

POSTING NOTIFICATION

SIBLEY EAST PUBLIC SCHOOLS INDEPENDENT SCHOOL
DISTRICT NO. 2310 ARLINGTON-GAYLORD-GREEN ISLE

REGULAR SCHOOL BOARD MEETING

ARLINGTON CAMPUS- MEDIA CENTER

202 NW 3rd AVE

ARLINGTON, MN 55307

MONDAY, JULY 19, 2021 @ 6:30 P.M.

**SIBLEY EAST PUBLIC SCHOOLS
REGULAR SCHOOL BOARD MEETING
INDEPENDENT SCHOOL DISTRICT NO. 2310
ARLINGTON-GAYLORD-GREEN ISLE
ARLINGTON CAMPUS-MEDIA CENTER
MONDAY, JULY 19, 2021 @ 6:30 P.M.**

A. SALUTE TO THE FLAG:

B. CALL TO ORDER:

The meeting was called to order at _____ P.M.

Members: Brian Brandt, Laura Reid, Sarah Ziegler, Rachel Lueth, Avery Grochow, and Jon Hazelwood.

C. APPROVAL OF AGENDA:

Member _____ moved, seconded by member _____, to approve the agenda.

Motion was/was not approved.

D. Consider a motion to enter closed session for discussion of litigation strategy related to case file number 72-cv-21-65 under the attorney-client privilege, pursuant to Minnesota Statutes Section 13D.05, subd. 3(b).

Member _____ moved, seconded by member _____, to move to closed session. Motion was/was not approved.

E. VISITOR/GUEST COMMENTS:

F. CONSENT AGENDA:

1. Approval of Minutes: Recommend approval of June 21, 2021 Regular School Board Meeting Minutes.

2. Personnel:

- Resignation(s): None
- Hiring: None

3. Fundraiser: Jill Warzecha - Cross Country Team supplies for events

Approval of Consent Agenda: Member _____ moved, seconded by _____, to approve the Consent Agenda. Motion was/was not approved.

G. OLD/UNFINISHED BUSINESS:

H. NEW/OTHER BUSINESS:

1. Bills and Payments: Recommend approval of July 2020 bills totaling \$-----
Member _____ moved, second by Member _____, to approve the July 2020 bills totaling \$----- Motion was/was not approved.
2. Consider motion calling for quotes on Refuse for 2020-2021.
Motion by Member _____, second by Member _____, to approve a motion to call for quotes on Refuse for 2020-2021. Motion was/was not approved.
3. Approve the 2020-2021 Activity Handbook as submitted. Motion by Member _____, second by Member _____, to accept the 2020-2021 Activity Handbook as written.
4. Approve the 2020-2021 Coaches Handbook as submitted. Motion by Member _____, second by Member _____, to accept the 2020-2021 Coaches Handbook as written.
5. Approve the 2021-2022 Minnesota River Bend Conference dues in the amount of \$2150. Motion by Member _____, second by Member _____, to accept the 2021-2022 Minnesota River Bend Conference dues in the amount of \$2150
6. Accept the following donations: Accept the following donations:
 - \$100, Arlington Lions Club – Track awards,
 - \$25, Community Insurance of Gaylord – Biology Club,
 - \$750, Klehr Grading & Excavating – Biology Club,
 - \$25, Mary Lynch Hennies – Biology Club,
 - \$1000, Jerry’s Home Grocery Foods – Baseball Score Board,
 - \$4,000, A-Town Tavern - Baseball Score Board
 - \$4,000, Brau Motors, INC - Baseball Score Board
 - \$5,000, Arlington Baseball Association - Baseball Score Board
 - \$2,000, Arlington Chamber of Commerce - Baseball Score Board
 - \$1,000, Jerry’s Home Grocery Foods - Baseball Score Board
 - \$455, Sibley Electric, Summer Rec T-Shirts
7. Member _____ moved, seconded by Member _____ to accept the donations with gratitude. The motion was/was not approved.

G. SUPERINTENDENT/PRINCIPAL REPORTS:

H. OTHER INFORMATION:

1. Next Board Meeting is Monday, August 16, 2021 @ 6:30 p.m. Commons Area at the Arlington campus.

I. ADJOURNMENT:

Motion by Member _____, second by Member _____, to adjourn the meeting.

The meeting was adjourned at _____ P.M.

**SIBLEY EAST PUBLIC SCHOOLS
REGULAR SCHOOL BOARD MEETING MINUTES
INDEPENDENT SCHOOL DISTRICT NO. 2310
ARLINGTON-GAYLORD-GREEN ISLE
ARLINGTON CAMPUS-MEDIA CENTER
MONDAY JUNE 21, 2021 @ 6:30 PM**

The meeting was called to order at 6:30 p.m. Members roll call: Brian Brandt, Sarah Ziegler, Avery Grochow, Jon Hazelwood, Rachel Lueth were present. Member Reid was absent.

Member Lueth moved, seconded by member Hazelwood, to approve the agenda. The motion was approved by unanimous vote 5-0.

VISITOR COMMENTS: District resident Carol Maeder addressed the Board about opposition to Critical Race Theory and Project 1619 curriculum initiatives.

CONSENT AGENDA: Approval of Minutes-Recommend approval of May 17, 2021 Regular School Board Meeting Minutes. **Personnel: Accept the following resignations:** Angela Taylor, Paraprofessional-Arlington, Starla Schilling, Paraprofessional-Arlington (effective July 1, 2021), Mary Beth Schwirtz- Elementary Dean of Students-Title Coordinator, Ann Walsh-Senior High Student Council Advisor **Hiring:** Lorecea Driscoll, Technology Assistant (effective July 1, 2021 10-10.5 month work agreement \$13.00 per hr.) **Volunteer Coach:** Sean Drexler-Wrestling, Football **Fundraiser Request:** FFA-Peach Sale, Sibley East Football-Gold Card Sales

Member Grochow moved, second by member Ziegler to approve consent agenda. The motion was approved by unanimous vote 5-0.

OLD OR UNFINISHED BUSINESS:

Nokomis Energy Solar Subscription Proposal-Corey Orehek. Motion by member Hazelwood second by member Grochow to accept the Community Solar Garden Subscription Agreement proposal as presented. The motion was approved by unanimous vote 5-0.

Second reading: *Policy 441 Standards of Conduct for Federally Funded Programs.* Motion by member Lueth second by member Ziegler to accept *Policy 441 Standards of Conduct for Federally Funded Programs* as read. The motion was approved by unanimous vote 5-0.

requirement for ag districts and not diminish the use and ownership of the agricultural buildings used in the combined farming operations of Byron C. Norell, Burton A. Norell and Bruce M. Norell.

8. The granting of this petition will not reduce the size of the St. Peter School District 508 more than forty (40) acres.

WHEREFORE, your Petitioners pray, that the tract described on the attached Exhibit "B" be detached from the St. Peter School District 508 and annexed to Sibley East School District No. 2310. Motion by Member Ziegler, second by Member Lueth, to approve the Resolution granting the PETITION OF LANDOWNERS FOR DETACHMENT AND ANNEXATION FROM ONE SCHOOL DISTRICT TO ANOTHER SCHOOL DISTRICT. Role call, Voting in Favor: Members: Hazelwood, Ziegler, Brandt, Grochow, Lueth Opposed: None

Consider motion calling for Fuel quotes for July 1, 2021- through June 30, 2022. Member Hazelwood moved, seconded by Member Lueth, to approve a motion to call for quotes on Fuel for for July 1, 2021- through June 30, 2022. 2020-2021. The motion was approved by unanimous vote 5-0.

Bills and Payments: Recommend approval June 2021 bills totaling \$1,174,757.77 Member Grochow moved, second by member Hazelwood to approve June 2021 bills totaling \$1,174,757.77. The motion was approved by unanimous vote 5-0.

2021-2022 Resolution for Membership in the Minnesota State High School League. BE IT RESOLVED, that the Governing Board of School District Number 2310, County of Sibley, State of Minnesota delegates the control, supervision, and regulation of interscholastic athletic and fine arts events (referred to in MN Statutes, Section 128C.01) to the Minnesota State High School League, and so hereby certifies to the State Commissioner of Education as provided by Minnesota Statutes.

FURTHER RESOLVED, that the high school listed below (Sibley East High School) is authorized by this, the Governing Board of said school district to: Renew its membership in the Minnesota State High School League; and, participate in the approved interschool activities sponsored by said League and its various subdivisions.

FURTHER RESOLVED, that this Governing Board hereby adopts the Constitution, Bylaws, Rules, and Regulations of said League and all amendments thereto as the same as are published in the latest edition of the League's Official Handbook, on file at the office of the school district or as appears on the League's website, as the minimum standards governing participation in said League-sponsored activities, and that the administration and responsibility for determining student eligibility and for the supervision of such activities are assigned to the official representatives identified by the Governing Board. Roll Call Vote- Yes: Members: Hazelwood, Ziegler, Brandt, Lueth, Grochow No: None

Approve/reject the Agreement Between Sibley East School District 2310 and Sibley County Public Health and Human Services regarding Family Facilitator services to be provided to eligible students and their families for the 2021-2022 school year.

Member Grochow moved, seconded by Member Lueth to accept the donations with gratitude. The motion was approved by unanimous vote 5-0.

SUPERINTENDENT REPORT: Superintendent Amsden updated the Board on the status contract negotiations with specific work groups. Thanks was extended to the Board, administrative team, and all Sibley East staff for their tremendous support throughout his career at Sibley East.

