

# Holly Area Schools

## Procedures and Regulations

A Guide for Athletes and Their Parents

**2022-23**



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Schedules: Download the Activity Scheduler app on you mobile device or visit our athletic website listed above

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## MISSION & VISION STATEMENTS

### *HOLLY AREA SCHOOL DISTRICT*

In partnership with parents and community, Holly Area Schools provides a safe, supportive and rigorous learning environment preparing every student to meet challenges of today and tomorrow.

Vision - Inspiring learners to shape tomorrow's world

### *HOLLY HIGH SCHOOL*

The mission of Holly High School is to provide a safe environment that encourages academic growth, creativity, personal development and productive citizenship.

### *HOLLY MIDDLE SCHOOL*

Our vision at Holly Middle School is to develop habits and skills that inspire us to be compassionate people, leaders, and lifelong learners.

### *ATHLETIC PHILOSOPHY*

The interscholastic sports program in the Holly Area School District is an integral part of the extracurricular activities and a vital part of the total educational program. All students have an equal opportunity to compete for positions on athletic teams, and it is the aim of the school district to encourage all who are interested and eligible to try out for interscholastic sports. The safety and welfare of our student-athletes will be the primary concern as these sports activities are planned and carried out.

Our interscholastic sports program will provide student-athletes an arena for achievement and success. Hopefully, this will develop a continuing interest and desire for lifelong physical activity. The sports program will provide the student body with a bond of common interest, emphasizing the importance of working together and will also furnish the community an opportunity for involvement and pride in the Holly Area School District.

Positive sportsmanship attitudes are encouraged and demonstrated at all times. The sports' programs will be designed with educational purposes in mind. Interscholastic athletic events will not place undue interference on the learning and teaching atmosphere of the school district.

All interscholastic athletic events will operate under the auspices of the Holly Area School District. These events are promoted and authorized by the Board of Education, whose responsibility is to set policies that meet the district's athletic philosophy. The administration and athletic staff will be responsible for the implementation of Board policies. The administration will also establish necessary rules and procedures to ensure acceptable standards of safety, sportsmanship, and competencies.

## LETTER TO STUDENT-ATHLETES

A new season brings different, fresh and exciting challenges and opportunities for you as an athlete. The privilege you have earned to be a part of an interscholastic athletic team at our school is a true extension of your work in the classroom. I hope you will benefit as much from your athletic experiences as you do from your academic endeavors. Acceptable levels of behavior on the playing field are best learned now, as the lessons learned will last a lifetime.

As an athlete, you are constantly in the public eye. You are a leader today. People look to your display on and off the field as a source of community pride. Many young people in our school look to you as a role model they would like to emulate. Due to this, keep in mind the three pillars of our athletic department: **Respect Everyone, Compete Every Day, and Enjoy the Experience.** These three pillars will serve as the embodiment of our student athletes and will be the expectation that we have for all of you.

Please take a moment to review the following guidelines, as we expect our student-athletes to display as leaders of our school. These guidelines will become part of your goals in preparing for the upcoming season. I hope it is a rewarding one for you.

Sincerely,  
Casey Lombard, RAA  
Director of Athletics

## **HOLLY HIGH SCHOOL INTERSCHOLASTIC ATHLETIC PROGRAM**

The Holly Area School District offers a varied program of interscholastic athletics. The purpose of this program is to aid in the development of leadership, cooperation, sportsmanship, competitive spirit, and physical well-being. Students in grades 9-12 may try out for any level team. It is our hope that all students have the experience of participating on one or more of the following athletic teams:

### **FALL SPORTS – BOYS\***

Cross Country - Varsity  
Football - FR, JV and Varsity  
Soccer - JV and Varsity  
Tennis - JV and Varsity

### **WINTER SPORTS – BOYS\***

Basketball - FR, JV and Varsity  
Bowling - JV and Varsity  
Hockey - Varsity (self-funded)  
Swimming - Varsity  
Wrestling - JV and Varsity  
Skiing - JV and Varsity

