

“Home of the Panthers”



2020-2021

Extracurricular Student Handbook

**Burke Central Schools
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**Rick Lindblad, Superintendent-Principal
Julie Kreklau, Athletic Director**

This Handbook Belongs To:

Name: _____

Address: _____

City/Zip Code: _____

Phone: _____

“It’s an Honor to Be an Panther!”

Dear Burke Central Student:

The chance to participate in activities is available to all students at Burke Central Schools. This privilege and honor carries with it a responsibility to the community, school, faculty, and student body. Whenever a Burke Central student competes, he/she is representing the Burke Central community and that responsibility must be taken seriously.

In order that the standards and ideals of Burke Central School District will be upheld and enforced consistently, the following rules have been established by the Athletic, with input from the administration, coaches and advisors, and have been approved by the Burke Central Board of Education. These rules must be familiar to all teachers, coaches, students, and parents involved in the activities programs at Burke Central School District.

These rules will remain in force throughout your career in Burke Central. It is your responsibility to be familiar with all rules and regulations. “I didn’t know” is not an acceptable excuse for violating a rule. If there are changes to the rules from year to year, you will be notified of those changes. It is suggested that you keep these rules in a place where you can refer to them from time to time.

It is not required that you agree with all of these rules, but, by participating in Burke Central activities, you agree to follow these rules.

Good luck in all of your activities. With everyone working together and following the same rules, your experiences in extracurricular activities at Burke Central Schools will be memorable and rewarding.

Burke Central Schools
Extracurricular Staff

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Extracurricular Handbook for Students

1. **NDHSAA.** Burke Central School is a member in good standing of the North Dakota High School Activities Association (NDHSAA). The rules of the NDHSAA will be strictly enforced.
2. **ATTENDANCE.** Students are expected to be in school the day of and the day after scheduled events (if they are school days). This includes practices, athletic events, music concerts, etc. The only exception to this would be obtaining approval from the principal prior to the absence. Failure to do so may result in a suspension from the next scheduled contest. If they are not in attendance and they play the game, the game is forfeited.
3. **APPEARANCE.** On contest/game days, students will dress and groom in a manner that will reflect positively on the school, community, and themselves and be appropriate for the weather.
4. **SPORTSMANSHIP.** Students will accept the decisions of game officials. Questions about officiating decisions should be brought up in the proper manner, either by the coach or the designated captains.
 - Students who display poor sportsmanship will be subject to discipline by their coach.
 - The principal and/or Athletic Director/Assistant Athletic Director will become involved if warranted.
5. **BEHAVIOR.** Since extracurricular participants are the center of attention among their peers and younger people, they must be a positive example. Any actions showing disrespect to adults (this includes all members of our school system) or school property, or in any way downgrading our school or image will be subject to discipline by the Principal/ Athletic Director/Assistant Athletic Director or the coaches and advisors. Students will not use profanity. Students who consistently violate these expectations will be withheld from competition.
6. **24 HOUR RULE FOR PARENT COMPLAINTS/CONCERNS.** Do not call or contact the coaching staff on game day or within 24 hours after the completion of the competition. Coaches and advisors have a great number of tasks to prepare and complete before and after events. After the 24 hour waiting period, if there is still a question, concern, or complaint, please contact the Athletic Director/Supervisor to discuss the matter or to arrange for a meeting with the athletic director/supervisor, coach, and parent. The meeting shall take place at the school. The athletic director/supervisor may request that the complaint be reduced to writing. There are some topics that will not be discussed – other players’ abilities, positions played, and strategies. Playing time is off limits; however, the discussion may lead into that topic. If an agreement is not reached by the conclusion of the above meeting, the parent(s) may meet with the superintendent within 5 days of the first meeting. Failure to comply with this policy may result in the suspension of the player or parent for participation/attendance at future activities. Anonymous complaints provide no avenue for response or redress of the complaint and, therefore, will not be addressed.
7. **PROPERTY.** Students will respect the property of others. Any student stealing or damaging property in school or on road trips may be immediately suspended from the team/activity for the remainder of the season. This is also in effect when stops are made while traveling, such as “fast food” eating-places. The coaches will be particularly careful to check locker rooms after all games.

8. EQUIPMENT. Students could be financially responsible for all equipment, uniforms, etc. checked out to them during the season.

