regularly scheduled performance (i.e., seasonal concert or play production)
  - Sectional or conference play-offs
  - State competition
2. All extended student field trips may not conflict with conference championship, MSHSL sub-section, section or state tournaments.
3. When schedule conflicts occur at the same level of performance, the coaches/advisors will work out the conflict with the Activities Director. Student athlete/participant will not be punished for missing a lower level activity (i.e., being forced to sit out a game/meet/concert for missing a practice due to participation in another activity).
4. School calendar events with annual corresponding dates will dictate that competing major events cannot be scheduled on those dates (i.e., seasonal concerts, play performances, prom).
5. Events properly scheduled on the district events calendar will take precedence over events not scheduled or added to the calendar.
6. Events which need to be rescheduled due to school closings or weather will be handled on a case-by-case basis with sensitivity to dates already scheduled.

### **Activity Start-Up/Modification/Elimination**

The following process will be followed to start, modify or eliminate an activity (ies):

#### **ACTIVITY START-UP**

1. Notification of Activities Director.
2. Demonstrated student interest at an earlier age through intramurals, club, community education/middle school/elementary school participation, interest survey, consistent participation (2-4 years).

3. Expenditure Evaluation.
  - Advisory Staff: Qualified/certified – number of staff required
  - Facilities
  - Equipment
  - Transportation: Lodging – travel
4. Activities Director recommendation to the School Board.
5. School Board evaluation and decision.
6. Probation for 3 years.

#### ACTIVITY MODIFICATION

1. Add a level.
  - Add a coach/advisor.
  - Add an appropriate schedule.
  - Review participation (prior year).
  - Examine facilities.
  - Activities Director recommendation to the School Board.
  - School Board evaluation and decision.

#### ACTIVITY ELIMINATION

1. Activities Director notifies coach/advisor.
2. The activity is being placed on probation.
  - Probationary period 2-3 years or less.
  - Continued decreasing participation.
  - Review of middle school program.
  - Lack of competitive opportunities.
3. Cooperative opportunities will be investigated.
4. The activity is being dropped.
  - Temporary situation (lack of participation at combined levels).
  - When participation increases, the activity will be reactivated.

5. The activity is being eliminated.

- Recommendation by Activities Director to the School Board.
- School Board evaluation and decision.

**Legal References:** Minn. Stat. § 123B.49 (Cocurricular and Extracurricular Activities)

**Cross References:** Policy 413 (Harassment and Violence)  
Policy 423 (Employee /Student Relationships)  
Policy 503 (Student Attendance)  
Policy 505 (Distribution of Nonschool Sponsored Materials on School Premises by Students and Employees)  
Policy 506 (Student Discipline)  
Policy 597 (Interscholastic Eligibility)  
Policy 610 (Field Trips)  
Policy 902 (Facility Use)  
MSBA Service Manual, Chapter 5, Various Educational Programs

Adopted: December 19, 2000  
Updated: July 20, 2004  
Revised: July 19, 2005  
Revised: October 10, 2007  
Revised: January 13, 2009  
Revised: December 8, 2009  
Revised: March 23, 2010

Adopted: \_\_\_\_\_

MSBA/MASA Model Policy 510

Orig. 1995

Revised: \_\_\_\_\_

Rev. 2000

## **510 SCHOOL ACTIVITIES**

### **I. PURPOSE**

The purpose of this policy is to impart to students, employees and the community the school district's policy related to the student activity program.

### **II. GENERAL STATEMENT OF POLICY**

School activities provide additional opportunities for students to pursue special interests that contribute to their physical, mental and emotional well-being. They are of secondary importance in relationship to the formal instructional program; however, they complement the instructional program in providing students with additional opportunities for growth and development.

