

Bronaugh R-VII Schools  
Athletics and Activities  
Handbook



2023-2024

“Wildcat Country”

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# BRONAUGH ATHLETICS AND ACTIVITIES

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## Philosophy

Interscholastic athletics and activities sponsored by Bronaugh R-VII School District are intended to supplement the secondary curricular program. These programs can provide the student with educational experiences that contribute to the development of good citizenship. This can be accomplished only when emphasis is placed upon “teaching through school activities”. Interscholastic activities can be justified only when this is their primary philosophy and purpose.

However, it is in the best interest of the student/athlete, school and community for administrators and coaches/sponsors to help students understand the importance of competing at a high level, hard work and dedication, as well as, winning. This is not to say that winning is the only thing important to our programs, but having successful programs will lead to school pride, development of tradition and an overall better attitude of the student body. We are not serving the needs of our students if we do not develop a total program that stresses the importance of academic and athletic success.

Clubs, organizations and other activities are part of the overall educational program. A well-rounded education means not only one that is academically oriented, but one that also includes physical, social and emotional development that promotes teamwork, hard-work, accountability and success.

# Coaches and Director

<b><u>Band</u></b>	<b><u>Knowledge Bowl</u></b>	<b><u>JH/HS Cheer</u></b>
Director Lauren Meier	Director	Head Coach Monica Linn
<b><u>Speech and Debate</u></b>	<b><u>HS Basketball (Boys)</u></b>	<b><u>JH/HS Football</u></b>
Director Lauren Meier	Head Coach	Co-op with Liberal
<b><u>Vocal Music</u></b>	Assistant	<b><u>HS Softball</u></b>
Director Lauren Meier	<b><u>JH Basketball (Boys)</u></b>	Co-op with Liberal
<b><u>Archery</u></b>	Head Coach	<b><u>JH/HS Track and Field</u></b>
Head Coach Brandi Whitworth	<b><u>HS Basketball (Girls)</u></b>	Head Coach Josey Martin
Assistant Amanda Dickey	Head Coach Monica Linn	<b><u>HS Volleyball</u></b>
<b><u>HS Baseball</u></b>	Assistant	Head Coach Austin Gripka
Head Coach	<b><u>JH Basketball (Girls)</u></b>	Assistant
Assistant	Head Coach Monica Linn	<b><u>JH Volleyball</u></b>
		Head Coach Austin Gripka
		Assistant Monica Linn

## **School and MSHSAA Regulations for All Activities**

### **Academic Policy**

In addition to the MSHSAA Eligibility Standards, High School and Middle School students at Bronaugh R-VII, participating in MSHSAA sanctioned activities must meet the following requirements:

The principal will complete weekly grade checks on Friday afternoons. If a student has a D or F in a class then they will be put on probation for the next week. If the following Friday the probation student still has a D or F in the same class then they will be deemed ineligible for the next week.

During Probation Week:

- Students are required to go get tutoring/additional help in the class they have a D/F in during Champion Time on both Tuesday and Thursday.
- Students are eligible to participate in all extracurricular activities.

During Ineligibility Week:

- Students are required to go get tutoring/additional help in the class they have a D/F in during Champion Time on both Tuesday and Thursday.
- Students are eligible to participate in all practices of extracurricular activities.
- Students are ineligible to participate in all competitions of extracurricular activities.
  - Students aren't allowed to travel with their team to away sporting events.
  - Students aren't allowed to attend home sporting events and school dances.

Every Friday that a student has no D's or F's on their grade check the student will have a clean slate for the next week.

### **Athletic/Activity Stipends**

A stipend has been assigned to each athletic/activity team. All activity stipends are a flat rate.

### **Attendance**

The MSHSAA states students must attend school for at least 50% of the school day on the date of a scheduled athletic event and/or an activity in order to be eligible to participate (this includes practices), except in cases where permission from both the parent and administration has been granted. For activities that fall on Saturdays or holidays, the above rule shall apply to the nearest previous day regarding eligibility.

Bronaugh student-athletes will be required to attend school for the entire day of an athletic contest. This includes champion time. Students must have a doctor's note in order to be able to practice and/or play when missing any class time and/or homeroom class during the school day. Students and athletes will be required to abide by the 50% rule on practice dates.

### **Bus Requests/Student Transportation**

We will be using the Google Form located on the school website for all trip requests. The request must be placed a minimum of 2 weeks in advance of the trip. Once the trip has been submitted, the athletic director will receive an email to approve the trip. The athletic director will approve the trip as long as the request has been submitted 2 weeks prior to the trip. Once the request has been approved, the principal will schedule transportation. If the head coach is unsure of leave and return times, place an estimated time when submitting the request.

Coaches, directors and teachers are not allowed to transport students in their personal vehicles. Coaches, directors, and teachers must have a valid driver's license on file with the district office to transport students in the school vans. Coaches, directors, and teachers are expected to drive the school vans to away events when needed.

Students must travel to and from away activities in transportation provided by the Bronaugh School District. If it is necessary to ride with the parent, the parent or guardian must be present at the event and must tell the sponsor personally, as well as, sign their name to a school form stating they are taking responsibility for the student's transportation. Students may not be transported by anyone other than their parent(s) and/or legal guardian.

### **Golden Valley Vernon County Conference**

Bronaugh is a proud member of the Golden Valley Vernon County Conference.

The conference consists of 8 schools located in Western Missouri.

Ballard – Bulldogs – Red & Black  
Bronaugh – Wildcats – Kelly Green & White  
Chilhowee – Indians – Red & Black  
Hume – Hornets – Red & White  
Miami R-1 – Eagles – Green & White  
Montrose – Blue Jays – Blue & White  
Northeast Vernon County – Knights – Black and Silver  
Sheldon – Panthers – Red, Black, & White

**Citizenship Policy**

All student-athletes are expected to properly represent the Bronaugh School District in a proper manner. To help ensure that our student/athletes abide by all guidelines set, we have a citizenship policy that each student/athlete and their parent(s) will sign. A chart dealing with offenses and punishments is listed below. The entire policy is included in the handbook.