OTHER INFORMATION: Reminder: Next Regular School Board Meeting is scheduled for July 19th, 2021, beginning @ 6:30 PM, Arlington Campus-Media Center

ADJOURNMENT: Motion by Member Lueth, second by Member Ziegler, to adjourn the meeting. The motion was approved by unanimous vote 5-0. The meeting was adjourned at 7:24 p.m.

Brian Brandt-Board Chair

Avery Grochow-Board Clerk

Fundraiser Request Form

Today's Date 7/8/21 Deadline _____

Person/Group making this request Jill Warzecha

Purpose of Fundraiser to raise funds to purchase supplies for
cross country runners for example, watermelons, Gatorade, Bananas

Date of Fundraiser Aug-sept Supervisor/Advisor Jill Warzecha ^{ect.}
₂₀₂₁

Description of Fundraiser We plan to run the same fundraiser as
last year. Selling Butter Braid Pastries from Wyhe's Choice
Fundraising

Action taken on request

Approved

Not approved for the following reason(s)

+++++

Activities Director(when applicable) _____ Date _____

Principal _____ Date _____

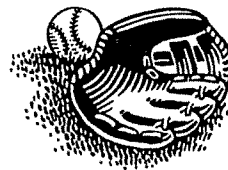
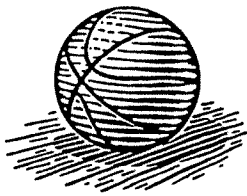
Action taken by Sibley East School Board Date _____

Approved

Not Approved



SIBLEY EAST
WOLVERINES



2021-2022
Activity Handbook

Dear Parents and Students,

Thank you for reviewing this 2021-22 Activity Handbook.

At the start of each season, each coach will meet with parents and athletes to discuss the Sibley East Activities Handbook. This Handbook includes participation conditions, try-out procedures, problem/conflict resolution, board policy, sportsmanship, scholastic eligibility, MSHSL eligibility, fees, behavior expectations, transportation, coaching expectations and much more. You will be notified when these meetings will be held. **All parents and students/athletes are REQUIRED to attend.** If you have any questions, please contact me at 507-964-8241. We look forward to seeing you.

For up-to-the-minute changes, please visit our website at www.sibleyeast.org. The calendar on the page will list all activities that are scheduled for the day and any changes that have been made. Another website you may want to visit is the Minnesota State High School League: www.mshsl.org.

Sincerely,

A handwritten signature in black ink that reads "Randy Walsh". The signature is written in a cursive style with a large, stylized "R" and "W".

Randy Walsh
Activities Director

Helpful Websites. Addresses & Phone Numbers

Sibley East Public Schools Website - www.sibleyeast.org

Minnesota State High School League Website - www.mshsl.org

Activities Director -Randy Walsh (W) 507-964-8241

Athletic Trainer – Jamie Briski - Ridgeview Sports Medicine

Middle/High School Principal - Jeremy Wagner (W) 507-964-8223

Superintendent – Dr. Joe Libby (W) 507-964-8224

Sibley East Middle/High School 507-964-2292 Fax: 507-964-8245

Minnesota State High School League 763-560-2262

Sibley East High School

208 West Douglas St.

PO Box 1000

Arlington, MN 55307

Minnesota State High School League

2100 Freeway Boulevard

Brooklyn Center, MN 55430-1735

2021-2022 CO-CURRICULAR COACHES AND ADVISORS

Football – Head Coach Alan Halverson

Girls Tennis - Head Coach Annie Meuleners

Volleyball- Head Coach Chip Wolverton

Cross Country Boys/Girls - Head Coach Jill Warzecha

Girls Basketball – Head Coach Ryan Kahle

Boys Basketball – Head Coach Adam Tyhurst

Wrestling – Head Coach Chris Koob

Baseball – Head Coach Dan Hoefs

Softball – Head Coach Stephanie Schultz

Golf Boys/Girls – Head Coach LSH Coach

Track Boys/Girls - Head Coach Jim Kreft

Fall Play Director – TBD

One Act Play Director – TBD

Spring Play Director – TBD

Visual Arts Director – Annie Meuleners

Knowledge Bowl Advisors – Vikki Louwagie, Jill Warzecha

Band Director – James Callahan

Choir Director – Lenore Strouth

Student Council Advisor — TBD

Student Guide Advisor - Vikki Louwagie

Yearbook Advisor — Ann Walsh

TEAM PARTICIPATION CONDITIONS

7th and 8th Grade Athletics: The primary focus of this program is to allow each student athlete optimal participation regardless of his/her skill level. The following guidelines will apply to help assure that the program is for the benefit of the student athletes: *(There is no guarantee that playing time will be equal.)*

- All student athletes who meet the attendance standard will be given practice time and game time.
- No team shall cut any student athlete desiring to participate (unless the student participant does not meet attendance and conduct requirements).
- All team participants will have a uniform or will be dressed alike for competition.

Each middle school coach shall adhere to the guideline of assuring participation in both practice and competition. This is not always easy for coaches. The desire to win will not come before the requirement to include every student athlete in the practice/competition. Certain games or meet alternatives may be needed and may be implemented by the coaches to assure optimal participation.

Each coach must plan and organize his/her practices to make sure that all students will participate. Practices must be planned and organized to accommodate a wide spectrum of skill levels.

Facilities will be used to their greatest advantage. Cooperation will occur between boys' and girls' coaches to make the most effective use of available facilities.

Coaches will remember that these guidelines and procedures are the result of coaches focusing on the "total development" of each participant. Each student who participates has many human needs: physical, emotional, and social. The coach must coach the student athlete as well as the sport. Each coach will consider the following student/athlete characteristics in working with these students: (ISD 2310 believes that.)

- A. Students have a need to belong to a group.
- B. Students have a need to be accepted by their peers.
- C. Students have the need to explore a variety of experiences.
- D. Students need a chance to channel their energies in physical activity.
- E. Students need opportunities to express their feelings.
- F. Students need a place and/or situations to be with friends in social settings.
- G. Students require a means of achieving self-satisfaction. (feeling successful)
- H. Students need a time in every day for fun and enjoyment.
- I. Students need a means of receiving approval from their parents, teachers, and adults they come in contact with.

The School Board expects every coach to work with all athletes who are interested and have a need to belong and not to work only with gifted, highly skilled student athletes. Each student participant is an important individual whose experiences shape attitudes and actions for the future. Therefore, every coach will adhere to these guidelines as established by the local School Board.

9th Grade Teams: 9th grade teams are considered teams in transition. Participation in practice and in competition will continue to be a strong emphasis and no squad members will be cut on the basis of ability. Coaches will make every effort to give significant playing time to all players throughout the overall season. Teams, however, will strive to be competitive.

"B" or Junior Varsity Teams: Competition and winning may be the primary goal but never to overall participation in practice and games throughout the season. Coaches will provide quality practice time for all athletes. Coaches will make every effort to give some playing time to all players throughout the overall season.

Varsity Teams: Competition and winning will be the main focus throughout the season. Coaches will make an effort to keep all team members active in all practices. Coaches will work to give playing time to all players at appropriate times throughout the season. There is no guarantee on playing time in games.

In some instances, it may be necessary to limit the size of the varsity and "B" squads to a manageable number.

Selection Guidelines for Varsity and "B" Team Participation:

Responsibility for Selection:

- Choosing the members of varsity and "B" teams shall be the sole responsibility of the coaching staff.
- Prior to try-outs, the coach shall provide the following information to all eligible candidates for the team(s):
 - Length of try-out period;
 - Written criteria used to select the team members;
 - Number of team members to be selected;
 - Practice commitment for team members who make the team; and
 - Game commitments.

Procedures Used for Team Selections:

- When a squad selection number is limited, the process will include three important elements:(each candidate will)
 - have an opportunity to participate in a minimum of five (5) practices;
 - have performed in at least one intrasquad/scrimmage game/session; and
 - be personally informed of the reason(s) why the candidate was not chosen.
- **No posting of candidates.** The coach will meet one-on-one with all candidates who have tried out for the team. Everyone will be notified individually by the coach as to his or her selection status.
- Coaches will discuss alternative possibilities for participation in the sport or other areas the student athlete might participate in the activities program.
- If a coach foresees difficulties as a result of squad selections, he/she will discuss the situation with the activities director.

Sibley East Athletics General Information

Forms and Fees

All students wishing to participate in activities will need to do the following:

All items must be completed and on file in the Sibley East High School Activities Department PRIOR to participation -practice and playing contests.

1. The student and his/her parents will need to read and complete the Minnesota State High School League (MSHSL) Eligibility Form once for each year of participation.
2. All students that are involved in athletics need a physical once every three years. The MSHSL physical form must be completed by the doctor and turned in to the coach of the athlete or the athletic director.
3. A participation fee needs to be paid for each activity a student is in.
See the fee form for more information on the amounts for each activity.
4. Fee Return Policy - There will be refunds given to those students who terminate participation in an activity prior to the first competition.

Practice Before Participation

To ensure that an athlete is properly prepared and risk of injury is minimized, an athlete must participate in a minimum of five (5) scheduled team practices before participating in a game, match, or meet. This pertains to athletes who join a team after the official start date and for those who do not have medical clearance to participate or practice on the official start date. Any athlete must be cleared by a physician before he/she can practice with a team. A scrimmage does count as a practice.

Last Day To Join A Team

The last day to join a team will be the fourth Monday of that sport's season. The exceptions to this would include transfer students that become eligible after the season has started or students who were under the care of a physician and were medically unable to join the team by the specified date. There will not be a reduction in fees if a student joins later than the official start of the season.