### **III. RESPONSIBILITY**

- A. The school board expects all students who participate in school sponsored activities to represent the school and community in a responsible manner. All rules pertaining to student conduct and student discipline extend to school activities.
- B. The school board expects all spectators at school sponsored activities, including parents, employees, and other members of the public, to behave in an appropriate manner at those activities. Students and employees may be subject to discipline and parents and other spectators may be subject to sanctions for engaging in misbehavior or inappropriate, illegal or unsportsmanlike behavior at these activities or events.
- C. It shall be the responsibility of the superintendent to disseminate information needed to inform students, parents, staff and the community of the opportunities available within the school activity program and the rules of participation.
- D. Those students who participate in Minnesota State High School League (MSHSL) activities must also abide by the league rules. It shall be the responsibility of those employees who conduct MSHSL activities to familiarize students and parents with all applicable rules, penalties, and opportunities.
- E. The superintendent shall be responsible for conducting an annual evaluation of school activity programs and presenting the results and any recommendations to the school board.

**Legal References:** Minn. Stat. § 123B.49 (Cocurricular and Extracurricular Activities)

***Cross References:*** MSBA/MASA Model Policy 503 (Student Attendance)  
MSBA/MASA Model Policy 506 (Student Discipline)  
MSBA Service Manual, Chapter 5, Various Educational Programs

## PRINCETON PUBLIC SCHOOLS

### INTERSCHOLASTIC ELIGIBILITY

Extra-curricular is defined as those events and organizations that are in no way tied to the grade a student would receive for any class.

Following is a summary of the basic regulations governing a student's eligibility to participate in all high school extra-curricular activities. These regulations are in compliance with official Minnesota State High School League regulations. Regulations outlined are in the Minnesota State High School League Handbook. Copies of the handbook are available at the high school.

A. **ANNUAL ATTENDANCE** - All participants are required to attend a pre-season eligibility meeting. Parents are strongly encouraged to attend these meetings regarding rules and policies for students involved in MSHSL activities.

B. **ACADEMIC REQUIREMENTS**

Students must be making satisfactory progress toward school district requirements for graduation (see policy 613 Graduation Requirements). Any participant competing at the 9<sup>th</sup> grade, 10<sup>th</sup> grade, Junior Varsity and/or Varsity Levels receiving an "F", beginning with the 4<sup>th</sup>-week trimester grade check, will be ineligible to compete one school day after notification to the student. Participants can become instantly eligible to compete upon receiving verification from all teachers that no "F's" exist. Participants will be able to practice. Participants with an "F" will not be permitted to leave school early for practices, events or contests. The scholastic average will be 2.0 for grades 9 - 12. Students not meeting this requirement at the 4/6/9 grade check periods will have 2 weeks to remain eligible (this period will be called "probation"). If a 2.0 is not attained during the 2 week probation, a 2 week suspension results (this period will be called "suspension"). If a 2.0 is not attained after 2 weeks of academic suspension, the student is removed from the team roster. Fall participants will be placed on academic probation if a 2.0 GPA is not attained during the 3<sup>rd</sup> trimester of the previous school year.

7<sup>th</sup> & 8<sup>th</sup> grade students participating in athletics and/or fine art activities are expected to be passing all of their classes. Grade checks will take place at the beginning of each season and/or as needed. Students not achieving a 2.0 GPA and/or if they have one or more "N's" will be placed on academic probation. During this time, students will have two weeks to remain eligible by attaining a 2.0 GPA and/or receiving zero "N's." If students remain academically ineligible, they will be placed on academic suspension. If a 2.0 and/or zero "N's" is not attained after two weeks of academic suspension, the student is removed from the roster. Fall participants will be placed on academic probation if a 2.0 GPA is not attained during the 3<sup>rd</sup> trimester of the previous year.

Note: Coaches/Advisors have the ability to raise the 2.0 academic standard for their

participants as long as the expectation is made clear at the beginning of the season.

The administration may review individual cases and has discretion regarding waiving eligibility requirements.

### C. ALCOHOL / DRUGS / TOBACCO - VANDALISM / THEFT OF PROPERTY

A student shall not use, have in possession, buy, sell or give a beverage containing alcohol (regardless of quantity) during the entire year, including the summer months.

1. A student shall not have in possession or use tobacco during the entire year, including the summer months. Students who violate this rule shall be suspended from participation in all high school extra-curricular activities for the time specified herein.
2. A student shall not have in possession or consume any substance defined by law as a drug, unless specifically prescribed by their doctor for the student's own use. Further, they shall not buy, sell or give away such a substance during the entire year, including the summer months. The term "possession" includes having on your person, in your locker, or in your vehicle. Students involved in vandalism or theft of school property, student property, or property of school personnel shall be subject to the same disciplinary action specified for alcohol/drugs.
3. Students who violate any of these rules shall be suspended from participation in all school district extra-curricular activities for the time specified herein.