Infraction	1 <sup>st</sup> offense	2 <sup>nd</sup> offense	3 <sup>rd</sup> offense	4 <sup>th</sup> offense
Alcohol (use, possession, under the influence, and/or distribution)	Suspension from two contest weeks	Suspension from contests for 90 school calendar days*	Suspension from contests for 180 school calendar days	Permanent Restriction
Drug (use, possession, under the influence, and/or distribution)	Suspension from all activities and athletics for 9 weeks	Suspension from all activities and athletics for 52 weeks	Permanent Restriction	
Tobacco/Vaping (use, possession, and/or distribution)	Suspension from one contest week	Suspension from contests for 30 school calendar days	Suspension from contests for 90 school calendar days	Permanent Restriction
In-school suspension and/or Out-of-school suspension	The student will be ineligible to participate in any practice and/or contest while serving in-school suspension and/or out-of-school suspension.			
Violations of Law (felony)**	For all infractions: Suspension from participation for an alleged violation. Reinstatement upon acquittal. Permanent restriction upon conviction.			
Violations of Law (misdemeanor)**	For all infractions: Students may be suspended from participation at the direction of the review committee comprised of the Principal, Athletic Director, Coach, and/or Sponsor.			

\*This can be reduced to 45 days if the student undergoes five hours of drug/alcohol counseling or rehabilitation at parent expense.

\*\*The student is expected to immediately report any violation of law to the Athletic Director.

**Coaches Evaluation**

All coaches will be evaluated on a yearly basis. Head high school coaches will evaluate all members of their coaching staff. The athletic director will go over those evaluations and determine whether a change needs to be made. The head coach of each sport will be evaluated by the athletic director. It is important to remember that there are many different facets that each coach will be evaluated on. A copy of the evaluation is enclosed in the handbook. Head high school coaches are responsible for making copies of the evaluation form to use for their coaching staff. The head high school coach's evaluation form will be filled out by the athletic director. The athletic director will then set up a meeting to complete the form and discuss the coaching staff.

**Contact Days**

The MSHSAA requires that coaches and sponsors of athletic teams and activity sponsors/coaches have only 20 days of contact with students and student/athletes during



the summer. Summer begins the first day school is out and ends the first day of practice for fall sports. The end-day for all other sports is the first day of the school year. The rule states that the 20 contact days are per sport/activity and per gender. If a coach/sponsor goes over the 20 day limit, the coach/sponsor will be suspended for the same number of regular season games that were exceeded. It is the coach's responsibility to keep track of the number of contact days that they have with each student and student/athlete. Coaches and directors are required to turn in a sheet documenting the contact dates and length of contact for each sport.

### **Dead Period**

The MSHSAA requires all sanctioned schools to set a "Dead Period" during the summer. The "Dead Period" must begin on a Saturday and end on a Sunday and must be for 9 consecutive days. The MSHSAA also requires that separate "Dead Periods" be set for athletics and activities. The Dead Period for 2024 is listed below.

Athletic Dead Period: Saturday, August 3rd thru August 11th of 2024

Activity Dead Period: Saturday, August 3rd thru August 11th of 2024

There can be no contact with any junior high and/or high school athlete and/or participants during the "Dead Period".

### **Drug Testing Policy**

The Board recognizes the importance of protecting the health and safety of students from the use of illegal drugs, performance-enhancing drugs and alcohol. The purpose of this policy is to help prevent substance abuse among students, to encourage treatment for students with substance abuse problems and to ensure that students have the opportunity to attend school and participate in activities in a fair, safe and healthy environment.

The superintendent or designee is directed to adopt procedures to carry out the intent of this policy and may contact the district's attorney for assistance in applying this policy. The district will use a laboratory certified by the U.S. Department of Health and Human Services.

### **Random Drug Testing**

Participation in extracurricular activities is a privilege and carries with it the responsibility to adhere to high standards of conduct, including refraining from the use of illegal drugs, performance-enhancing drugs and alcohol. To assist students in making healthy and safe choices, the district will conduct random drug testing of students in grades 9-12 as a condition of participation in covered activities. Covered activities are activities regulated by the Missouri State High School Activities Association (MSHSAA), excluding all activities in which students receive an academic grade for participation. District employees shall not have the authority to waive the testing of any

student selected using the random selection process.

Students who test positive through this random testing program will be excluded from participation in covered extracurricular activities as follows:

**First Offense** – Exclusion from all covered activities for a minimum of 30 participation days and must pass a drug test administered by the district prior to participating in covered activities again.

**Second Offense** – Exclusion from all covered activities for a minimum of 90 participation days and must pass a drug test administered by the district prior to participating in covered activities again.

**Third Offense** – Excluded from all covered activities for the rest of the student’s enrollment in the district.

For the purposes of this policy, a “participation day” is each day that the extracurricular group meets, regardless of whether that meeting is a practice, a group meeting or an event.

The consequences may be reduced if the student participates in drug or alcohol counseling and additional testing in accordance with procedures developed by the superintendent or designee. A positive test through this random testing program will not result in suspension from school or academic sanctions. The district will not report results to law enforcement.

Drug testing forms must be turned in by Friday August 30, 2024 at 3:00 p.m.

### **Electronic Communications between Coaches and Players**

Bronaugh R-VII School District coaches and directors should not communicate electronically with students/athletes individually. The only forms of communication with students/athletes in electronic form should be through the use of apps such as Remind and Flock and/or a group email. Never communicate with an individual student/athlete via social media, texting, or phone call without including a parent. Never meet with students/players individually. Always have an assistant coach/director present when discussing any topic with a student/athlete.