### **SPRING SPORTS – BOYS**

Baseball - FR, JV and Varsity  
Golf - JV and Varsity  
Lacrosse - Varsity (self-funded)  
Track and Field - Varsity

### **FALL SPORTS – GIRLS\***

Sideline Cheer - JV and Varsity  
Cross Country - Varsity  
Golf - Varsity  
Swimming - Varsity  
Volleyball - FR, JV and Varsity

### **WINTER SPORTS – GIRLS\***

Basketball - FR, JV and Varsity  
Bowling - JV and Varsity  
Competitive Cheer - Varsity  
Dance - JV and Varsity  
Skiing - JV and Varsity

### **SPRING SPORTS – GIRLS**

Lacrosse - Varsity (self-funded)  
Soccer - JV and Varsity  
Softball - JV and Varsity  
Tennis - JV and Varsity  
Track and Field - Varsity

(\*Girls may participate in football, hockey and wrestling. Boys may participate in the fall sideline cheer squads.)

(Self-funded = athletes on the team cover ALL costs incurred including coach, transportation, officials, uniforms, equipment, etc. These sports have been added due to student interest while the athletic department budget has not increased.)

## **HOLLY MIDDLE SCHOOL INTERSCHOLASTIC ATHLETIC PROGRAM**

**MS team(s) = any eligible student-athlete in grades 6,7 or 8 can participate.**

### **SEPTEMBER/OCTOBER – BOYS\***

Cross Country - MS teams  
Football - 7<sup>th</sup> grade and 8<sup>th</sup> grade teams

### **NOVEMBER/DECEMBER – BOYS\***

Wrestling - MS team

### **JANUARY/MARCH – BOYS**

Basketball - 7<sup>th</sup> grade and 8<sup>th</sup> grade teams  
Swimming - MS team (self-funded)

### **MARCH/APRIL/MAY – BOYS**

Bowling - MS team if volunteer coach

### **APRIL/MAY – BOYS**

Baseball - 8<sup>th</sup> grade team (self-funded)  
Tennis - MS team (if volunteer coach)  
Track and Field

### **SEPTEMBER/OCTOBER – GIRLS\***

Basketball - 7<sup>th</sup> grade and 8<sup>th</sup> grade teams  
Cross Country - MS team  
Sideline Cheerleading - MS teams

### **NOVEMBER/DECEMBER – GIRLS**

Volleyball - 7<sup>th</sup> and 8<sup>th</sup> grade A & B teams

### **JANUARY/MARCH – GIRLS\***

Competitive Cheerleading - MS teams  
Swimming - MS team (self-funded)

### **MARCH/APRIL/MAY – BOYS**

Bowling - MS team if volunteer coach

### **APRIL/MAY – GIRLS**

Softball - 8<sup>th</sup> grade team (self-funded)  
Tennis - MS team (if volunteer coach)  
Track and Field

(\*Girls may participate in football and wrestling. Boys may participate in sideline cheerleading.)

(Self-funded = athletes on the team cover ALL costs incurred including coach, transportation, officials, uniforms, equipment, etc. These sports have been added due to student interest while the athletic department budget has not increased.)

**Holly High School is a member of the Flint Metro League. Other members of the FML include:**

Brandon	Blackhawks	Royal Blue and White
Clio	Mustangs	Orange and Black
Corunna	Cavaliers	Black and Gold
Fenton	Tigers	Orange and Black
Flushing	Raiders	Orange and Black
Goodrich	Martians	Blue and Gold
Kearsley	Hornets	Blue and Gold
Lake Fenton	Blue Devils	Royal Blue and White
Linden	Eagles	Red and White
Owosso	Trojans	Blue and Gold
Swartz Creek	Dragons	Red and White