#### 4. Chemical Violations

Rule: Attendance

Attendance at parties, events, or gatherings, for whatever length of time, where alcoholic beverages and/or illegal drugs as defined by State Law are illegally present and/or illegally used is prohibited.

#### 5. Cooperation and Honesty

If at any time a student participant is found uncooperative and dishonest regarding their statement(s) concerning testimony as it relates to stated violations of this policy, the following suspensions(s) will be administered:

- a. First offense: the individual will be suspended from the squad five (5) school days and/or one (1) contest, whichever is greater. This suspension will be above and beyond any suspension that will be and/or has been administered.

- b. Second offense: the individual will be suspended from the squad for the next ten (10) school days and/or two (2) contests, whichever is greater. This suspension will be above and beyond any suspension that will be and/or has been administered.

D. PENALTIES AND RECOMMENDATIONS FOR VIOLATIONS: *Administration will notify parents of any/all violations listed below:*

1. First Violation

- a. Penalty: After confirmation of the first violation, the student shall lose eligibility for the next two consecutive interscholastic events or two weeks of a season in which the student is a participant, whichever is greater. No exception is permitted for a student who becomes a participant in a treatment program.
- b. Recommendations:
  - 1. It is recommended that the school develop a local education program through which the student would receive information about the effects of misuse or abuse of mood-altering chemicals.
  - 2. It is recommended that, when appropriate, the school refer a student to a community agency or a professional individual outside the school for assessment of potential chemical abuse or misuse.

2. Second Violation

- a. Penalty: After confirmation of the second violation, the student shall lose eligibility for the next six consecutive interscholastic events or three weeks of a season in which the student is a participant, whichever is greater. No exception is permitted for a student who becomes a participant in a treatment program.
- b. Recommendations:
  - 1. It is recommended that before being readmitted to activities following suspension for the second violation, the student shall show evidence in writing that they have received counseling from a community agency or professional individual such as a school counselor, drug counselor, medical doctor, psychiatrist, or psychologist.
  - 2. It is recommended that, when appropriate, the school refer a

student to a community agency or a professional individual outside the school for assessment of potential chemical abuse or misuse.

3. Third Violation

a. Penalty:

1. After confirmation of the third or subsequent violations, the student shall lose eligibility for the next 12 consecutive interscholastic events or 4 weeks of a season in which the student is a participant, whichever is greater.
2. If after the third or subsequent violations, the student on their own volition becomes a participant in a chemical dependency program or treatment program, the student may be certified for reinstatement in MSHSL activities after a minimum period of six weeks. Such certification must be issued by the director or a counselor or a chemical dependency treatment center.

b. Recommendation:

It is recommended that the student be referred for assessment of potential chemical abuse, misuse or dependency by a community agency or a professional individual outside the school.

4. Penalties shall be accumulative beginning with and throughout the student's participation on a varsity, junior varsity, sophomore or freshman team or activity.
5. Denial Disqualification: A student shall be disqualified from all interscholastic activities for nine 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.

E. In addition to Section C, where students are found to have violated eligibility rules, situations of suspected student chemical use need to be addressed before serious problems or reported violations occur.

1. In instances where growing indications of chemical use appear, a personal conference with the student shall be conducted by a concerned staff person to discuss concerns about the student and their chemical health.
2. In instances where the indications of chemical use still appear, following the student conference and a grace period, a conference will be held with parents to discuss the staff's concern for the student's chemical health.

3. In instances where the indications of chemical use still appear, following the parent conference and grace period, the student may be suspended from “play” by the coach until there are positive improvements in chemical health.
4. Racial/Religious/Sexual Harassment/Violence and Hazing

NOTE:(See current Minnesota State High School League Athletic Eligibility General Rules on file at the high school.)