### **Emergency Plan of Action**

Each head coach is required to develop an Emergency Plan of Action in the case of a medical emergency. Make sure each member of the coaching staff has a responsibility dealing with the other players, the injured player, contact of emergency personnel and/or contact of the student/athletes parent/guardian. Please include this plan

of action in your playbooks and/or program guidelines. Head coaches should always make the athletic director aware of any serious injuries.

Head Coaches must have an Emergency Plan of Action turned in to the Athletic Director by August 30th, 2024.

### **Equipment**

Students are to use school issued equipment when competing in any athletic contest in which a school sponsored team is competing. Do not allow students to use their own equipment. If we need to purchase equipment, please let the athletic director's office know and we will try our best to purchase whatever equipment is needed. If a parent and/or community member wishes to donate equipment and have their student wear/use the equipment, check with the athletic director's office before saying yes. The parent must understand that the equipment will become the property of the Bronaugh School District and it will not be returned to them.

Make sure all equipment is returned in a timely fashion. Student's names that do not turn in equipment should be given to the athletic director's office. A letter will be sent to the student's home requesting the equipment and the cost for each piece of equipment if it is not returned by the stated date.

It is imperative that all equipment be returned. We will not purchase new equipment due to lack of organization on the coaches' part. Students will turn equipment in or they will pay for it. This is the only way we can afford to purchase replacement pieces of equipment.

Coaches will be responsible for keeping inventory of equipment and uniforms for their sport. Coaches will update the inventory sheet at the conclusion of their season.

### **Equipment Orders**

The head high school coach is responsible for ordering equipment for their program. This includes the junior high programs. Head high school coaches should discuss the needs of the junior high program with the junior high coaches. The head high school coach will then turn in requests to the athletic director's office. It is important that coaches understand the difference between needs and wants. Specific needs will be taken care of first then wants. When there is a problem with the request, the athletic director will communicate with the head high school coach.

Equipment requests for the following year need to be turned in by February 28, 2025. This will allow for an adequate amount of time for the review of the requests and ordering of equipment.

Do not order equipment without an approved purchase order. The Athletic Directors office will fill out a purchase order request. Once the purchase order is approved by all parties, the order can be placed. All purchases must be approved by the athletics director and principal.

### **Expectations of Coaches**

We are beginning a new year of Bronaugh Athletics, one that we know will be successful and exciting. In order for our programs to develop, we must understand that we are one coaching staff not separate coaching staffs. We must work together to provide our student-athletes the best possible programs we can offer. It is not enough just to participate. We must make our student/athletes understand what hard work, determination; pride and competitiveness mean and instill these qualities each day we are with them. One of the best ways to accomplish this goal is to model the characteristics in our home, work and spiritual lives.

It is important that all coaches understand that no coach is more important than any other coach. We need to remember that we are all trying to accomplish the same goal. This means that all opinions are important and will be listened to. Each of you will be asked to do some things that you might not have been asked to do before. Keep in mind that each of these items has a specific purpose and is meant to benefit our student/athletes. Below are listed expectations for all staff members.

1. Relationships
  - a. Players
    - i. Know your players well. Develop a relationship with them.
    - ii. Don't be afraid to ask a student/athlete what is going on in their lives.
    - iii. Use student/athletes first names.
    - iv. Use the words team, unity, care, love as much as possible.
    - v. Make sure your student-athletes know why they are not playing.
    - vi. Always communicate with them. Make sure they understand what you are talking about and what you are teaching them.
    - vii. Fight for your players.
    - viii. We will treat all student athletes the same but coach them differently.
  - b. Fellow Coaches
    - i. Don't coach other coaches' players.
    - ii. If you have a problem with another coach, deal with the issue behind closed doors.
    - iii. Do not argue in front of players.
    - iv. Communicate with each other at all times. If you have an idea, share it. If someone gives you an idea, listen.

- v. Be loyal to each other. Do not talk negatively about another coach.
- c. Head Coach
  - i. Be loyal. If you have a problem with the head coach, talk to the head coach. They should be completely honest.
  - ii. The head coach will make the final decision dealing with their program. The head coach should ask for opinions and listen to them prior to making a decision.
  - iii. If assistant coaches do not agree with a decision they must support it.
  - iv. The head coach should always support assistant coaches to parents and community members. If the head coach has a problem with an assistant coach, the head coach should talk to the assistant coach and no one else.
  - v. Assistant coaches should let the head coach know about any problems, injuries and/or positive things.
  - vi. The head coach should never embarrass an assistant coach.
  - vii. If you don't know or understand, ask.
  - viii. You are a coach, so coach. It is your job
- d. Parents
  - i. Never talk to an upset parent over the phone or after a game
  - ii. Have them make an appointment with the head coach and/or the athletic director.
  - iii. Be honest with parents. Answer them straightforwardly. Don't beat around the bush.
  - iv. Be confident and never apologize for being right.
  - v. Remember, you don't answer to parents; you answer to the head coach and athletics director.

## 2. Practice

- a. Have practice everyday school is in session unless approved by the head coach and athletic director.
- b. Be at practice everyday. There is no excuse for missing practice.
- c. Use practice schedules. Practice schedules should always be provided by the head coach.
- d. Be organized and move quickly through drills.
- e. Try not to stay in one drill for extended periods of time.
- f. Do not waste time. Make every drill constructive. It is not about how long you practice but how well time in practice is used.
- g. Work on every facet of the game every day.
- h. Have fun and make sure the players are having a good time.
- i. Be positive as much as possible.
- j. Be prepared every day.