School Attendance

If a student is not in school all day, he/she will not practice or play in an activity after school or that evening. If a student comes late to school (more than 10 minutes), that same policy will be followed. If it is over 10 minutes and it is a first time offender, the principal may use his discretion. If a first offender misses most of first hour without calling in beforehand, they will not participate. Extra-curricular students who miss school because of an appointment (medical, dental, etc.) must bring a note from the appointment verifying the time and location of the appointment. A student dismissed out of a class due to behavioral issues, for any length of time, will not practice or play that evening. Students acquiring three unexcused tardies will serve detention before going to practice. Detention time or suspensions supersede all extra-curricular activities and work. Students are expected to attend regular school hours the day following a late night activity the evening before unless specifically excused by the building principal. A student who has advance approval by the principal may be exempted by this rule.

Addressing Concerns

Concerns that a student and/or parent would like addressed with a coach or advisor need to follow the following procedure. If there are still concerns after step one, process will continue.

1. Student and/or parent will meet with the coach to discuss the issue. The activities director may be asked by the student/parent or the coach to sit in to monitor the meeting.
2. Student and/or parent can request a meeting with the activities director and/or principal.
3. Student and/or parent can request a meeting with the superintendent, activities director, and principal.

Uniforms and Equipment

Uniforms will be issued by the school for most activities. It is the responsibility of the athlete to keep the uniform safe and in as good of condition as possible. Athletes need to turn in the uniform to their coach in a timely manor at the conclusion of the season. Athletes that have lost or damaged a uniform (beyond normal wear and tear) will be responsible to pay for replacement cost of the uniform. Athletes will not receive uniforms or equipment for another sport until all of their equipment has been handed in or paid for.

Most equipment that is needed for an activity will be provided by the school. Please check with your coach before you purchase your own equipment to make sure that can be used in MSHSL activities.

Transportation Procedures

1. Bus time can be found in the daily announcements.
2. Students must ride the bus to and from an event unless the proper form has been filled out prior to the event. A coach may require a student to ride the bus back to school as part of their team rules.
3. Students must have prior approval from the principal or athletic director if they are riding home from an event with anyone other than their parent.
4. A student that misses the bus and arrives at the event later shall not be permitted to participate unless approved by the principal or activities director
5. No food or drink is allowed on the bus unless the driver has given permission.
6. The emergency door shall only be used in emergencies or with the driver's permission.

Disruptions on the bus will be reported to the principal and dealt with according to the Transportation Policy 517.

Tournament Participation

Athletes are expected to participate in all conference, subsection, section, and state tournaments that they qualify for in both team and individual events. If an athlete chooses to not participate, they will not be eligible for any end of the season awards. Family emergencies or an athlete that is injured would be an exception.

State Tournaments: Policy 530

Only students participating in an activity may be excused from school to go to that particular tournament unless Sibley East has a participant. A student will be given excused absence to attend state tournaments in which a Sibley East has a participant only if the student gets prior excuse before attending the tournament.

Acceleration of Athletes

Occasionally a desire to accelerate an athlete to a higher level of play is felt to be in the best interest of a student athlete and a program. This is usually based on a team's need or a particular athlete's skill level. The safety and best interest of the athlete will always come first. If a coach feels that acceleration should be considered, the process that is listed below will be unilaterally followed.

For grades 7-8, coaches must use the acceleration form that is found at the end of this handbook. The original form should be turned in to the activities director when it has been completed. Coaches should not do a blanket handout of the forms to team members; the execution of the form will only commence with those student athletes under serious consideration for acceleration. Coaches who are considering acceleration of multiple 7-8 graders at the beginning of a season must meet with the Activities Director within the first week of practice.

For grade 9, the following process will be followed for students who may be considered for acceleration to the B-squad, JV, or Varsity level. Each head coach must communicate with the Activities Director, his/her respective coaching staff, and the athlete's parent(s) about the potential acceleration.

1. The head coach should have the support of his/her coaching staff for the acceleration.
2. The coach will meet and discuss the acceleration with the Activities Director. The discussion will focus on the student's progress in school and how this acceleration will/may impact the Sibley East teams and program
3. The coach will discuss the acceleration with the parent(s). This must be done prior to any discussion with the athlete about the acceleration.

When steps 1-3 are met with approval, the athlete is then informed. If the athlete is in favor of the move, the acceleration takes place. If the parent(s) disapprove, the process stops and the athlete will stay at the current level without the coach providing knowledge of the potential acceleration to the student.

Training Rules

The Minnesota State High School League form is a promise to yourself, your teammates, your coaches and your school that you will abide by the rules. Your signature tells us that you agree. Please read the form carefully with your parents. There are rules on conduct, harassment, hazing, participation, and the use of mood altering chemicals. Do note that possession of alcohol, tobacco, and mood altering drugs is treated the same as use. Penalties are accumulative beginning with the participation in a league activity and continuing through your high school career. These training rules cover all students in activities, grades 7-12. The student must participate in and complete the entire season in which the penalty has been applied for the penalty to count. A student cannot begin participation in a program at the start of the season, serve the penalty and then quit after the suspension has been served; nor can a student join a program after the season has begun and serve the penalty. (MSHSL 205.00 D 3d)

BOARD ACTION ON LAWS RELATING TO THE USE OF TOBACCO, ALCOHOL, AND DRUGS: POLICIES 400, 420, 500.7, & 500.8

Penalties for the Use of Tobacco

A. First Offense

1. One day In-School Suspension if found using or in possession of tobacco during the school day, within the Drug Free Zone established by the school, or while at school or school related activities. No participation will be permitted in school activities during suspension.
2. State High School League Rules apply for those participating in league activities. Loss of eligibility for the next two weeks, 14 calendar days, or two (2) consecutive contests, whichever is greater for Category I and one week, 7 days, or one event for Category II activities.

B. Second Offense

1. Three day In-School Suspension; parental conference before student is readmitted to school.
2. State High School League Rules apply for those participating in League activities. Loss of eligibility will follow the Category I and II activities. Three weeks, 21 calendar days, or six events for Cat. I, and Three events or three weeks, 21 calendar days for Cat. II whichever is greater.

C. Third Offense

1. Subject to the full penalty of the law which could mean expulsion.
2. State High School Rules apply; loss of eligibility according to Category I and II activities. 12 events or four weeks, 28 calendar days for Cat. I, and six events or four weeks, 28 calendar days for Cat. II whichever is greater.

****Note: Above rules apply to all students whether or not they are 18 years old.**

Penalties Regarding Alcoholic Beverages or Use of Illicit Drugs

A. First Offense

1. Three day In-School Suspension if found using or have in possession during the school day, within the Drug Free Zone established by the school, or while attending school or school related activities; parent conference before being readmitted to school.
2. State High School League Rules apply: Loss of eligibility according to Category I and II activities (Listed prior for tobacco violations).
3. Referral to school counselor.
4. Student may be required to attend educational workshop on chemical abuse at their own expense through the county services when available.

B. Repeated Offenses

1. Five day In-School Suspension, parent conference before be re-admitted to school.
 2. State High School League Rules Apply and ineligibility according to Category I and II activities.
 3. Referral to School Counselor.
- Cont.
4. Student is required to attend an educational workshop on chemical abuse at their own expense through the county services.
 5. Student may be required to participate in chemical counseling services after referral to CD counselor.
 6. Referral to law enforcement agency; Subject to the full penalty of the law which may include expulsion if found drinking or using drugs under supervision of the school.

A student who becomes a participant in a treatment program may become eligible for participation after a minimum period of six weeks after entering treatment if all of the following conditions are met:

- The student is assessed as chemically dependent, and enters treatment voluntarily.
 - The director of the treatment center certifies that the student has successfully completed the treatment program.
- Successful completion of a chemical dependency treatment program will satisfy only the most recent violation. Any other violations for which the penalty has not been satisfied must still be served in full.*

C. Public performance is considered an extracurricular event that is normally attended by adults. Contests are also considered public. Club (except FFA) activities or field trips are not considered public performance.

D. Summer violations of the alcohol, tobacco, or drug rules, by students in extracurricular activities such as FFA, Fine Arts, and Athletics will be penalized the same using the State High School League Rules which are followed during the school year. Violations during the school year will also follow the Sibley East Discipline Policy.

E. Students placing themselves voluntarily in a non publicized situation where alcohol or other drugs are available will be dealt with on an individual basis. Students must refrain from using alcohol, tobacco, or drugs. Coaches of extra curricular activities still have the right to make certain places off limits to their team members. Coaches may also establish stricter rules for their teams.

- F. Students violating rules of the Minnesota State High School League, such as hazing or chemical use, will not be eligible to hold the position of captain of any sport if the violation occurs during grades 10 -12. This would be in effect from the time of violation through the student's senior year. Students may also lose their position of officer if violation occurs during an activity of that organization. If students are caught in violation of MSHSL rules by law enforcement officials, they should notify the principal right away.**
- G. Students who violate the drugs, alcohol, or tobacco rules may be withheld from attending any school sponsored activities which include an overnight stay. Students who have MSHSL rules violations of approximately the last week of school, will not be allowed to participate in school extracurricular activities of Memorial Day or Graduation Ceremony.**
- H. Category I activities include all Sports and Speech. Category II includes FFA, One Act Play, Fall Play or Musical, Music Concerts, Pep Band, Knowledge Bowl, and DECA. Any of these activities performed for the general public are considered public performance. Matinees for the students are not considered public performances.**
- I. Between Season Violation:** Participants who receive a violation between seasons and serve out the violation in the next season.
- J. Serving Out Violations:** In order to serve out a violation in an activity, the participant must have participated in that activity within the last 2 school years. No violation penalty is considered served unless the season is completed by the participant in good standing.