- F. **SUSPENSIONS** - In unique situations, the initiation of the suspension may be aired by the administration. (Example: Individual goes out for one activity, violates a rule, the suspension would begin at the start of this event even if the youth decides to go out for an additional activity.)
- G. **ENROLLMENT, ATTENDANCE AND REQUIRED SUBJECT LOAD** - A student must be registered, attending classes regularly and be enrolled in the required number of credits.
- H. **TRIMESTERS IN HIGH SCHOOL** - A student shall not participate in a high school extra-curricular activity after their 12 trimesters in grades 9 - 12 inclusive. All 12 trimesters shall be consecutive. The attendance of 15 days or more in one trimester will count as a trimester in administering this standard.
- I. **SEASONS OF PARTICIPATION** - No student may participate in more than four seasons in any sport while enrolled in grades 9-12, trimesters 1-12 inclusive.
- J. **AWARDS RULES** - Awards other than medals, ribbons, letters, trophies, plaques, athletic insignias, cups, etc., shall not be awarded for participation in high school extra-curricular activities. Cost may not exceed \$100.00.
- K. **GRADUATE** - A graduate of a high school is ineligible for participation in any high school extra-curricular activities. Early graduation will be governed by Minnesota State High School League regulations.
- L. **AGE** - A student may not participate in high school athletics who is twenty years of age on the date of the contest. A student who has started a season will be permitted to complete that season after reaching their twentieth birthday. Adapted athletes are eligible to participate until their 22<sup>nd</sup> birthday, provided they meet all other eligibility requirements.
- M. **AMATEURISM** - A student must be an amateur in the sport for which they are candidates. Golf is governed by the United States Golf Association Amateur Rule.
- N. **ALL-STAR TEAMS AND GAMES** - Students who participate on all-star teams or in

all-star games, after having participated in activities as a representative of a Minnesota State High School League member school, are ineligible in that sport in which the violation occurred for a period of one year from the date of the last violation. In the case of a senior, they will forfeit remaining eligibility in all athletic activities for their senior year.

#### O. ATHLETIC CAMPS AND CLINICS

1. **School Year:** Students may attend athletic camps and clinics which have been approved by their high school principal.
2. **Summer Vacation Period:** Nonschool specialized athletic camps and clinics do not require approval.
  - a. The nonschool sponsored camp or clinic fee must be provided by the student or the student's parent(s) or guardian, unless other arrangements are approved by the Board of Directors.
  - b. A student may attend a camp or clinic where a member of the school's coaching staff (sophomore, B-squad, junior varsity or varsity) in that sport owns, administers, directs, organizes, or serves as an instructor or is a staff member during the student's attendance.
3. **Penalty:**
  - a. **First Violation:** After confirmation of the first violation, the student shall lose eligibility in that sport for the next two consecutive interscholastic contests or two weeks of that season, whichever is greater. If there are fewer than two events remaining in that sport, the loss of eligibility will continue into the next season in that sport. Note: This means that a senior who violates the bylaws at the end of one sport season will lose eligibility for two games in the next sport season in which the student participates.
  - b. **Second Violation:** After confirmation of the second violation, the student shall lose eligibility in that sport for the next six consecutive interscholastic contests or three weeks, whichever is greater.
  - c. **Third Violation:** After confirmation of the third or subsequent violations, the student shall lose eligibility in that sport for the next 12 consecutive interscholastic contests or 4 weeks, whichever is greater.
  - d. **Accumulative Penalties:** Penalties shall be accumulative beginning with the student's first participation in a League activity and continuing through the student's high school career.

P. PHYSICAL EXAMINATION AND PARENT'S PERMIT - Any student who intends to participate in high school interscholastic activities and cheerleading activities must have on file in the high school a record of a physical examination performed by a physician within the previous three years. A health questionnaire shall be completed annually and could indicate the need for physical examination prior to participation. The signature of the parent or guardian approving participation is required annually.

Q. TRANSFER RULE - as per MSHSL transfer policy, bylaw 111.00 (contact Activities Director for more specific information in this area):

1. A change of residence is the actual physical relocation by the parents or guardians of a student with the intent to reside indefinitely at a new residence and terminate all occupancy of a previous residence. The change in residence must be bona fide, include other minor siblings and involve transfer from one school district attendance area to another school district attendance area.