9. SUSPENSIONS. Students will be allowed to practice while under suspension for violations of rules, (including school rules and NDHSAA rules), at the discretion of the coaches or activities director. Students under suspension due to rules violations may not leave school early to attend events. Students suspended from school will not practice and will not participate in a contest under any circumstances. Academically ineligible students may not be allowed to practice at the discretion of the principal/Athletic Director/Assistant Athletic Director after consultation with the coaches.

10. ALCOHOL/TOBACCO/DRUGS. Burke Central Schools' athletics are subject to the Burke Central School Board Policy relative to the use of Alcohol, Tobacco, and Other Drugs.

Consequences for violations of Burke Central School Board Policy:

- a. **1st Offense:** Six (6) week suspension, from the time of notification, for all extra-curricular activities.
- b. **Addition Offenses:** Eighteen (18) week suspension from all extra-curricular activities for each additional offense.
- c. **Summer Offenses:** If a drug/alcohol/tobacco offense occurs during the summer months, when school is not in session, the offending student will be declared ineligible for the first 2 contests for each athletic season for which the student is participating in throughout the school year. Summer infractions will not count towards a student's NDHSAA violations when determining infractions during the school year.
- d. **Guilt by Association:** If a student goes where there is tobacco, alcohol, or illegal drugs being illegally used, the student can lose eligibility for three (3) weeks for the 1st offense, six (6) weeks for the 2nd offense, and eighteen (18) weeks for the 3rd offense.
 - If a student has been suspended and full suspension has not been served during the current school year, the remaining suspension time will be extended to the next school year and will begin at the start of his/her first practice season or at the beginning of the school year.
 - Students under suspension may not be recognized in any way as a representative of BCS in a public venue. This would include all academic, athletic, and co-curricular activities and clubs. Students under suspension may not travel with a team or organization, sit/stand on the same side line as the team during a game or run for any office in any BCS organization. Students will have any captaincy stripped if the suspension occurs during any part of the season and will be denied any post season athletic or organizational awards voted on by team/organization members or coaches/advisors.

11. HAZING. Hazing occurs when an act is committed against a student, or a student is coerced into committing an act that creates a substantial risk of either physical or emotional harm to the student

or any third party in order for the student to be initiated into, or affiliated with any school group, club, athletic team, or grade level.

The Burke Central School District urges students to avoid being perpetrators of such acts or a “willing” participant in such behaviors. Depending on the severity of the hazing disciplinary action will be taken at the discretion of the principal.

12. ELIGIBILITY OF STUDENTS. Academic success of students at Burke Central School is extremely important. All students of Burke Central School participating in co-curricular and extra-curricular activities must maintain the academic standards for eligibility established by district and abide by the rules established by the North Dakota High Activities Association.

- a. Grades will be figured for the purpose of determining eligibility per the NDHSAA guidelines through each nine week period, cumulatively. At the beginning of the first nine week period the classroom instructor will figure grades on a cumulative basis. On every Friday the instructors will turn in a report stating who is ineligible. Students enrolled in North Dakota Center for Distance Ed (NDCDE) or Acellus courses will be given pacing schedules in which to follow. If a student enrolled in these types of courses is behind established pacing, he or she could be subject to ineligibility as deemed by administration. Ineligibility goes from 3:30 Monday to 3:30 the next Monday. At the beginning of each new nine week period the student’s grade FOR ELIGIBILITY PURPOSES ONLY will effectively start at the conclusion of 10 school calendar days. At the conclusion of the school year, a student’s grade will be figured cumulatively for the WHOLE YEAR for the basis of determining the student’s final grade. Students who are ineligible in one class will be allowed to practice but not allowed to travel to away events. Students ineligible in two or more classes will not be allowed to practice or travel to away events.

- a. **SEMESTER REQUIREMENTS** - A student at Burke Central School must have passed all classes the previous semester to be eligible the beginning of the next semester. Any students not passing all classes the previous semester will be in eligible for four (4) weeks.

Summer school will count towards the previous semester’s credit count. For example if a student fails a class during the spring semester they can regain a credit by taking a full session of summer school.