SCHOLASTIC ELIGIBILITY FOR EXTRA-CURRICULAR

In order to participate student-athletes must:

- 1) Maintain at least a 1.75 grade point average at the end of each quarter with no failing grades. *(student-athletes with a quarter GPA lower than 1.75 will be ineligible for one week or one game (whichever is less) and must be passing all classes in order to return to competition).*
- 2) Have all passing grades (no F's) at mid-term or end of quarter. *(student-athletes with a F will be ineligible for one game and must be passing all classes in order to return to competition).*

SPORTSMANSHIP

Sibley East students will demonstrate good sportsmanship at all activities. Student participants in co-curricular activities represent the school in a very public manner, and thus student conduct is under close scrutiny. Because of their visibility and status as a role model for other students, it is extremely important that all of our students demonstrate proper conduct and abide by school rules, Minnesota State High School League rules, local and state laws.

Student athletes, coaches, and fans representing Sibley East Schools are expected to conduct themselves in a manner that would not cause the school, parents, or community any embarrassment. This applies whenever the student or coach is part of any activity, either athletic or non-athletic; before or after a contest/performance or practice, in transit to and from activities, or at any function associated with the activity.

Any acts of misconduct may result in disciplinary action whether or not this misconduct is directly involved with a school event or activity. The Minnesota State High School League's Code of Responsibility allows school authorities to discipline students for violation of League, State, Federal, and/or school rules.

In addition, coaches/advisors may establish their own additional specific rules. These rules should be presented to players and parents at the beginning of the season and are subject to the approval of the Activities Director.

SPECTATOR EXPECTATIONS at CO-CURRICULAR EVENTS

- It is recommended that elementary age students be accompanied by an adult at all activities and performances for their safety and the safety of others.
- We welcome enthusiastic fans that come to watch the game/performance and encourage our team/performers. *Good sportsmanship is our goal.*
- Please arrive at an appropriate time prior to the beginning of an auditorium event. If this is not possible, please enter quietly at an appropriate time, such as a scene change or after the first musical selection.
- Running, throwing objects, or horseplay, such as grabbing hats or playing catch in crowded areas is both annoying and dangerous. Spectators that endanger themselves or others by their behavior will be removed from the event.
- Alcohol, tobacco and tobacco products are not allowed on any of the school grounds. (This includes outdoor venues like football, baseball, softball, and track)
- We expect spectators to address volunteers, supervisors and each other respectfully.
- Signs are to be designed to promote local and positive enthusiastic support.
- Use of noisemakers, horns, whistles, or other artificial attention-getter is not permitted at any MSHSL sponsored event.

PARENTS RESPONSIBILITIES

Parents are expected to encourage their sons/daughters to perform to the best of their abilities both athletically and academically. They should be a source of support for the student athlete and the program in which they are participating.

We would like all of our parents to be role models for our student athletes and set a good example for all of our students at Sibley East. As such, they will exemplify good attitudes by treating all players, coaches, fans, officials and other parents with respect and dignity. Parents must insist that athletes abide by rules established by the coach, the school district, Region 2A, and the Minnesota State High School League.

Parents should be positive in support of their own team and recognize the achievements of the opposing team. Vulgar, racial, derogatory or disparaging remarks are never appropriate. Parents should allow their athletes to enjoy the benefits of competition, remembering that not everyone can be the star, be on the first team, or have equal playing time.

Any acts of misconduct may result in disciplinary action whether or not this misconduct is directly involved with a school event or activity. The Minnesota State High School League's Code of Responsibility allows school authorities to discipline spectators for violation of MSHSL, Region 2A, and/or local school rules. Disciplinary action may include removal from a contest and/or permanent removal from MSHSL and/or Sibley East sponsored events.

TEN TIPS FOR PARENTS OF STUDENT/ATHLETES

- 1) **TEACH RESPECT FOR AUTHORITY.** There will be times when you disagree with a coach or an official, but always remember they are trying to do their best.
- 2) **BE SUPPORTIVE OF THE COACH.** When talking with your child about any coach, be supportive and positive about the decisions the coach is making. If there is a problem, speak directly to the coach about it.
- 3) **GET TO KNOW THE COACH.** Coaches can have a powerful influence on your child, take the time to attend all pre-season meetings and get to know the coach's expectations, philosophy, and guidelines for the season.
- 4) **LET THE COACH DO THE COACHING.** It is confusing for an athlete when they are hearing a different message from their parents.
- 5) **SHOW UNCONDITIONAL LOVE.** Let your child know that you love him/her whether you win or lose, whether they played in the game or not, and whether they played well or not.
- 6) **LISTEN TO YOUR CHILD.** Always take the time to listen and support your child, but remember to stay rational until you have investigated the situation for yourself. Keep winning and losing in proper perspective!
- 7) **BE A POSITIVE ROLE MODEL.** Take a good honest look at your actions and reactions in an athletic setting.
- 8) **INSIST ON GOOD GRADES.** Check on your child's grades frequently.
- 9) **INSIST ON FOLLOWING THE RULES.** Help lead your child to follow all MSHSL, Region 2A, Sibley East, and team rules. It is your duty to hold them accountable and report any violations to the head coach.
- 10) **NO EXCUSES.** Do not offer excuses if your child is not participating as much as you would like or if they are not at the level you would like.

Sibley East Schools

2021-2022 Activity Fees

FEES FOR ACTIVITIES:

Varsity Sports (Grades 9 – 12) - \$120

Jr. High Sports (Grades 7 and 8) and Cheerleading - \$100

Plays – Fall Play \$70 One Act \$50 Spring Musical \$90

Activities (DECA, Knowledge Bowl, Speech, Jazz Band, Swing Choir) - \$40

REDUCED FEES:

Varsity Sports (Grades 9 – 12) - Reduced Lunch = \$85

- Free Lunch =\$50

Jr. High Sports and Cheerleading - Reduced Lunch = \$70

- Free Lunch =\$40

Fees must be paid prior to the first day of practice.

Family Maximum for Athletics - \$475

(Excluding Fees Paid For Activities)

Sibley East Athletics

To: _____
(Coach's Name) (Date of Event)

Our daughter/son _____ has our permission to ride home from

_____ with _____
(City of Event) (Parent Athlete is riding with)

(Signature of athlete's parent)

Sibley East Athletics

To: _____
(Coach's Name) (Date of Event)

Our daughter/son _____ has our permission to ride home from

_____ with _____
(City of Event) (Parent Athlete is riding with)

(Signature of athlete's parent)

Sibley East Athletics

To: _____
(Coach's Name) (Date of Event)

Our daughter/son _____ has our permission to ride home from

_____ with _____
(City of Event) (Parent Athlete is riding with)

(Signature of athlete's parent)

Sibley East Activities Student/Parent Evaluation

Sport/Activity: _____ Level _____ Gender _____

Survey completed by: (please circle one) Parent/Guardian, Student, Both

Dear Parents or Guardians & Student/Athletes:

We are interested in having you fill out this brief evaluation so that we can continue to improve our programs. I would ask that you be constructive in your comments. The compiled results of the evaluations will be shared with coaches (NO NAMES WILL BE USED). Our goal is to help the coaches continue to grow and improve as individuals and as coaches. Please complete all of the above information.

Please read the following Sibley East Activities Philosophy Statement.

Sibley East Athletics/Activities believe that extracurricular activities are an integral part of a well rounded system of public education. At all levels of extracurricular activity goals shall include the development of the child's self-worth and self-esteem, teamwork, and a desire to excel. However, the development of the child's self-worth and self-esteem shall always be the primary consideration.

It is the philosophy of Sibley East Athletics that through the eighth grade level, participation by all athletes shall be the primary goal and consideration. At the ninth grade level, competition and winning may take on a level of greater importance with participation continuing to be the primary goal. At the "B" team or junior varsity level, competition and winning may become the primary goal, but never to the exclusion of overall participation throughout the season. At the varsity level, there is an understanding of the need and value of promoting competition and a desire to win. This must be consistent with the primary goal of fostering self-worth and self-esteem and mental and physical well being.

1. How well was the philosophy statement followed?

Very Good Good Fair Poor Very Poor Don't Know

2. Were the team and individuals dealt with in a fair manner?

Very Good Good Fair Poor Very Poor Don't Know

3. Was the coach open, available, and approachable when you (or your child) had a question or concern?

Very Good Good Fair Poor Very Poor Don't Know

3. How would you rate the coaching?

Very Good Good Fair Poor Very Poor Don't Know

4. What one thing would you tell your coach that would help him/her to become a better coach?

5. What was the best thing you (or your child) got out of the season or activity?

6. What is your overall rating of the experience you or your son/daughter had with the activity just completed?

Very Good Good Fair Poor Very Poor Don't Know

Additional Comments: (Use back side if needed.)

Please return to:

Randy Walsh, Activities Director

Sibley East High School

PO Box 1000

Arlington, MN 55307

**Sibley East Athletic/Activity
Complaint Form**

This complaint is being filed by:

Name: _____

Date: _____

Day Time Phone: _____

This complaint is being brought against:

Please briefly describe the nature of your complaint:

Description of Complaint:

Date of incident: _____

You may attach additional information

I accept full responsibility for filing this complaint. I have thoroughly researched the facts and feel the circumstances warrant this complaint. I also agree to be present at all necessary meetings to resolve this issue. Should this complaint concern a student, that student may be asked to attend all meetings. I am aware of the protocol that must be followed when filing a complaint against a Sibley East Coach/Advisor as stated below.