For purposes of eligibility determinations, the residence of a student shall be the bona fide location of the residence and must include occupancy by the students' parents or guardians in the public school attendance area. Both parents, except as otherwise provide herein, must physically reside at the residence on a regular basis for the duration of the student's enrollment.

If married, residence is determined by the bona fide residence where the student and the student's spouse actually reside.

In determining whether a change in residence is bona fide, a member school and the League may consider:

- a. New mailing address of the parents or guardians
  - b. Voting registration of parents or guardians that coincides with the new residence
  - c. Driver's license registration that coincides with the new residence
  - d. Purchase or rental agreements
  - e. Any other reliable evidence of residency
2. Residence: For purposes of eligibility, a student may only have one residence. To determine residence for eligibility purposes, the public school district attendance area in which the home last occupied by both parents is located shall be considered as the family's residence.

3. Emancipated Student: If emancipated, a student's residence is determined by the bona fide residence where the student actually resides. An emancipated student is one who:
  - a. has been a resident of the state of Minnesota for at least one full calendar year immediately preceding the date in question, and
  - b. is totally self-supporting. Criteria to determine if a student is self-supporting may include, but is not limited to:
    1. a notarized statement from the parent(s) or guardian(s) that they provide none of the student's support;
    2. verification of employment or other means of financial support from the student's employer or supporting agency;
    3. verification of rent payment by the student
    4. verification from a school that the student is accepted to attend as a resident student on the grounds of being emancipated.
    5. any other documentation requested by the Minnesota State High School League or member school.
4. Good Standing: For purposes of this bylaw, the term "good standing" shall mean that on the official date of withdrawal from the last school attended the student was fully eligible at that school under all of the conditions and all of the eligibility requirements of that school as well as the eligibility requirements of the state activity association of which that school is a member.
5. Guardianship: For purposes of this bylaw, guardianship shall not be accepted for the purpose of establishing the residence of a student except when the guardianship has been established pursuant to a child protection order placement in a foster home or a juvenile court disposition order.
6. High School: A high school shall include grades 9 through 12.
7. Parents: For purposes of this bylaw, parents shall mean both parents of the student. In the event of divorce, parent shall be the parent with legal and physical custody of the student. In the case of a child protection order, parent shall mean the facility assigned by a court pursuant to a child protection order, foster home placement or juvenile court disposition order.
8. Public School District Attendance Area: The term "public school district attendance area" shall be understood to refer to the area assigned to a specific high

school by a Board of Education and shall not refer to a school district except in cases in which only one high school exists in a school district.

9. **Transfer Student:** A transfer student is one who discontinues enrollment and attendance in any high school, public or non-public, located in a public school district attendance area and enrolls and attends classes in any other high school in Minnesota.

#### Domestic Students

- a. A transfer student is eligible for varsity competition provided the student was in good standing on the date of withdrawal from the last school the student attended and one (1) of the provisions in Section 2 (below) is met.
- b. A transfer student is eligible for varsity competition if:
1. **9th Grade Option:** the student is enrolling in 9th grade for the first time;
  2. **Family Residence Change:** the student transfers from one public school district attendance area to another public school district attendance area at any time during the calendar year in which there is a change of residence and occupancy in Minnesota by the student's parents. If the student's parents move from one public school district attendance area to another public school district attendance area, the student will be eligible in the new public school attendance area or a non-public school if the student transfers at the same time the student's parents move.

If the parents move from one public school district attendance area to another, the student shall continue to be fully eligible if the student continues enrollment in the prior school for the balance of the current marking period or for the balance of the academic school year. If the student elects either of the current enrollment options above, the student will be fully eligible upon transfer to the new school.

A student who elects not to transfer upon a parent's change in residence shall continue to be eligible at the school in which the student is currently enrolled.

3. **Court Ordered Residence Change for Child Protection:** the student's residence is changed pursuant to a child protection order placement in a foster home, or a juvenile court disposition order.