- b. **NINE (9) WEEK REQUIREMENTS** - At Burke Central High School passing grades will also be computed at the end of each nine (9) week grading period. Any student not passing all classes at the end of a nine (9) week grading period will be ineligible for two (2) weeks. Students who have special permission to be enrolled in less than six (6) classes per week must have their eligibility approved by the principal.

Students who have more than ten (10) absences in any given class for a semester will be deemed to be failing that class until those hours are made up and the amount is at ten (10) absences or less. Students will only be allowed to make up ten (10) hours per class for a semester. Classes deemed failing due to excessive absences will count towards the student’s eligibility.

c. ADDITIONAL MIDDLE SCHOOL ACTIVITIES RULES

Students failing any class will be ineligible to compete in any activity sanctioned by the NDHSAA as well as other Burke Central Middle School activities. Incompletes are considered zero's for the purpose of eligibility. A listing of ineligible students is generated each week and distributed to teachers and coaches.

Any middle school student participating at the varsity level must be eligible in all classes to compete (NDHSAA).

Middle school students may participate at the middle and high school level as long as it does not interfere with regular school attendance. If participation means missing several days per week the student and coach will have to determine at which level the student will participate and forego participation at the middle or high school level.

Students who were ineligible in the preceding semester are ineligible for four (4) weeks in the subsequent semester. Fall sports will refer to the previous semester for eligibility. Fall sports will have their four (4) weeks begin starting from the sport's start date of practice. Infractions from first semester will begin enforcement from the day after first semester ends. This includes time spent over winter break.

13. RESPONSIBILITY. At the end of each practice or contest, it is the responsibility of each student to help clean up the locker room and practice area and return all equipment to the proper places. Do not leave valuables (money, watches, etc...) unattended in locker rooms. You should purchase a combination lock or procure one from the school. The school is not responsible for lost or stolen personal items. Students must also make sure that locker rooms at other schools are left clean.

14. PARTICIPATION:

Grades 7-8: Coaches in grades 7 and 8 are to place participation of all students above all other considerations in their contests. It is fun to win, but at the 7th and 8th grade level, it is the philosophy of the Burke Central Board of Education and the Athletic Department that each child should have a chance to participate and that participation is more important than winning.

At Middle School tournaments, the coaches should use their discretion as to who plays and how much they play. If the decision is made that winning in the tournament is the number one priority, then the coaches should discuss this with the team members so they are aware of the decision in advance. *There will be NO practices scheduled for Middle School teams on Wednesdays.*

Grades 9-12: Students in activities at these levels are there to be part of the "JV" squads and/or varsity programs. The players at these levels have worked hard in their training, and will have a much more competitive level of participation. Students **are not** guaranteed playing time. Students at this level must realize that they are contributing to the total team effort. By their continuing hard work in practice ensures they are making themselves and their teammates better. Every successful team has players with various roles to play, and each role is important to the team.

15. TRANSPORTATION. All participants are expected to ride the bus to and from the contests. Any “skipping” of the bus will result in disciplinary action taken by the coach, Athletic Director/Assistant Athletic Director, and/or Principal. Any exception to this rule must be approved by the Principal or Athletic Director prior to the contest.

Participating student/athletes may never drive to out of town school activities in which they are participating.

16. RELEASE TO PARENT POLICY. Students will be released only to their parents after school-sponsored activities, which require busing. Except under the most unusual of situations, the students are expected to remain at the event until all Burke Central participants are done competing.

Parents must be present and make verbal and written contact with the head coach or advisor of the activity involved. Parents who wish to have their student ride home with another responsible adult, must receive permission in writing from the Principal. Under no circumstance will students be released to other students.

17. QUITTING. Any player/participant, of course, has the right to quit an activity if they desire. However, the student must realize that once they quit an activity, they will not be reinstated except under unusual circumstances. Once the decision to quit is made, that decision is final. The decision to quit should not be an emotional, spur of the moment decision, but should be a decision that is carefully thought through.

18. COACHES PREROGATIVE. These rules and regulations are minimum standards that all students must agree to follow in order to participate in Burke Central activities. Other reasonable rules may be added by each coach/advisor. For other rules governing student behavior, please see the student handbook.

19. SAVING CLAUSE. It is impossible to establish a written policy for every possible situation that may arise. The administration, activities director, and coaching staff will have final say regarding possible situations that arise that do not have rules established in a written policy.