Signature: _____ Date: _____

Protocol for filing a complaint against a Sibley East Coach/Advisor

- Complaints must be completed, signed and returned within 14 days of the incident in question.
- This form should not be used for issues involving participation/playing time, practice times, practice formats, etc. These types of issues should be discussed directly with the coach/advisor.
- Once the Athletic/Activity Director has received a completed complaint, the issue will be discussed with the appropriate SE Administration.
- Following a meeting with SE Administration the coach/advisor in question will be provided with a written copy of the complaint and will be asked to respond to the complaint on the reverse side of this form. This meeting will take place within 5 school days of the receipt of the complaint. The claimant will be contacted following this meeting by SE Administration.
- The coach/advisor in question will be asked to respond in writing within 5 school days.
- If a resolution still cannot be reached, the documents will be forwarded to the superintendent's office.
- If a resolution still cannot be reached, all parties will present their case to the school board for final resolution.
- Completed complaint forms will be filed within the Athletic/Activity Director's files and with the Superintendent.

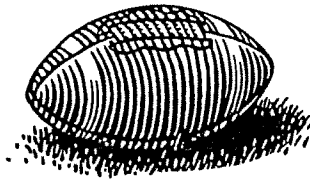
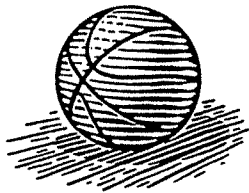
Coach/Advisor's Response to Complaint:

You may attach additional information

Signature: _____ Date: _____

Action taken by the Athletic Director, Principal, Superintendent, or School Board:

Signature: _____ Date: _____



2021-22 Sibley East Coaches Handbook



All Sibley East coaches are expected to follow stated guidelines through the thorough reading and analysis of this handbook. The material presented here is to help you fulfill your coaching assignment in a professional manner.

The guidelines and expectations stated provide the necessary information to function efficiently as a Sibley East coach. It is expected each coach will follow these guidelines as policy wherever applicable.

Thank you for your efforts in providing Sibley East student athletes with a quality program. Without coaches who extend conscientious efforts to communicate and follow a basic system we would not have a sound program. It is hope that this handbook will help provide consistent and orderly direction for both veteran and new coaches alike.

All Sibley East coaches should become familiar with this handbook. All items that pertain to the athlete should be reviewed and discussed with the athlete at the beginning of each sports season.

STATEMENT OF PHILOSOPHY

Sibley East Athletics/Activities believe that extracurricular activities are an integral part of a well rounded system of public education. At all levels of extracurricular activity goals shall include the development of the child's self-worth and self-esteem, teamwork, and a desire to excel. However, the development of the child's self-worth and self-esteem shall always be the primary consideration.

It is the philosophy of Sibley East Athletics that through the eighth grade level, participation by all athletes shall be the primary goal and consideration. At the ninth grade level, competition and winning may take on a level of greater importance with participation continuing to be the primary goal. At the "B" team or junior varsity level, competition and winning may become the primary goal, but never to the exclusion of overall participation throughout the season. At the varsity level, there is an understanding of the need and value of promoting competition and a desire to win. This must be consistent with the primary goal of fostering self-worth and self-esteem and mental and physical well being.

Issues come up from time to time in athletics and activities. These issues should be addressed in a timely manner by all parties. Concerns should first be discussed directly with the coach or advisor. If there are still concerns after that meeting, the athletic director or principal should be contacted to set up a meeting with administration. After meeting with the activities director and principal, there can be a request to meet with the superintendent. There is a form included in this handbook, available at the high school office, and on the Sibley East website under the Activities and the Athletics tabs to file an official complaint about the actions of a coach or advisor. It is the hope of the Sibley East Schools that student activities will be a positive experience.

COACHING EXPECTATIONS

1. Rapport

A coach must be able to develop a good rapport with any number of individuals and groups. These may include team personnel, the student body, the professional staff, the community, spectators, officials, fellow coaches, media, and the parents of his/her players. Good rapport and an image of competency are invaluable for the coach.

2. Cooperation

It is expected that there will be give and take between all individuals associated with the athletic program. Coaches must work hand in hand with the Athletic Director, Principal, custodians, bus personnel, and other members of their staff.

3. Leadership

Diligence, enthusiasm, honesty, and a love for the game are all part of a professional pride that should be exhibited by any coach. Personal appearance, dress, and physical condition should all be exemplary. Dressing appropriately for practice and following practice, following practice schedules, and building positive attitudes are very important.

4. Discipline

It is the responsibility of the coach to inform his/her team of their discipline policy. This policy should be in writing and given to each athlete prior to the team's first practice. Sportsmanship should be a top priority.

5. Improvement

A coach must constantly take advantage of opportunities presented for self improvement. Head coaches attendance at MRC and section meetings, rules clinics and coaches meetings are a must. Membership in professional organizations, coaches associations, and similar groups is encouraged.

6. Practice, Games, Meetings

Coaches are expected to be at all practices, games, and meetings unless they have contacted the athletic director about missing. Coaches shall not cancel practice until they have discussed it with the athletic director. All possible practice spaces will be used before practices are canceled.

7. All coaches must complete their MSHSL continuing education requirements on their "Coach's Clipboard" prior to the first practice.

Coaches Duties and Responsibilities

Head Coach

1. Has thorough knowledge of all the athletic policies of Sibley East Schools.
2. Have knowledge of the MSHSL rules and the policies of the Minnesota River Conference and Sibley East Schools.
3. Understands the proper administrative chain of command and refers all requests or grievances through the proper channels.
4. Establishes the fundamental philosophy, skills and techniques to be taught by the entire staff. Has a staff meeting to insure awareness of the overall program.
5. Maintains discipline and works to increase moral and cooperation throughout the program.
6. Performs other duties that may be assigned by the Athletic Director.
7. Assists in the necessary preparation to hold scheduled sport events or practices and adheres to scheduled facility times.
8. Has a written practice plan for each practice.
9. Completes MSHSL requirements on their MSHSL dashboard prior to the first practice.
10. Fills in all necessary information on the MSHSL web site.
11. Advises the Athletic Director and recommends policy, method, or procedural changes.
12. Provides training rules and regulations in writing to each athlete in their sport.
13. Determines discipline, explains procedures concerning due process when the enforcement of discipline is necessary. Is in contact with parents when dealing with a severe discipline issue.
14. Completes and hands in all paperwork and forms in a timely manor.
15. Checks off perm cards of each athlete in the school office.
16. Encourages all athletes to participate in sports in other seasons.
17. Provides the Athletic Director with a typed team roster as soon as uniforms have been issued.

18. Assists athletes in their college or advanced educational selection.
19. Participates in the budgeting function with the Athletic Director. Recommends equipment to be purchased within the budget.
20. Is accountable for all equipment and collects the cost of any equipment lost or not returned. Arranges for issuing, storing, and reconditioning of equipment.
21. Properly marks and identifies all equipment before issuing or storing.
22. Instills in each player a respect for equipment and school property.
23. Examines locker rooms before and after practice and games, checking on general cleanliness of the facility.
24. Secures all doors, lights, windows, and locks before leaving the building.
25. Responsible for providing the media with information and stats prior to and during the season.
26. Call in results to media as soon as possible after the completion of a home event.

Assistant/Junior High Coach

1. Has thorough knowledge of all the athletic policies of Sibley East Schools.
2. Have knowledge of the MSHSL rules and the policies of the Minnesota River Conference and Sibley East Schools.
3. Understands the proper administrative chain of command and refers all requests or grievances through the proper channels.
4. Maintains discipline and works to increase moral and cooperation throughout the program.
5. Performs other duties that may be assigned by the Athletic Director.
6. Assists in the necessary preparation to hold scheduled sport events or practices and adheres to scheduled facility times.
7. Has a written practice plan for each practice.
8. Assists the head coach when needed.
9. Attends varsity practices and games when possible to better understand the focus and style of the program.
10. Completes MSHSL requirements on their MSHSL dashboard prior to the first practice.
11. Advises the Athletic Director and recommends policy, method, or procedural changes.
12. Provides training rules and regulations in writing to each athlete in their sport.
13. Determines discipline, explains procedures concerning due process when the enforcement of discipline is necessary. Is in contact with parents when dealing with a severe discipline issue.
14. Completes and hands in all paperwork and forms in a timely manor.
15. Checks off perm cards of each athlete in the school office.
16. Encourages all athletes to participate in sports in other seasons.
17. Provides the Athletic Director with a typed team roster as soon as uniforms have been issued. (Not necessary for junior high coaches)

18. Participates in the budgeting function with the Athletic Director. Recommends equipment to be purchased within the budget.
19. Is accountable for all equipment and collects the cost of any equipment lost or not returned. Arranges for issuing, storing, and reconditioning of equipment.
20. Properly marks and identifies all equipment before issuing or storing.
21. Instills in each player a respect for equipment and school property.
22. Examines locker rooms before and after practice and games, checking on general cleanliness of the facility.
23. Secures all doors, lights, windows, and locks before leaving the building.
24. Responsible for providing the media with information and stats prior to and during the season if requested.
25. Responsible for supervising students after practice until the late bus has arrived.

TEAM PARTICIPATION CONDITIONS

7th and 8th Grade Athletics: The primary focus of this program is to allow each student athlete optimal participation regardless of his/her skill level. The following guidelines will apply to help assure that the program is for the benefit of the student athletes: *(There is no guarantee that playing time will be equal.)*

- All student athletes who meet the attendance standard will be given practice time and game time.
- No team shall cut any student athlete desiring to participate (unless the student participant does not meet attendance and conduct requirements).
- All team participants will have a uniform or will be dressed alike for competition.

Each middle school coach shall adhere to the guideline of assuring participation in both practice and competition. This is not always easy for coaches. The desire to win will not come before the requirement to include every student athlete in the practice/competition. Certain games or meet alternatives may be needed and may be implemented by the coaches to assure optimal participation.