## 3. Knowledge

- a. Understand and know the following: how to coach your sport/position, what to teach the players, how the scheme works, why you are doing what you are doing.
  - b. It is your job to put your student/athletes in the best possible position to be successful.
  - c. If you don't understand something, ask.
  - d. Share your ideas. Almost all ideas are worth listening to.
  - e. Junior high programs will implement the schemes, techniques and philosophies used by the high school program.
  - f. Do not divert from this unless approved by the head coach.
4. Games
- a. Make sure that everything that can be done to win has been done.
  - b. Have a game plan. Know what you want to do.
  - c. Take advantage of what the opponent gives you.
  - d. Coach aggressively. Be willing to take some chances.
  - e. Take care of your responsibilities during the game. Don't do someone else's job. That means that someone else isn't doing their own job.
5. Discipline
- a. All discipline issues will go through the head coach. Do not make a decision without consulting the head coach first.
  - b. Be consistent
  - c. Be fair
  - d. Be honest and upfront
  - e. Communicate when, why, where and what when it comes to discipline.
  - f. We will have high expectations when it comes to behavior and conduct. Make sure our student-athletes meet them.
  - g. Every situation is different so find out what the facts are prior to making a decision on discipline.
6. Personal Life
- a. Do not ever embarrass our program, coaching staff, school and/or community.
  - b. Be an example for our student/athletes to follow.
  - c. Be a great teacher in the classroom.
  - d. Make sure you have your priorities right.
  - e. Don't ever put yourself in an indefensible position.
7. Equipment
- a. Make sure all equipment is taken care of.
  - b. Get equipment turned in ASAP if a player quits or is dismissed from the team.
  - c. Keep a record of everything that has been checked out.
  - d. All equipment will be counted at the end of the season.
  - e. Make student-athletes pay for what they do not turn in.
  - f. Keep the locker rooms clean.
8. General

- a. Always be on time.
- b. Work hard.

### **Facility Usage**

All use of school facilities for activities need to be cleared through the principal's office. Dates for activities will be placed on the school calendar on a first come first serve basis. School events will come before all other events. Outside entities must fill out a Facility Use Request Form. This form will be made available through the principal's office.

### **Harassment and Discrimination**

The Bronaugh R-VII School District Board of Education is committed to maintaining a workplace and educational environment that is free from illegal discrimination, harassment and retaliation in admission or access to, or treatment or employment in, its programs, services, activities and facilities. In accordance with law, the district strictly prohibits discrimination and harassment against employees, students or others on the basis of race, color, religion, sex, national origin, ancestry, disability, age, genetic information or any other characteristic protected by law. The Bronaugh R-VII School District is an equal opportunity employer.

The board also prohibits:

1. Retaliatory actions including, but not limited to, acts of intimidation, threats, coercion or discrimination against those who:
  - a. Make complaints of illegal discrimination or harassment.
  - b. Report illegal discrimination or harassment.
  - c. Participate in an investigation, formal proceeding or informal resolution, whether conducted internally or outside the district, concerning illegal discrimination or harassment.
2. Aiding, abetting, inciting, compelling or coercing illegal discrimination, harassment or retaliatory actions.
3. Discrimination, harassment or retaliation against any person because of such person's association with a person protected from discrimination or harassment in accordance with this policy and law.

As used in this policy, "discrimination, harassment or retaliation" has the same meaning as "illegal discrimination, harassment or retaliation" and is limited to acts prohibited by law. All employees, students and visitors must immediately report to the district for investigation any incident or behavior that could constitute discrimination, harassment or retaliation in accordance with this policy. If a student alleges sexual

misconduct on the part of any district employee to any person employed by the district, that person will immediately report the allegation to the Children's Division (CD) of the Department of Social Services in accordance with state law.

### **Hazing/Sexual Harassment**

Hazing as defined by the MSHSAA states; Hazing is any action or activity which inflicts physical or mental harm or anxiety, or which demeans, degrades or disgraces a person, regardless of location, intent or consent of participants. The Bronaugh School District will not tolerate hazing of any kind. As coaches/sponsors you are required to supervise your students at all times. Communicate with your students the harmful effects of hazing and promote the general well-being of all participants. If hazing occurs, students and coaches will be held accountable. Each situation is different and will be dealt with on a case by case basis.

Sexual Harassment defined by MSHSAA states; Sexual Harassment is a form of gender discrimination that consists of unwelcome verbal, electronic, or physical interaction between two or more people. Harassment can happen between people of the same gender or people of different genders. The Bronaugh School District will not tolerate sexual harassment of any kind. As coaches/sponsors you are required to supervise your students at all times. Communicate with your students the harmful effects of sexual harassment and promote the general well-being of all participants. If sexual harassment occurs, students and coaches will be held accountable. Each situation is different and will be dealt with on a case by case basis.

In order to promote a safe learning environment for all students, the Bronaugh R-VII School District prohibits all forms of hazing.

For purposes of this policy, hazing is defined as any activity, on or off school grounds, that a reasonable person believes would negatively impact the mental or physical health or safety of a student or put the student in a ridiculous, humiliating, stressful or disconcerting position for the purposes of initiation, affiliation, admission, membership or maintenance of membership in any group, class, organization, club or athletic team including, but not limited to, a grade level, student organization or district-sponsored activity.

Hazing may include those actions that subject a student to extreme mental stress including, but not limited to, sleep deprivation, physical confinement, forced conduct that could result in extreme embarrassment or criminal activity, or other stress-inducing activities. Hazing may also include, but is not limited to: acts of physical brutality; whipping; beating; branding; exposing to the elements; forcing inhalation or consumption of any food, liquor, drug, tobacco product, or other substance; or any other forced physical activity that could adversely affect the physical health or safety of an individual.



Hazing can occur even when all students involved are willing participants. Hazing does not occur when a student is required to audition or try out for an organization when the criteria are reasonable, approved by the district and legitimately related to the purpose of the organization.

District staff, coaches, sponsors and volunteers will not permit, condone or tolerate any form of hazing or plan, direct, encourage, assist in, engage in or participate in any activity that involves hazing. District staff will report incidents of hazing to the building principal. The principal shall promptly investigate all complaints of hazing and administer appropriate discipline to all individuals who violate this policy. District staff who violate this policy may be disciplined or terminated.

Students participating in or encouraging inappropriate conduct will be disciplined in accordance with JG-R1. Such discipline may include, but is not limited to, suspension or expulsion from school and removal from participation in activities. The district will report hazing incidents to law enforcement when required by law. Students who have been subjected to hazing are instructed to promptly report such incidents to a school official.