4. Custody of Student: A student of divorced parents who have joint physical custody of the student may move from one custodial parent to the other custodial parent and be fully eligible at the time of the move. The student may utilize this provision only one time during grades 9-12 inclusive.
5. Move From Out of State: If a student's parents move to Minnesota from a state or country outside of Minnesota and if the student moves at the same time the parent establishes a residence in a Minnesota public school district attendance area, the student shall be eligible at the first school the student attends in Minnesota.
6. Enrollment Options Program: A student who utilizes Minnesota Statute 124D.03 Enrollment Options Program, and transfers without a corresponding change of residence by the student's parents shall elect one of the following:
  - a. retain full eligibility for varsity competition for one (1) calendar year at the school where the student was enrolled prior to the transfer after which time the student shall become fully eligible at the school to which the student has open enrolled; or
  - b. be eligible only at the non-varsity level in the school to which the student has open enrolled for one (1) calendar year.
  - c. If none of the provisions in Section 2 (above) are met, the student is ineligible for varsity competition for a period of one calendar year beginning with the first day of attendance in the new school.
    1. Students are immediately eligible for competition at the non-varsity level.
    2. A student may not obtain eligibility as a result of a transfer. If at the time of transfer the student was not fully eligible in the previous school, the student shall be ineligible in the new school. A student who was not in good standing at the time of transfer shall be ineligible until the penalty from the previous school has been served.
    3. Each time a student transfers and the conditions of the transfer do not meet any of the provisions of Bylaw 111.2.A., the student will be ineligible for varsity competition for a period of one (1) calendar year

beginning with the first day of attendance at the new school. For example, if a student, while serving a one-year transfer suspension, transfers to another school and none of the provisions of Bylaw 111.2.A. are met, an additional one-year suspension will be applied. The student will begin serving the additional one-year suspension immediately following the completion of the previous one-year suspension.

The Minnesota State High School League (MSHSL) Board of Directors has established a due process procedure for a student or parent who believes the bylaws of the MSHSL have been misinterpreted by the student's school administrator(s) who are charged by the school to determine the student's eligibility. A student who represents the student's school in competition between member schools at the varsity, junior varsity or sophomore B-squad level must be fully eligible to do so, and the student or the student's parents who wish to contest a school's failure to certify the eligibility of a student may do so as identified in the Fair Hearing Procedure identified at the beginning of the 300 series of bylaws in the most current MSHSL Official Handbook.

#### Rationale:

The member schools of the Minnesota State High School League believe that the development, interpretation, application and administration of eligibility rules and regulations are essential components of a school's membership in the MSHSL because they:

Uphold the integrity of the mission of the MSHSL.

To the extent possible, provide fair and equitable competition for students, schools and school communities throughout the state and serve as a deterrent to students and others who may seek to attend a particular school for the purpose of building athletic strength.

Support students in local school communities from being displaced by others who reside in different attendance areas.

Protect school programs from losing students who have established an identity as an athlete or fine arts participant and, as such, are contributors to the overall support of the school community.

Further, the member schools believe the universal and consistent application of eligibility rules.

Support the founding purposes of the MSHSL to “. . . provide and administer a program of activities . . . on a competitive basis . . . to establish uniform and equitable rules . . . to elevate standards of sportsmanship and to encourage the growth of responsible citizenship among the students, member schools and their personnel.”

Limit the varsity eligibility of students who move from their district of residence to another school without a full and complete move by the student's parents.

Advise students about limitations they may face if they don't immediately qualify for varsity competition.

Affirm that athletic and fine arts eligibility to represent a school is a privilege and not a right, and they support the educational philosophy that athletics must not be permitted to assume a dominant position in a student's or school's program.

Clarify the difference between a student's opportunity to transfer from school to school or to become involved in PSEO and similar academic programs and a student's athletic and fine arts eligibility when a transfer occurs.

Support the school community relationship. The pride a community takes in its school's teams can't be matched. To undermine the integrity of a community-school alliance to benefit the athletic pursuits of an individual or a small group of athletes is, at best, a questionable practice.

Speak directly to the summertime athletic program influences. The Minnesota State High School League was created, "to establish uniform and equitable rules for youth in inter-school activities" and "to protect youth, member schools and their personnel from exploitation by special interest groups."

Underline the belief that ethical behavior, fair play, honorable competition, dignity and respect are non-negotiable.

## R. NONSCHOOL COMPETITION AND TRAINING FOR TEAM AND INDIVIDUAL SPORTS

1. During the High School Season: A student may not participate as a member of a nonschool team, in the same sport. SEASON DEFINED: The high school season shall run from the first date that practice may begin until the team is eliminated in MSHSL tournament competition. Baseball, softball, and skiing are exceptions to this rule.