Each coach must plan and organize his/her practices to make sure that all students will participate. Practices must be planned and organized to accommodate a wide spectrum of skill levels.

Facilities will be used to their greatest advantage. Cooperation will occur between boys' and girls' coaches to make the most effective use of available facilities.

Coaches will remember that these guidelines and procedures are the result of coaches focusing on the "total development" of each participant. Each student who participates has many human needs: physical, emotional, and social. The coach must coach the student athlete as well as the sport. Each coach will consider the following student/athlete characteristics in working with these students: (ISD 2310 believes that.)

- A. Students have a need to belong to a group.
- B. Students have a need to be accepted by their peers.
- C. Students have the need to explore a variety of experiences.
- D. Students need a chance to channel their energies in physical activity.
- E. Students need opportunities to express their feelings.
- F. Students need a place and/or situations to be with friends in social settings.
- G. Students require a means of achieving self-satisfaction. (feeling successful)
- H. Students need a time in every day for fun and enjoyment.
- I. Students need a means of receiving approval from their parents, teachers, and adults they come in contact with.

The School Board expects every coach to work with all athletes who are interested and have a need to belong and not to work only with gifted, highly skilled student athletes. Each student participant is an important individual whose experiences shape attitudes and actions for the future. Therefore, every coach will adhere to these guidelines as established by the local School Board.

9th Grade Teams: 9th grade teams are considered teams in transition. Participation in practice and in competition will continue to be a strong emphasis and no squad members will be cut on the basis of ability. Coaches will make every effort to give significant playing time to all players throughout the overall season. Teams, however, will strive to be competitive.

"B" or Junior Varsity Teams: Competition and winning may be the primary goal but never to overall participation in practice and games throughout the season. Coaches will provide quality practice time for all athletes. Coaches will make every effort to give some playing time to all players throughout the overall season.

Varsity Teams: Competition and winning will be the main focus throughout the season. Coaches will make an effort to keep all team members active in all practices. Coaches will work to give playing time to all players at appropriate times throughout the season. There is no guarantee on playing time in games.

In some instances, it may be necessary to limit the size of the varsity and "B" squads to a manageable number.

Selection Guidelines for Varsity and "B" Team Participation:

Responsibility for Selection:

- Choosing the members of varsity and "B" teams shall be the sole responsibility of the coaching staff.
- Prior to try-outs, the coach shall provide the following information to all eligible candidates for the team(s):
 - Length of try-out period;
 - Written criteria used to select the team members;
 - Number of team members to be selected;
 - Practice commitment for team members who make the team; and
 - Game commitments.

Procedures Used for Team Selections:

- When a squad selection number is limited, the process will include three important elements:(each candidate will)
 - have an opportunity to participate in a minimum of five (5) practices;
 - have performed in at least one intrasquad/scrimmage game/session; and
 - be personally informed of the reason(s) why the candidate was not chosen.
- **No posting of candidates.** The coach will meet one-on-one with all candidates who have tried out for the team. Everyone will be notified individually by the coach as to his or her selection status.
- Coaches will discuss alternative possibilities for participation in the sport or other areas the student athlete might participate in the activities program.
- If a coach foresees difficulties as a result of squad selections, he/she will discuss the situation with the activities director.

Use of Athletic Equipment and Facilities

1. It is important to emphasize to all athletes their responsibilities as a member of a team, to take good care of school equipment and facilities.
2. Athletic department issued equipment is to be worn only during practice sessions and interscholastic contests, or by permission of coaches. At no time are athletes to wear school issued equipment or uniforms for gym class, work, or socially.
3. Athletes may wear uniform tops to school one day per week on a game day if approved by the activities director.
4. Athletic equipment of the school district will not be loaned to outside groups except with the approval of the Athletic Director in unusual circumstances.
5. All athletic facilities will be scheduled on request of the coach by the Athletic Director.
6. Any time a coach uses school facilities, other than for scheduled practices, they must be scheduled in advance through the office.

Collection and Storage of Athletic Equipment

1. Coaches are responsible for collecting all equipment is dispersed during the year. It is recommended that this be done immediately after the season is over.
2. The head coach shall supervise the collection, inventory, and storage of all the equipment issued within his/her sports program.
3. If any equipment is lost or damaged (beyond normal usage), the athlete shall be charged replacement costs.
4. **Within two weeks after the season's end, all equipment is to be collected, cleaned, and stored in a secure place.**
5. Give the Athletic Director a list of all athletes that do not have their equipment handed in. These students will not be able to participate in another sport until they have handed the equipment in or paid for it.

Budgets and Purchasing

1. Budgets for all programs are set by the school board. If there is going to be rule changes for your program that will require new equipment, you must inform the Athletic Director so your budget can be adjusted.
2. The coach must submit to the Athletic Director a list of all desired purchases.
3. All orders must be approved by the Athletic Director before being placed.
4. All orders must be on a purchase order that has been signed by the Athletic Director.
5. Coaches who place an order that has not been approved by the Athletic Director will be personally responsible to pay the bill.
6. When an order arrives, the coach must notify the Athletic Director if the order is short or defective.
7. Uniforms will be purchased by the school following the uniform rotation schedule.

Forms/Paperwork

All forms and fees will be turned in to office staff at either the athletic meeting or during regular school office hours. The athlete must bring the signed form stating that they have everything in before being allowed to practice. Coaches may not make any exceptions to this rule. When the coach has all their forms in, they should make a copy of all the forms and hand them in to the activities director. Original forms should be kept in the team's first aid kit.

Practice Before Participation

To ensure that an athlete is properly prepared and risk of injury is minimized, an athlete must participate in a minimum of five (5) scheduled team practices before participating in a game, match, or meet. This pertains to athletes who join a team after the official start date and for those who do not have medical clearance to participate or practice on the official start date. Any athlete must be cleared by a physician before he/she can practice with a team. A scrimmage does count as a practice.

School Attendance

If a student is not in school all day, he/she will not practice or play in an activity after school or that evening. If a student comes late to school (more than 10 minutes), that same policy will be followed. If it is over 10 minutes and it is a first time offender, the principal may use his discretion. If a first offender misses most of first hour without calling in beforehand, they will not participate. A student dismissed out of a class due to behavioral issues, for any length of time, will not practice or play that evening. Students acquiring three tardies will serve detention before going to practice. Detention Hall or suspensions supersede all extra curricular activities and work. Students are expected to attend regular school hours the day following a late night activity the evening before unless specifically excused by the building principal. A student who has advance approval by the principal may be exempted by this rule.

Tournament Participation

Athletes are expected to participate in all conference, subsection, section, and state tournaments that they qualify for in both team and individual events. If an athlete chooses to not participate, they will not be eligible for any end of the season awards. Family emergencies or an athlete that is injured would be an exception.

Acceleration of Athletes

Occasionally a desire to accelerate an athlete to a higher level of play is felt to be in the best interest of a student athlete and a program. This is usually based on a team's need or a particular athlete's skill level. The safety and best interest of the athlete will always come first. If a coach feels that acceleration should be considered, the process that is listed below will be unilaterally followed.

For grades 7-8, coaches must use the acceleration form that is found at the end of this handbook. The original form should be turned in to the activities director when it has been completed. Coaches should not do a blanket handout of the forms to team members; the execution of the form will only commence with those student athletes under serious consideration for acceleration. Coaches who are considering acceleration of multiple 7-8 graders at the beginning of a season must meet with the Activities Director within the first week of practice.

For grade 9, the following process will be followed for students who may be considered for acceleration to the B-squad, JV, or Varsity level. Each head coach must communicate with the Activities Director, his/her respective coaching staff, and the athlete's parent(s) about the potential acceleration.

1. The head coach should have the support of his/her coaching staff for the acceleration.
2. The coach will meet and discuss the acceleration with the Activities Director. The discussion will focus on the student's progress in school and how this acceleration will/may impact the Sibley East teams and program
3. The coach will discuss the acceleration with the parent(s). This must be done prior to any discussion with the athlete about the acceleration.

When steps 1-3 are met with approval, the athlete is then informed. If the athlete is in favor of the move, the acceleration takes place.

If the parent(s) disapprove, the process stops and the athlete will stay at the current level without the coach providing knowledge of the potential acceleration to the student.

Transportation Procedures

1. The Athletic Director shall be responsible for making all transportation arrangements.
2. Any changes in the departure time will be made by the Athletic Director.
3. In the event of a breakdown or accident, the driver is in charge. It is the coach's responsibility to provide supervision and protection of the students.
4. Make sure all students have a way home when arriving back to school. Allow them to use a school phone if necessary.
5. Students must ride the bus to and from an event unless the proper form has been filled out prior to the event. A coach may require a student to ride the bus back to school.
6. A student that misses the bus and arrives at the event later shall not be permitted to participate unless prior arrangements have been made with the principal or AD.
7. A coach must ride the bus when it leaves the district unless approved by the AD.
8. The coach will assume responsibility for conduct and discipline on the bus.
9. No food or drink is allowed on the bus unless the driver has given permission.
10. The coach is responsible to see that the bus is left in a clean condition.
11. Bus radios, if permitted by the driver, will be played at appropriate levels and with appropriate music.
12. The emergency door shall only be used in emergencies or with the driver's permission.
13. When it is necessary to cancel a trip due to bad weather or road conditions, the decision will be made by the transportation director and the Athletic Director.
14. Bus drivers shall have the final authority on the decision to staying or coming home due to weather conditions.