The superintendent will provide for appropriate training designed to assist staff, coaches, sponsors and volunteers in identifying, preventing and responding to incidents of hazing.

The district shall annually inform students, parents/guardians, district staff and volunteers that hazing is prohibited. This notification may occur through the distribution of the written policy, publication in handbooks, presentations at assemblies or verbal instructions by a coach or sponsor at the start of a season or program.

### **Heat Acclimatization Guidelines**

A summary of the 16-Day Acclimatization Period is listed below. MSHSAA rule now states that summer football workouts must follow the same protocol and then again once practice begins.

#### Days 1-5

1. Days 1 through 5 of the acclimatization period consist of the first 5 days of formal practice. During this time, athletes are not allowed to participate in more than 1 practice per day.
2. If a practice is interrupted by inclement weather or heat restrictions, the practice may recommence once conditions are deemed safe. Total practice time should not exceed 3 hours in any 1 day.

3. A 1-hour maximum walk-through is permitted during days 1–5 of the acclimatization period. A 1-hour recovery period is required between the practice and walk-through (or vice versa).

4. During days 1–2 of the acclimatization period, in sports requiring helmets or shoulder pads, a helmet is the only protective equipment permitted (goalies, as in the case of field hockey and related sports, may not wear full protective gear or perform activities that would require protective equipment).

A. Football only: On days 3–5, contact with blocking sleds and tackling dummies may be initiated.

B. Field Hockey: On days 3-5 goalie can wear protective equipment with extended breaks.

C. Full-contact sports: 100% live contact drills may begin no earlier than day 6. Beginning on day 6, all protective equipment may be worn and full contact may begin.

#### Days 6-16

1. Beginning no earlier than day 6 and continuing through day 14, double-practice days must be followed by a single-practice day. On single-practice days, 1 walk-through is permitted, separated from the practice by at least 1 hour of continuous rest. When a double practice day is followed by a rest day, another double practice day is permitted after the rest day.

2. On a double-practice day neither practice may exceed 3 hours in duration nor may student-athletes participate in more than 5 total hours of practice. Warm-up, stretching, cool-down, walk-through, conditioning, and weight-room activities must be included as part of the total practice time. The 2 practices must be separated by at least 3 continuous hours in a cool environment.

3. Because the risk of exertional heat illnesses during the preseason heat-acclimatization period is high, it is recommended that an athletic trainer be on site before, during, and after all practices, but it is not required.

Day	Heat Acclimatization Practice Plan	Sports Equipment/Helmets/Pads
1	One Practice per day (3 hours total) 1 hr. walkthrough after 1 hr. rest	FB-Helmet only; SB & BB catchers equip. allowed
2	One Practice per day (3 hours total) 1 hr. walkthrough after 1 hr. rest	FB-Helmet only; SB & BB catchers equip. allowed
3	One Practice per day (3 hours total) 1 hr. walkthrough after 1 hr. rest	FB-Helmet/Sh. Pads/Blocking Sleds/Tackling Dummies only
4	One Practice per day (3 hours total) 1 hr. walkthrough after 1 hr. rest	FB-Helmet/Sh. Pads/Blocking Sleds/Tackling Dummies only

5	One Practice per day (3 hours total) 1 hr. walkthrough after 1 hr. rest	FB-Helmet/Sh. Pads/Blocking Sleds/Tackling Dummies only
6-16	<ul style="list-style-type: none"> <li>■ Alternate dbl. practice days w/ a single practice day or a rest day.</li> <li>■ Dbl. Practice Day: 3 hour max per practice; 5 hour max total w/ 3 hr. minimum rest between the two practices.</li> <li>■ Single Practice Day: 3 hr. max; 1 hr. walkthrough after 1 hr. rest.</li> <li>■ During the preseason heat acclimatization period, if practice occurs on six consecutive days, participants should have one day of complete rest (no conditioning, walk-throughs or practices). Therefore, 16 days are needed to complete the 14 practice requirement.</li> <li>■ On-site athletic trainer for heat acclimatization period (days 1-16) if possible, but not required.</li> </ul>	FB-All Equipment and full contact

- Baseball and softball catchers may wear protective gear for their safety and by rule, must be allowed extra rest and water breaks during the practice.
- Golf is excluded from the heat acclimatization schedule but must have 14 days of practice completed before competition.
- The preseason scrimmage is a practice and the time spent for this scrimmage counts towards the total hours of practice in a day.

### **WET BULB GLOBE THERMOMETER**

MSHSAA Recommended Use of Wet Bulb Globe Thermometer (WBGT) for Heat and Humidity Monitoring during Activity. The MSHSAA Board of Directors approved the Wet Bulb Globe Thermometer (WBGT) as the recommended measurement practice and device for measuring acceptable heat/humidity levels for practices and contests. The use of WBGT is recommended throughout the calendar year when ambient temperature is above 80 degrees. Due to minimally controlled timing, quality and quantity of participation, middle school aged student athletes require different WBGT readings and associated modifications from their high school counterparts. Member schools can secure and use the instruments found on the suggested list of WBGT's located on the Sports Medicine page at [www.mshsaa.org](http://www.mshsaa.org).

### **ACTIVITY GUIDELINES & REST BREAK GUIDELINES**

#### **Middle School**

< 82

**Normal Activities:** Provide at least 3 separate rest breaks each hour with a minimum duration of 3 minutes each. Use discretion for intense or prolonged exercise/practice..

82.1 – 83.9

Use discretion for intense or prolonged exercise/practice; watch at-risk players carefully; provide separate rest breaks each hour for a minimum of 4 minutes duration each.

84.0 - 86.9

Maximum practice time is 2 hours each.

**Football:** players are restricted to helmet, shoulder pads, and shorts during practice. If the WBGT rises to this level during practice, players may continue to workout wearing football pants without changing to shorts.