20. ATHLETIC LETTER AWARDS.

The objective of a letter award in recognition of an achievement that has been accomplished through effort and sacrifice. One who receives a letter award is recognized as superior in some area of activities.

- a. An athlete earning a letter any time will receive an athletic award to be presented at the sport’s banquet.
- b. Seniors who earn a letter or letters will receive an athletic plaque at their individual banquet.
- c. A participant who, in season, becomes ineligible to compete because of an infraction of either NDHSAA rules or Burke Central School rules and policies shall forfeit their letter eligibility for the sport for that season. However, if a student finishes the season, they will still be granted the ability to letter.

21. GENERAL REQUIREMENTS FOR LETTERING.

All letter winners must meet the following general requirements in addition to the requirements for each individual activity.

- a. The participant must be in good standing with the Athletic Department and the Administration.
- b. The participant must assume individual responsibility to attend all practice sessions unless excused ahead of time by the coach or advisor.
- c. Any participant injured during a season may win a letter by the discretion of the coach or advisor. Such a participant would be expected to continue to attend all practices and games and exhibit an attitude and spirit that is considered beneficial to the team.
- d. A participant who is a senior and has participated the entire season and shown dedication to the varsity team may letter at the discretion of the head coach.
- e. Participant must be a student in grades 7–12.

22. LETTERING REQUIREMENTS FOR INDIVIDUAL SPORTS.

In addition to the general requirements for lettering, letter winners must also meet the following criteria for each individual activity:

- a. **Basketball (Boys and Girls)**
 - The player must dress and participate in a varsity game.
 - Discretion of the coach.
- b. **Cross Country (Boys and Girls)**
 - Place in a varsity meet.
 - Discretion of the coach.
- c. **Football**
 - The player must have played in a varsity football game.
 - Discretion of the coach.
- d. **Track (Boys and Girls)**The individual must meet one (1) of the following criteria:
 - The individual must place in a varsity meet during the season.
 - The individual scores at the regional meet.
 - Discretion of the coach.
- e. **Volleyball**
 - The player must play at least 1/3 of the varsity games.
 - Discretion of the coach.
- f. **Wrestling**
 - The wrestler must score a minimum of six (6) points throughout the season.
 - Discretion of the coach.
- g. **Student Managers and Statisticians**
 - May earn a letter at the discretion of the coach.
- d. **Band and Choir**

- A student will earn a letter in band and/or choir by participation in a minimum of two (2) events. Those include but are not limited to: concerts, pep band, performing tour, region and state festivals. If a student has prepared for an event but for circumstances beyond the student's control could not participate, credit may be allowed for one (1) event at the coach's discretion.
- e. Speech-Drama**
- Participation in at least two (2) speech events and a regional competition.

23. PARKING

Unfortunately, vandalism does occur in our parking lot(s) when athletes are away for extended periods of time. Athletes may want to consider parking elsewhere for out of town competitions. The Burke Central Public Schools cannot be responsible for vandalism to students' vehicles.

24. STATE TOURNAMENTS-LEAVING AFTER TEAM HAS COMPLETED COMPETITION

Teams participating at the state tournament level will leave the day their participation is complete. Participants from Burke Central who wish to stay will be released to their parents upon verbal and written notification.

Burke Central Public School District #1

Athletic Department

P.O. Box 91

Lignite ND 58763

Phone (701) 933-2821 - Fax (701) 701-2823

Students and Parent Sign-off Form

Students and Parents:

This page must be signed and be on file with the Athletic Director before the student will be allowed to participate in any extracurricular event at Burke Central High School. You will not be given a new handbook each year. You will be informed of any changes made from year to year.

STUDENT SIGNATURE:

I have read the attached student handbook for extracurricular activities and have reviewed it with my parent(s) or guardian. I understand that participating in extracurricular activities is a privilege and I agree to abide by the rules and regulations in the handbook.

Print Name: _____

Signature: _____ Date: _____

PARENT SIGNATURE:

I have read the attached student handbook for extracurricular activities and have reviewed it with my son or daughter. I understand that participating in extracurricular activities is a privilege and I agree that my son or daughter must abide by the rules and regulations in the handbook to participate in extracurricular activities.

Print Name: _____

Signature: _____ Date: _____

(Detach and return this sheet to the high school office)