CONCUSSION MANAGEMENT RECOMMENDATIONS FOR MSHSL ATHLETES



Acute injury

When a player shows any symptoms or signs of a concussion, the following should be applied.

1. The player should not be allowed to return to play in the current game or practice.
2. The player should not be left alone, and regular monitoring for deterioration is essential over the initial few hours after injury.
3. The player should be medically evaluated after the injury.
4. Return to play must follow a medically supervised stepwise process.

A player should never return to play while symptomatic. "When in doubt, sit them out!"

Return to play protocol

Return-to-play decisions are complex. An athlete may be cleared to return to competition only when the player is free of all signs and symptoms of a concussion at rest and during exercise. Once free of symptoms and signs of concussion, a stepwise symptom free exercise process is required before a player can return to competition.

- Each step requires a minimum of 24 hours.
- The player can proceed to the next level only if he/she continues to be free of any symptoms and or signs at the current level.
- If any symptoms or signs recur, the player should drop back to the previous level.

The return to play after a concussion follows a stepwise process:

1. No activity, complete rest until all symptoms have resolved. Once asymptomatic, proceed to level 2.
2. Light aerobic exercise such as walking or stationary cycling, no resistance training.
3. Sport specific exercise—for example, skating in hockey, running in soccer; progressive addition of resistance training at steps 3 or 4.
4. Non-contact training drills.
5. Full contact training after medical clearance.
6. Game play.

The final return to competition decision is based on clinical judgment and the athlete may return only with written permission from a health care provider who is registered, licensed, certified, or otherwise statutorily authorized by the state to provide medical treatment; is trained and experienced in evaluating and managing concussions; and is practicing within the person's medical training and scope of practice.

Neuropsychological testing or balance testing may help with the return to play decision and may be used after the player is symptom free, but the tests are not required for the symptom free player to return to play.

For more information please refer to the references listed below and www.concussionsafety.com.

Signs Observed by Coaching Staff

Appears dazed and stunned
Is confused about assignment or position
Forgets sports plays
Is unsure of game, score, or opponent
Moves clumsily
Answers questions slowly
Loses consciousness (even briefly)
Shows behavior or personality changes
Can't recall events prior to hit or fall
Can't recall events after hit or fall

Symptoms Reported by Athlete

Headache or "pressure" in head
Nausea or vomiting
Balance problems or dizziness
Double or blurry vision
Sensitivity to light
Sensitivity to noise
Feeling sluggish, hazy, foggy, or groggy
Concentration or memory problems
Confusion
Does not "feel right"

ATHLETIC INJURY REPORT

- This report should be filled out on the day of the injury.
- Report must be submitted to the A.D. by the end of the next school day.

Athlete's Name _____

Sport _____ Grade _____

Date Injured _____

Date Report Filed _____

1. Were Parents Notified _____

Who _____ When _____

2. Injury Occurred In:

Practice _____ Game _____

Brief explanation of how the injury occurred. _____

3. Area of injury: _____

4. Type of injury: _____

5. Was the athlete seen by a trainer? _____

6. Was the athlete seen by a doctor? _____

Please attach a copy of the trainer and/or doctor's report.

Signature of person filling out report

Sibley East Athletics

To: _____
(Coach's Name)

(Date of Event)

Our daughter/son _____ has our permission to ride home from

(City of Event)

with

(Parent Athlete is riding with)

(Signature of athlete's parent)

Sibley East Athletics

To: _____
(Coach's Name)

(Date of Event)

Our daughter/son _____ has our permission to ride home from

(City of Event)

with

(Parent Athlete is riding with)

(Signature of athlete's parent)

Sibley East Athletics

To: _____
(Coach's Name)

(Date of Event)

Our daughter/son _____ has our permission to ride home from

(City of Event)

with

(Parent Athlete is riding with)

(Signature of athlete's parent)

Sibley East Athletics

Acceleration of Athletes Policy

Occasionally a need to accelerate an athlete to a higher level of play is felt in the best interest of a student athlete is requested. This is usually based on a team's need or a particular athlete's skill level. There are pluses and minuses for such a move and the safety and best interest of the athlete will always come first.

The acceleration process applies to athletes in grades 7-8 and has several steps.

1. The coach will meet and discuss the situation with the Athletic Director, previous coach and principal.
2. The coach will discuss the situation with the parents (prior to discussing with the athlete)
3. If the parent(s) are in agreement, the athlete is informed and if the athlete is in favor of the move, the acceleration takes place.
4. If the parent(s) disapprove, the process stops and the athlete will stay at the current level without the knowledge of the discussions.

This form pertains to students in grades 7-8 who are asked by their coach to move to a higher level of competition

DATE: _____ SPORT: _____

NAME OF STUDENT: _____

GRADE: _____ NORMAL LEVEL OF COMPETITION: _____

LEVEL OF MOVE REQUESTED: _____

PARENTAL INFORMATION ABOUT LEVEL MOVE.

A move to a higher level of competition may result in:

- a. Higher level of competition
- b. Greater number of competitive events
- c. More travel which can lead to less time to do school work
- d. Later home arrivals after games
- e. Higher risk of injury
- f. Socialization with older students
- g. Higher level of pressure

_____ I approve of the proposed level move.

_____ I disapprove of the proposed level move.

Parent/Guardian Signature

Athletic Director Signature

Principal's Signature

Coach of Level Leaving Signature

Coach of Level Moving To Signature

Sibley East School District #2310
Volunteer Coach/Advisor Guidelines

This document is intended to create a written understanding of the expectations that Sibley East School District #2310 has for its volunteer coaches and advisors.

Supervisors:

1. The head coach or head advisor is the direct supervisor for volunteers associated with athletics and activities
2. The Activities Director has direct management responsibilities for athletics and activities at Sibley East; therefore, all volunteers must be approved by him/her

Volunteer Coaches/Advisors:

1. Support student academic success
2. Show respect for players, competitors, and officials
3. Respect the integrity and judgment of game, tournament, and competition officials
4. Establish and model fair play, sportsmanship, and proper conduct
5. Establish safety and welfare as the highest priority
6. Provide proper supervision of students at all times
7. Use discretion with providing constructive criticism
8. Maintain consistency in requiring all students to adhere to the established rules and standards
9. Support the total school activities program
10. Follow the guidelines as mandated by the head coach/head advisor

Requirements

1. A background check on all volunteer coaches/advisors is mandatory. Sibley East will pay the associated costs
2. All volunteers will be evaluated by the head coach/head advisor following the completion of the season
3. The Sibley East School Board must approve all Volunteer Coach agreements

Privileges/Responsibilities

1. All volunteer coaches/advisors will be duly recognized by school personnel and administration as valid and legitimate components of the activities department
2. Volunteer coaches/advisors can be issued pertinent building keys with the co-sign authorization of head coaches/head advisors
3. After undergoing mandatory driver's license investigation, volunteer coaches/advisors can transport students only in school district vehicles

I, the undersigned, concur with all the information contained within.

Volunteer Coach/Advisor – Please Print

Activity

Signature

Date

AD Signature

Superintendent Signature

End of the Season Report

Sport _____ Grade/Team _____

Coach(es) _____ Date _____

I. List all participants who finished the season. Put an * beside the names of all letter winners.

- | | |
|-----------|-----------|
| 1. _____ | 21. _____ |
| 2. _____ | 22. _____ |
| 3. _____ | 23. _____ |
| 4. _____ | 24. _____ |
| 5. _____ | 25. _____ |
| 6. _____ | 26. _____ |
| 7. _____ | 27. _____ |
| 8. _____ | 28. _____ |
| 9. _____ | 29. _____ |
| 10. _____ | 30. _____ |
| 11. _____ | 31. _____ |
| 12. _____ | 32. _____ |
| 13. _____ | 33. _____ |
| 14. _____ | 34. _____ |
| 15. _____ | 35. _____ |
| 16. _____ | 36. _____ |
| 17. _____ | 37. _____ |
| 18. _____ | 38. _____ |
| 19. _____ | 39. _____ |
| 20. _____ | 40. _____ |

II. List the names of the players and the honors received this past season. Captains, All Conference, All State, Broke Record, Etc...

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

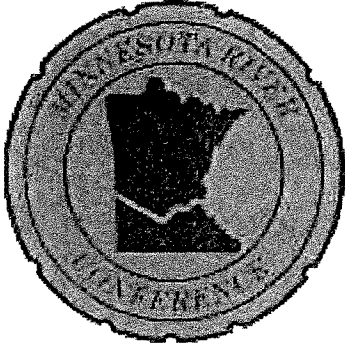
III. List the team awards received this season. Conference Champ, Subsection/Sections Champs/Runner up, Academic Awards, Etc...

- | | |
|----------|----------|
| 1. _____ | 4. _____ |
| 2. _____ | 5. _____ |
| 3. _____ | 6. _____ |

IV. Season Record and comments on the season.

Final Record _____

Comments On Season: _____



Dan Gardner
Executive Secretary – Sports Information Director
705 Shannon Lane
Belle Plaine MN 56011
Home Phone: 952-873-4377
Cell Phone: 952-

452-2123

*Providing opportunities for students
for over fifty years.*

E-mail: twinlgard@aol.com

July 1, 2021

To: Minnesota River Conference Superintendent and/or business office of Member School

From: Dan Gardner

Re: **2021-22 Minnesota River Conference dues**

Article VII, Section A, of the Minnesota River Conference Constitution states
“Annual dues shall be set by the member schools, due and payable to the executive
secretary on August 1 of each year.”

For the 2021-22 school year, MRC dues have been set at **\$2150**. Please remit by
August 1 to the name/address listed above. Questions/concerns should be directed to
your local Activities/Athletic Director or myself at numbers listed above.