#### **High School**

< 82

82.1 – 86.9

87.0 - 89.9

**All Sports/Marching Band/Spirit:** provide at least 4 separate rest breaks each hour with a minimum duration of 4 minutes each. Consider delaying or rescheduling competitions.

87.0 - 90.0

90.0 – 92.0

Maximum practice time is 1 hour.

**Football:** NO protective equipment may be worn during practice, and there may be NO conditioning activities.

**All Sports/Marching Band/Spirit:** there must be 20 minutes of rest breaks distributed throughout the hour of practice.

**Games/Contests/Performances:** Implement additional official's timeouts for water breaks due to unusual heat/humidity/environmental conditions that may create risks for participants.

> 90

> 92

**NO Outdoor Workouts:** cancel or delay practice and competitions until a cooler WBGT is reached.

- (a) Schools must follow the statewide policy for conducting practices and voluntary conditioning workouts (including during the summer) in all sports during times of extremely high heat and/or humidity that will be signed by each head coach at the beginning of each season. The policy shall follow modified guidelines of the American College of Sports Medicine and the National Athletic Trainers' Association Position Statement in regard to:
- (1) The scheduling of practices at various heat/humidity levels
  - (2) The ratio of workout time to time allotted for rest and hydration at various heat/humidity levels
  - (3) The heat/humidity levels that will result in practice being terminated
- for the equipment laden  
sport
- (b) A scientifically-approved instrument that measures the Wet Bulb Globe Temperature must be utilized at each practice when the temperature is greater than 80 degrees Fahrenheit to ensure that the written policy is being followed properly. WBGT readings should be taken every hour, beginning 30 minutes before the beginning of practice/event. It will be the individual school district's responsibility to formulate a policy and procedure that includes the following:
- (1) Obtain site specific readings with priority
  - (2) Criteria for when to obtain WBGT readings
  - (3) Practice/event modifications
  - (4) Identify who will perform and record readings
  - (5) Communication procedure for all appropriate personnel
  - (6) Exertional Heat Illness Emergency Action Plan
- (c) Practices are defined as: the period of time that a participant engages in a coach-supervised, school-approved sport or conditioning-related activity. Practices are timed from the time the players report to the practice or workout area until players leave that area. If a practice is interrupted for a weather-related reason, the "clock" on that practice will stop and will begin again when the practice resumes.
- (d) Conditioning activities include such things as weight training, wind-sprints, timed runs for distance, etc., and may be a part of the practice time or included in "voluntary workouts."
- (e) A walk-through is not a part of the practice time regulation, and may last no longer than one hour. This activity may not include conditioning activities or contact drills. No protective equipment may be worn during a walk-through, and no full-speed drills may be held.
- (f) Rest breaks may not be combined with any other type of activity and players must be given unlimited access to hydration. These breaks must be held in a "cool zone" where players are out of direct sunlight.

## **Hiring/Firing**

It is important for all coaches/activity sponsors to understand that these positions are a year to year contract. No one will be terminated prior to being given the opportunity to improve specific areas. These areas of improvement will be communicated by the athletics director and coach/sponsor will be given the opportunity to fix any problems. If these problems persist, it is possible that the coach/sponsor will be terminated. It is also important to remember that there are certain actions a coach/sponsor may take that are indefensible. It is possible that immediate termination would be necessary.

Head coaches will be consulted and given the opportunity to interview any assistant coaching applicants. These employees will be a part of the head coach's staff and the head coach will be given the opportunity to have input on who is hired for the position.

If you have any questions concerning the communication from the athletic director's office, please make an appointment to voice your concerns.

## **Injuries/Medical Examinations**

Coaches and directors will advise student/athletes to seek the opinion of a medical professional if they are asked by a student/athlete and/or parent.

It is also important to remember that all information that is discussed with a coach/director is done so in confidence and this information is not to be shared with any other person. By doing so, coaches and directors would be in violation of the Bronaugh R-VII School Districts Board Policy as it pertains to medical confidentiality.

## **Concussions**

The athletic department will abide by The MSHSAA policy as it pertains to concussions and concussion protocol. No student/athlete will be allowed to practice or play without a Return to Play form filled out by a medical professional. Do not allow a student/athlete to practice and/or play unless this form is in the possession of the Bronaugh R-VII School Districts administration. The MSHSAA policy on concussions is included in the handbook.

## **Lettering Policies**

Each sport offers objective criteria and qualification for lettering set by the individual sport coaching staff. The additional factors of good school citizenship and a constructive, positive attitude are integral criteria of the lettering process.

- Baseball/Softball- The player must participate in at least 50% of all innings played at the varsity level during the season. The coach will give consideration in special cases.
- Basketball- Any athlete that plays in half of the varsity quarters will letter. The coach will give consideration in special cases.
- Track- Athletes must participate in an average of two events per meet. Athletes must complete the season through the finish of Districts. Athletes must attend all meets unless excused by the coach. The coach will give consideration in special cases.
- Volleyball- Any player who participates in one-half of the total sets (not matches), or under special circumstances at the discretion of the coach may letter.
- Cheerleading- Cheerleaders are presented a letter upon selection to the varsity squad

### **Media**

Coaches should make every effort to make sure scores, stories and important milestones in our programs receive proper recognition. All scores should be reported to the athletic director after the conclusion of the contest to be posted on the school's Facebook page.

### **MSHSAA**

Coaches should make themselves aware of all the MSHSAA rules and regulations. It is the job of each coach to work within the legal guidelines provided by the MSHSAA. If this does not take place, appropriate actions will be taken by the athletic director's office. Many of the guidelines and forms are enclosed in this handbook. If a coach has a question regarding any guidelines, contact the athletic director and he will explain the rule properly and/or find out the answer to the question.

#### *Citizenship Requirements*

Students who represent Bronaugh High School in interscholastic activities must be credible citizens and judged so by the proper school authority certifying a list of students for competition. Those students whose character or conduct is such to reflect discredit upon themselves or their school is not considered a "credible citizen". Conduct shall be satisfactory in accord with the standards of good discipline.