Exception: Summer Vacation Period - Students may participate on a nonschool team in the same sport as they currently play at the high school level during the summer vacation period. SUMMER VACATION DEFINED: Summer vacation shall start on the Saturday following the fourth Friday in May and ending on Labor Day.

Summer Coaching Waiver: If a student participates on a team coached by a member of the high school coaching staff, coaching contact shall end on July 31 unless an extension to the summer waiver is granted by the school's Activities Director.

2. During the School Year, Prior To and Following the High School Sports Season: A student may participate in contests, meets or tournaments as an individual competitor or as a member of a nonschool team provided that these activities are voluntary and not influenced or directed for a salaried or nonsalaried member of the student's sophomore, B-squad, junior varsity or varsity high school coaching staff.
  - a. A student may not use any type of high school uniform.
  - b. A student may not receive coaching or training from a salaried or nonsalaried member of the student's sophomore, B-squad, junior varsity or varsity high school coaching staff in that sport. Power skating and indoor soccer are included in this limitation.
  - c. A student may receive training through private lessons from a person who is not a salaried or nonsalaried member of the student's sophomore, B-squad, junior varsity or varsity high school coaching staff in that sport.
  - c. A student's fee for nonschool coaching or training must be provided by the student or the student's parent(s) or guardian(s) unless approved by the Board of Directors.
3. Summer Vacation Period:
  - a. A student may compete as an individual or as a member of a nonschool team even though competing on a high school team in the same sport. SUMMER DEFINED: The day following the fourth Friday in May through Labor Day. (Exception Summer Coaching Waiver).
  - b. Students may receive a summer waiver to be coached by their high school coach. Students must contact their high school Activities Director.
4. Penalty:
  - a. First Violation: After confirmation of the first violation, the student shall lose eligibility in that sport for the next two consecutive interscholastic contests or two weeks of that season, whichever is greater. If there are fewer than two events remaining in that sport, the loss of eligibility will continue into the next season in that sport. Note: This means that a senior who violates the bylaws at the end of one sport season will lose eligibility for two games in the next sport season in which the student participates.
  - b. Second Violation: After confirmation of the second violation, the student shall lose eligibility in that sport for the next six consecutive

interscholastic contests or three weeks, whichever is greater.

- c. Third Violation: After confirmation of the third or subsequent violations, the student shall lose eligibility in that sport for the next 12 consecutive interscholastic contests or 4 weeks, whichever is greater.
  - d. Accumulative Penalties: Penalties shall be accumulative beginning with the student's first participation in a League activity and continuing through the student's high school career.
5. Special Considerations:
- a. National Teams and Olympic Development Programs - The MSHSL may permit participation by high school students on bona fide national teams or in Olympic development programs if:
    - 1. The program is approved and supported by the national governing body of the sport or if there is an Olympic Development Program of training and competition.
    - 2. Directly funded by a national governing body on a national level.
    - 3. Authorized by a national governing body for athletes having potential for future national team participation. Students who are invited to participate on National Teams or in Olympic Development Programs must contact their high school principal to obtain an application form. This must be completed at least 30 days prior to participation.
  - b. During the school year, students who participate for their school in a sport may participate through training, try-out or competition on a National Team or in a United States Olympic Development Program provided the student receives an individual invitation from the United States Olympic Committee or the United States National Governing Body on the national level for that sport.
  - c. Students who have completed their eligibility in a sport are exempt from the nonschool competition and training rules in that sport. All-Star rules shall apply.
- S. DUE PROCESS - Before a student is suspended from an extra-curricular activity, the appropriate minimum due process components will be followed. They include:
- 1. Regulations governing the eligibility for participation in extra-curricular activities and consequences of violations of these rules will be provided to all participants.