Thank you for your prompt attention to this matter. Have a nice summer.

Please note: Admission prices for MRC events were kept at \$6 for adults, \$4 for students for the
2021-22 school year.

Member Schools
BELLE PLAINE LESTER PRAIRIE LE SUEUR/HENDERSON MAYER LUTHERAN
NYA CENTRAL SIBLEY EAST TRI-CITY UNITED

ARLINGTON LIONS CLUB
PO BOX 961
ARLINGTON MN 55307

6/15/21

Pay to the Order of Sibley East Public Schools \$ 10
one hundred & 00/100 Dollars

 **ARLINGTON STATE BANK**
BANKING - INSURANCE

230 West Main PO Box 650
ARLINGTON, MN 55307
(607) 884-2256
www.arlingtonstatebank.com

For Track awards Eunice Beneke R
112

Track Award Donation

Biology Club Donations

© 2014 INTUIT INC. # 2728 1-800-433-8810

Community Insurance of Gaylord
118 4th Street N
P O Box 3560
Gaylord, MN 55334
(507) 237-2710

CASH ONLY REAL CHECK LOCK SECURITY WHEN LISTED TO CHECK AND INDICATED ON BACK

FIRST NATIONAL BANK MINNESOTA
209 MAIN AVENUE
GAYLORD, MN 55334
75-1331919

6/28/2021

\$ **25.00

DOLLARS

Details on Back



PAY TO THE ORDER OF SE EAST BIOLOGY DEPT

Twenty-Five and 00/100*****

PROTECTED AGAINST FRAUD

James M. [Signature]



11838

Intuit® CheckLock™ Secure Check

MEMO

SE EAST BIOLOGY DEPT

Erin's Body Shop, LLC
P.O. Box 508
Gaylord, MN 55334
507-237-5171

ProGrowth Bank
888.244.3480 / www.progrowth.com
75-876/919



6/30/2021

\$ **50.00

DOLL

PAY TO THE ORDER OF Sibley East School District

Fifty Only*****

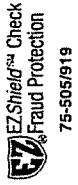


Annex [Signature]
AUTHORIZED SIGNATURE

MEMO

Biology Dept.

008395



Klehr Grading & Excavating, Inc.
Jeff & Wendy Klehr
22509 447th Avenue
Arlington, MN 55307-4900

DATE July 1, 2011
\$ 750.00
DOLLARS

PAY TO THE ORDER OF Sebley East Dist # 2310
Queen Mended Fifty Dollars \$ 50.00

Cornerstone State Bank
P.O. Box 128
Green Isle, MN 55338

MEMO Biology Club Donation
Wendy Anne Klehr

17263

THOMES BROS INC
507-964-2310
414 WEST MAIN, PO BOX 469
ARLINGTON, MN 55307

Date 6/27/21
75-432/919

Pay to the order of Lilly East School
Two Hundred and 00/100 Dollars \$ 200.00

ARLINGTON STATE BANK
230 WEST MAIN, P.O. BOX 650
ARLINGTON, MN 55307
(507) 964-2256

For Broacy Dept
RAT home

Biology Club Donations

©CHECKS UNLAUNDED - COUNTRY CLUB

MARY LYNCH HENNIES
720 MARION DRIVE
PO BOX 696
ARLINGTON MN 55307

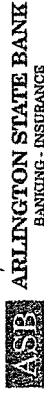
9117
75-432/919

June 22, 2021
Date

CHECK AMOUNTS
ARE PREVIOUSLY
RECORDED

Pay to the
Order of Sibley East Biology Dept. \$ 25.00
Twenty five and no/100 Dollars

Photo
Deposit
Circles on Back



ARLINGTON STATE BANK

BANKING - INSURANCE

230 West Main, PO Box 650
ARLINGTON, MN 55307

www.arsb.com

For

Mary Hennies
MP

Member Since

AMERICA THE BEAUTIFUL

Circle Number 1-800-310-0468 www.arsb.com

75-133/919

17133

DAVID E. BROCKHOFF
LAURIE M. BROCKHOFF
24089 - 361ST AVE. PH. 507-964-5902
HENDERSON, MN 56044

DATE 6-28-21

PAY TO
THE ORDER OF

Biology Department SE \$ 100.00
one hundred & no/100 DOLLARS

Money Amount
Entered on Back

FIRST NATIONAL BANK MINNESOTA
WWW.FNBMINN.COM

MEMO lab equipment

Laurie M Brockhoff

MEMO ONLY

6056

JEFFREY A. PINSKE
LIC. P-520-390-040-364
110 - 4TH AVE. NE PH. 507-964-5942
ARLINGTON, MN 55307

75-432/919
280566

DATE 6-25-21

PAY TO THE
ORDER OF SIBLEY EAST BIOLOGY DEPT. \$ 250.00
Two HUNDRED FIFTY & 00/100 DOLLARS



ARLINGTON STATE BANK

230 West Main, P.O. Box 650

ARLINGTON, MN 55307

(507) 964-2256

MEMO

Jeffrey A Pinsky

Biology Club Donations

JERRY'S HOME QUALITY FOODS

105 NW 1ST AVE
ARLINGTON, MN 55307

ProGrowth Bank

888.244.3490 / www.progrowth.com

75-876/919



6/16/2021

PAY TO THE ORDER OF **SIBLEY EAST**

\$ **1,000.00

One Thousand and 00/100*****

DOLLARS

SIBLEY EAST
PO Box 1000
Arlington MN 55307



[Signature]
AUTHORIZED SIGNATURE

MEMO

Security features. Details on back.



dba A-Town Tavern
Bullert Hospitality Group, Inc.
22900 411th Ave, PO Box 426
Arlington, MN 55307
320.583.7329



75-1157/919

22751

6-29-21

PAY TO THE ORDER OF *Sibley East Public Schools*

\$ *4,000.00*

Four thousand + no/100

DOLLARS

MEMO *Pay in full - sponsorship for Scoreboard*

Linnæa Bullert
AUTHORIZED SIGNATURE

Security features. Details on back.



BRAU MOTORS, INC.
502 W. MAIN ST. • P.O. Box 468
ARLINGTON, MN 55307
(507) 964-5539
www.braumotors.com



BUICK



ARLINGTON STATE BANK
230 West Main, P.O. Box 650
ARLINGTON, MN 55307
(507) 964-2256
75-432/919

27566

DATE
06/01/2021
#27566

AMOUNT
\$4,000.00

PAY **FOUR THOUSAND AND 0/100 DOLLARS**

TO THE ORDER OF
SIBLEY EAST PUBLIC SCHOOLS
202 3RD AVE. NW
P.O. BOX 1000
ARLINGTON, MN 55307

BRAU MOTORS, INC.
[Signature]
AUTHORIZED SIGNATURE

Baseball Scoreboard Donations

Security features. Details on back.

ARLINGTON BASEBALL ASSN.
ARLINGTON MN 55307

6-23-2021

6667
75-432/919



Pay to the Order of SIBLEY EAST SCHOOL

\$ 5,000⁰⁰

five thousand & 00/100 Dollars

ASB ARLINGTON STATE BANK
BANKING - INSURANCE

230 West Main PO Box 850
ARLINGTON, MN 55307
(507) 964-2256
www.arlingtonstatebank.com

For BASEBALL SCOREBOARD St. Peter



ARLINGTON AREA CHAMBER OF COMMERCE, INC.
P.O. BOX 543
ARLINGTON, MN 55307

5538



75-432/919

DATE June 21, 2021

PAY TO THE ORDER OF Sibley East

\$ 2,000.00

Two thousand & 00/100 DOLLARS

ASB ARLINGTON STATE BANK

230 West Main, P.O. Box 650
ARLINGTON, MN 55307
(507) 964-2256

FOR _____

Jayne Nelson

19118

JERRY'S HOME QUALITY FOODS

BOX 836
GAYLORD, MN 55334

ProGrowth Bank

888.244.3490 / www.progrowth.com

75-876/919



6/16/2021

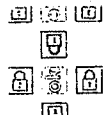
PAY TO THE ORDER OF SIBLEY EAST SCHOOL

\$ **1,000.00

One Thousand and 00/100*****

DOLLARS

SIBLEY EAST SCHOOL
PO Box 1000
Arlington MN 55307



[Signature]
AUTHORIZED SIGNATURE

MEMO

Baseball Scoreboard Donations

Security features. Details on back.

Legacy Designs



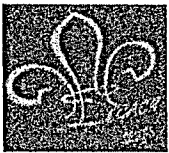
706 West Brooks Street
Arlington, MN 55307
legacydesignsmn@gmail.com
507-720-2951

6-10-2021

163

To: Sibley East Community Education (Summer Rec)

Quantity	Description	Unit Price	Total
15	Gildan Charcoal Grey Youth Small tshirt(Summer Rec logo on front location, Sibley Electric logo on back)	7.00	105.00
10	Gildan Charcoal Grey Youth Medium tshirt(Summer Rec logo on front location, Sibley Electric logo on back)	7.00	70.00
2	Gildan Charcoal Grey Adult Medium tshirt (Summer Rec logo on front location, Sibley Electric logo on back)	7.00	14.00
23	Gildan Dalsey Yellow Youth Small tshirt (Summer Rec logo on front location, Sibley Electric logo on back)	7.00	161.00
15	Gildan Dalsey Yellow Youth Medium tshirt (Summer Rec logo on front location, Sibley Electric logo on back)	7.00	105.00
	Shipping/Handling		
		Total Due	455.00



Due upon receipt

Thank you for your business!

Donation from Sibley Electric - they
will pay this invoice for Summer
Rec shirts