#### *Academic Requirements*

A student in grades 9-12 must have earned, the preceding semester of attendance, a minimum of 3.0 units of credit or have earned credit in 80% of the maximum allowable classes in which a student can be enrolled in the semester, whichever is greater and shall currently be enrolled in and regularly attending courses that offer 3.0 units of credit or 80% of the maximum allowable credits which may be earned, whichever is greater; or a student must be enrolled in a full course at his or her level in a special education program for the handicapped approved by the Missouri State Department of Education. A beginning 9<sup>th</sup> grade student shall have been promoted from the 8<sup>th</sup> grade to the 9<sup>th</sup> grade for the first semester of eligibility. Students who failed three or fewer classes during the spring semester may become eligible by finishing summer school courses through credit recovery. Classes must be completed by the end of the summer school session.

### *Semesters of Participation*

A student shall not participate in more than four seasons in grades 9-12 in any interscholastic activity. A student shall have only 8 consecutive semesters of eligibility in high school. A student who graduates in December shall not be eligible for an interscholastic activity in the spring semester.

### **Open Gyms**

Athletic programs are allowed to have open gyms for their athletes. However, open gyms are not permitted to begin until three weeks after the next season begins. Open gyms are limited to 3 hours per week and 90 minutes on any single day. Open gyms are limited to high school athletes only. Coaches should communicate with fellow coaches and athletes concerning the start date of the open gym. It is vitally important that the in-season coach give permission for their athletes to attend open gyms. If the in-season coach does not want their athletes to participate, the athlete should not participate and the coach having the open gym will support this decision..

### **Parental Issues**

Inevitably every coach will have issues with parents and/or a student's legal guardian. It is important that each coach abide by the following guidelines. When dealing with parents.

1. Stay Calm
2. Document the situation
3. Inform the athletic director of the situation
4. Never argue with a parent/guardian
5. Make parents/guardians speak to you face to face if there is a problem
6. Allow the parent/guardian to say what they want to say Once the parent/guardian has been given the opportunity to speak, explain your position as a coach/sponsor
7. If the situation cannot be resolved, refer the parent/guardian to me

8. Make the parent/guardian understand your point of view even if they don't agree with it

**Physicals/Insurance**

Students cannot practice and/or play in athletic events without having turned in a physical form and insurance form. Please email the athletic director a copy of which students will be participating in your sport/activity and they will let you know who doesn't have the correct paperwork in. If students do not have insurance, they cannot practice and/or play athletics.

**Players Who Quit**

Players who quit or are dismissed from a sport will not be allowed to participate in another sport until the season of the sport they have quit and/or were dismissed from is over. We will be consistent in the enforcement of this rule. It is important that you communicate this with all athletes and parents at the beginning of the season.

**Practice/Game Start Dates**

The MSHSAA has established start dates for all sports practices, as well as dates for first possible contests. These dates can be accessed on the MSHSAA web site, the MSHSAA handbook and a copy has been enclosed in the handbook.

2024-2025		<u>Practice</u>	<u>First Contest</u>
	Fall	August 12 <sup>th</sup>	August 30 <sup>th</sup>
	Winter	November 4 <sup>th</sup>	November 22 <sup>nd</sup>
	Spring	March 3 <sup>rd</sup>	March 21 <sup>st</sup>
	Speech/Debate		October 6 <sup>th</sup>
	Music		October 6 <sup>th</sup>
	Scholar Bowl		October 6 <sup>th</sup>

*Junior High*



Junior High seasons may be 12 consecutive calendar weeks in length beginning from the first organized practice and ending with the last interscholastic sport concerned. The season may be extended to 14 weeks when Christmas Break falls within the sports season. This rule does not apply to fall sports seasons. Practices must begin no sooner than the first day of school, depending on the date of the scheduled first day of school. Fall sports cannot begin practice prior to August 19, 2024.

### **Requirements for Student Participation**

There are several requirements for all students who choose to participate in extra-curricular and/or co-curricular activities in the Bronaugh R-VII school District. These requirements are listed below.

1. Must be academically eligible (refer to eligibility requirements in handbook).
2. Must abide by the school district and the MSHSAA rules concerning citizenship.
3. Must have Physical Form on File for all MSHSAA sanctioned athletic and/or activities.
4. Must complete a physical examination from a registered physician and form must be on file in the athletic director's office.
5. Must have proof of insurance on file in the athletic director's office.
6. Must have a Drug Consent form signed by the student and parent on file in the front office.
7. Must have a Citizenship Policy form signed by the student and parent on file in the athletic director's office.
8. Must have a Social Media Policy form signed by the student and parent on file in the athletic director's office.

### **Rules Meetings**

Coaches/sponsors/directors will be required to log onto the MSHSAA web site and watch a video dealing with their specific sport/activity. Following each video, there will be a rules test that will be taken on-line. When the rules test is completed, print out the sheet that verifies that you have finished the on-line rules test and turn it into the athletic director's office or e-mail the athletic director the completion form. All coaches must take the rules test. This includes assistant coaches and junior high coaches. If the rules test is not taken by the set date, a fine is assessed to the school. This fine will be paid by the coach who did not complete the rules test by the set date. The dates to complete the rules test are included in the handbook.

### **Scheduling**

Head coaches should always communicate with the athletic director's office about changes wanted in the schedule for the up-coming season. Do not schedule an event on your own. Always consult with the athletic director's office concerning all scheduling issues.

### **Scrimmages**

Preseason inter school scrimmages are an optional practice event for the following sports: baseball, basketball, football, soccer, softball and volleyball. Regulations for these scrimmages are located in the MSHSAA handbook. It is important that the head coach communicate with the athletic director to ensure that the regulations are followed.