2. Suspension: A student may, at any time, be suspended from participation in an activity if the advisor feels that their actions or behavior are in violation of activity rules or a disruption to the functioning of the activity. The advisor need not discuss rationale for the suspension until after the completion of the day's activity.
3. Students will be removed from participation in extra-curricular activities only after a fair and objective investigation of the alleged violation.
4. Any student alleged to have violated the regulations will be provided an opportunity for a conference with the school administration to discuss the infraction, the evidence and the decision.
5. In unique situations, the initiation of the suspension may be varied by the administrator.
6. Fair Hearing Procedure: The League Constitution provides a Fair Hearing Procedure for the student or parent contesting a school's failure to certify the eligibility of a student. The student has 10 calendar days in which to appeal the school's decision. The appeals process includes an appeal before a hearing panel at the school and the right, if desired, to appeal that decision to the League's Board of Directors. An independent hearing examiner will hear the appeal and make written findings of fact, conclusions and a recommendation for the Board of Directors following the hearing. The Board's decision shall be final. A complete listing of the Fair Hearing Procedure may be obtained from the Activities Director or Principal of the high school.

Cross References: Princeton Policy 613 Graduation Requirements  
MSHSL Policy Manual

Adopted: August 23, 1983  
 Revised: June 12, 1990  
 Revised: April 13, 1999  
 Revised: June 8, 1999  
 Revised: May 24, 2005  
 Revised: August 23, 2005  
 Revised: July 17, 2007  
 Revised: October 13, 2009  
 Revised: January 12, 2010  
 Revised: August 9, 2011

**PRINCETON PUBLIC SCHOOLS**  
**STUDENT ACTIVITIES FEE SCHEDULE**

**HIGH SCHOOL ACTIVITY FEES: SPECIAL FEES**

A season fee of \$150.00 will be assessed to each student participating in these three high school activities: Football, Fall Musical, Boys and Girls Hockey.

**HIGH SCHOOL ATHLETIC ACTIVITY FEES**

A season fee of \$125 will be assessed each student participating in any one high school athletic activity not listed above, \$100 for any second high school athletic activity and \$75 for each additional high school athletic activity.

**HIGH SCHOOL FINE ARTS ACTIVITY FEES**

A season fee of \$100 will be assessed each student participating in any one high school fine arts activity not listed above, \$75 for any second fine arts activity and \$50 for each additional fine arts activity.

**MIDDLE SCHOOL ATHLETIC AND FINE ARTS FEES**

A season fee of \$100 will be assessed each student participating in any middle school athletic or fine arts activity, \$75 for any second athletic or fine arts activity and \$50 for each additional middle school athletic or fine arts activity.

Middle School students participating at the high school level of varsity or junior varsity for the entire activity season will be assessed at the high school rate at the corresponding fee level.

Middle School students participating in an activity who are moved up to junior varsity or varsity level will be assessed the difference between middle school and high school fees at the corresponding fee level.

Family Maximum Out-of-Pocket \$750.00.

**SPECIAL ACTIVITIES**

Football	B/G Hockey	Musical
----------	------------	---------

**ATHLETIC ACTIVITIES  
HIGH SCHOOL AND MIDDLE SCHOOL**

Baseball	Gymnastics	B/G Track
B/G Basketball	B/G Soccer	Volleyball
Cheerleading	Softball	Wrestling
B/G Cross Country	B/G Swimming	
B/G Golf	B/G Tennis	

**FINE ARTS ACTIVITIES  
HIGH SCHOOL AND MIDDLE SCHOOL**

Chamber Singers	Knowledge Bowl	Speech
FFA	Math League	Three-Act Play
FACS	Mock Trial	
Jazz Band	One-Act Play	

**SEASON PASSES**

Family Pass	\$175.00
Individual Pass	\$100.00
Student Pass	\$25.00
Middle/High School Activity Participants	Free

\*If a student pays an activity fee and does not end up going out for the activity, the activity fee will be refunded minus the \$25.00 for a student season pass.

No assessment is to be made for students who provide documentation of qualification for free lunch under Federal guidelines; students qualifying for reduced lunch will be assessed at a rate of 50%.

Adopted: June 14, 1983  
 Revised: August 13, 1991  
 Revised: March 28, 1995  
 Revised: October 8, 1996  
 Revised: May 12, 1998  
 Revised: June 22, 1999  
 Revised: August 12, 2003  
 Revised: March 23, 2004  
 Revised: April 11, 2006  
 Revised: May 11, 2010