### **Social Media Policy**

It is important that all coaches understand that we do not want to spend our time policing the internet or social media sights. However, when something is brought to our attention, we need to address the situation quickly and consistently. Do not push inappropriate behavior under the carpet. Communicate with the athletic director, player, and parents in a straightforward manner. Discuss these issues with your parents and athletes at the beginning of the season.

### **Students with Disabilities**

The athletics and activities department will abide by school district policy as it pertains to students with disabilities. The Bronaugh R-VII School District Board Policy is listed below.

No qualified student with a disability shall, on the basis of disability, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any district program, including nonacademic services and extracurricular activities. The district seeks to identify and evaluate students who may have disabilities as defined by Section 504 of the Rehabilitation Act of 1973 (Section 504) and the Americans with Disabilities Act (ADA). The district will provide students with disabilities a free and appropriate public education as required by law.

The superintendent or designee is directed to create procedures to assist the district in properly identifying, evaluating and serving students with disabilities who need accommodation to participate in the district's educational programs.

### **Supervision of Students**

It is the responsibility of all coaches and directors to ensure that all students and/or athletes are supervised at all times. The person responsible for supervision is the

head coach and/or director. This includes events that take place within the school district or at another location. It is imperative that all coaches and directors ensure the safety of each student/athlete in all circumstances.

### **Teaching Assignments**

All coaches should understand that their top priority is their teaching assignments. Make sure that the classroom is taken care of. It is true that great coaches are usually great teachers. However, this does not mean that we can just show up and expect things to be great. We must make every attempt to improve teaching skills and work to provide our students with the best possible education available.

### **Title IX**

Title IX of the Education Amendments was created in 1972. It states that “No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or subjected to discrimination under any education program or activity receiving federal financial assistance.” Courts have broadened the scope of Title IX over the past several years. It is important that all staff understand the significance of Title IX. Some reminders concerning Title IX are listed below.

1. Title IX is a civil right that prohibits sex discrimination in education.
2. Title IX applies to all students regardless of gender identity.
3. Schools may not retaliate against someone filing a complaint and must keep complainants safe from other retaliatory harassment.
4. Schools should ensure that no student has to share campus spaces such as dorms, classes and work places with their abuser.
5. Schools can issue no-contact directives to prevent accused students from approaching or interacting with accusers.
6. Schools must be proactive in ensuring that the campus is free from sex discrimination.
7. Schools cannot discourage a person from continuing their education.
8. All schools receiving federal funding, including k-12 schools and the majority of colleges, are subject to Title IX.
9. Schools must have established procedure for handling complaints of sexual discrimination, harassment and violence.

The Bronaugh R-VII Board of Education has addressed these issues in their harassment and discrimination school board policies.

### **Transgender**

The athletic director’s office, as well as, all activities and athletic programs will abide by the Bronaugh R-VII School District policy and the MSHSAA policy in regards

to transgender student/athletes. Both policies are included in the handbook. There are several guidelines that each coach/director needs to be aware of. These guidelines are listed below.

1. If a student/athlete communicates to you that they are transgender, remember the following.
  - a. Listen to the student/athlete and what they are saying.
  - b. Allow the athletic director's office, counseling office, principal's office and the central office to deal with the situation.
  - c. Communicate this information to the athletic director. The athletic director will communicate with the counselor's office and principal.
  - d. If you are contacted by media outlets, refer them to the athletic director's office.
  - e. DO NOT discuss the situation and/or the student with other teachers, coaches, students or parents.
  - f. DO NOT provide information regarding the student to media outlets.
  - g. DO NOT give your opinion regarding the student.
  - h. DO NOT give your opinion regarding transgender, bi-gendered, gender-fluid, pansexual
2. The athletic director's office, along with the counselor's office, principal's office and the central office will create a plan of action for dealing with the media, parents, community and the student.

### **Volunteers**

All volunteers must go through normal training with other employed coaches/directors. Volunteers must also obtain a background check prior to assisting with a sport and/or activity.

### **Work Ethic**

All coaches are expected to work as hard as they possibly can to prepare their teams and/or individuals to succeed. Each coach is paid to work. Our hope is that you take your job seriously and are not just getting a paycheck. In order for Bronaugh students and student-athletes to understand the importance of hard work, coaches and sponsors must model a proper work ethic at all times. If a coach decides that the demands of their job are too much, communicate with the athletic director's office and a solution to the problem will be sought.

### **Weight Room**

In order for our athletic programs to succeed, the weight room must be an important part of the training regimen. A coach that does not expect their athletes to be in the weight room is not doing their job. It does not matter what sport a student plays,

strength and speed training will allow student-athletes to perform at a higher level. Strength and speed training are hard. Coaches must encourage and expect all athletes to train properly in the off season and during their specific sports seasons.

### **Parent Meetings**

Coaches need to schedule a parent meeting with the athletic director to be held within the first week of the season. This will allow for the athletic director to go over general rules and coaches to go over their expectations for the season.

### **24 Hour Rule**

- No coach, parent/guardian contact will be made within 24 hours of a contact. There is a time and place for all conversations.
  - Proper Chain of Command
    - All problems and concerns must come from the **athlete first**. A player will schedule a one on one meeting with the coaching staff.
    - If the concern still exists, parents can contact the head coach to schedule a meeting with the athlete, the parent, and coaching staff.
    - If the concern still exists, parents can contact the school office at 417-922-3211 to schedule a meeting that will involve the parent, the player, coaching staff, and athletic director.
    - If the concern still exists, parents can contact school administration at 417-922-3211 to schedule another meeting at that time.
  - At **NO** time will we discuss playing time, play calling, or any other member of the program.

### **Athletic Awards Banquet**

The school district will have 2 athletic banquets a year. One at the end of the first semester and one at the end of the second semester.

- Fall Semester Sports: JH/HS Volleyball, JH Basketball, JH Football, JH Cheer, HS Football
- Spring Semester Sports: HS Basketball, HS Cheer, HS Baseball, JH/HS Track, HS Softball, Archery