**Holly Middle School is a member of the Greater Flint Middle School League. Other members of the GFMSL include:**

Brandon	Blackhawks	Royal Blue and White
Carman-Ainsworth	Cavaliers	Royal Blue and White
Clio	Mustangs	Orange and Black
Corunna	Cavaliers	Black and Gold
Davison	Cardinals	Maroon and Gold
Fenton	Tigers	Orange and Black
Flushing	Raiders	Orange and Black
Goodrich	Martians	Blue and Gold
Grand Blanc East	Bobcats	Red and Black
Grand Blanc West	Bobcats	Red and Black
Kearsley	Hornets	Blue and Gold
Lake Fenton	Blue Devils	Royal Blue and White
Lapeer	Lightning	Blue and Green
Linden	Eagles	Red and White
Owosso	Trojans	Blue and Gold
Swartz Creek	Dragons	Red and White

**ATHLETIC DEPARTMENT PILLARS**

**Respect Everyone:**

Mutual respect is the foundation of any successful organization or department. Within educational athletics, respect is something that must be taught, modeled, and reinforced within every facet of the department. Coaches and student athletes will respect their teammates, opponents, and officials and conduct themselves in a manner that is sportsmanlike. Within each team, coaches will emphasize the importance of respect and model the type of behaviors they will expect out of their student athletes. Student athletes will conduct themselves in a manner that shows respect for all elements of the sport and will set a positive example for the youth in our community.

**Compete Every Day:**

Competition is the essence of sport. Whether competing against yourself to set a new personal record or competing against an opponent to work toward a victory, competition is at the heart of athletics. Our student athletes and coaches will compete to the best of their abilities every day to not only make themselves better, but to help Holly get better. Our athletic programs will be known for their grit, their team-first mentality, and their willingness to do all they can to be successful. Success will not always be measured in terms of wins and losses; it will be measured in how hard we compete and work toward our team goals.

**Enjoy the Experience:**

Educational athletics must be an enjoyable experience for student athletes and coaches. We want our student athletes and coaches to reflect back fondly on their experiences and remember the enjoyable times they had with their teammates. Student athletes will oftentimes remember these experiences much more than the win-loss record of the teams they were on or the statistics they were able to amass. Our athletic programs will strive to build these relationships amongst teammates and coaches that will serve as life-long bonds and memories that will stay with them well beyond their high school years.

## MHSAA CODE OF CONDUCT FOR COACHES

The Coach is the official representative of the school at interscholastic athletic activities. In this important capacity, these standards should be practiced:

1. Develop an understanding of the role of interscholastic athletics and communicate it to players, parents and the public.
2. Develop an up-to-date knowledge of the rules, strategies, precautions, and skills of the sport and communicate them to players and parents.
3. Develop, communicate and model policies for athletes' conduct and language in the locker room, at practice, during travel, during competition, and at other appropriate times.
4. Develop fair, unprejudiced relationships with all squad members.
5. Allow athletes to prove themselves anew each season and not base team selections on previous seasons or out-of-season activities.
6. Allow athletes time to develop skills and interests in other athletic and non-athletic activities provided by the school and community groups.
7. Give the highest degree of attention to athletes' physical well-being.
8. Teach players, by precept and example, respect for school authorities and contest officials, providing support for them in cases of adverse decisions and refraining from critical comments in public or to the media.
9. Teach players strict adherence to game rules and contest regulations.
10. Present privately, through proper school authorities, evidence of rule violations by opponents; and counteract rumors and unproven allegations of questionable practices by opponents.
11. Attend required meetings, keep abreast of MHSAA policies regarding the sport, and be familiar with MHSAA eligibility and contest regulations.
12. Present a clean and professional image in terms of personal appearance and provide a positive role model in terms of personal habits, language and conduct. Use of tobacco within sight of players and spectators and use of alcohol any time before a contest on the day of the contest is not acceptable.

## MHSAA CODE OF CONDUCT FOR ATHLETES

1. Know and adhere to the athletic code of the school.
2. Exceed all attendance and academic requirements as practical evidence of loyalty to school and team and proper philosophy of school-sponsored athletics.
3. Observe completely all policies regarding conduct, doing so as a duty to school, team and self.
4. Counsel with the Athletic Director over questions of eligibility.
5. Practice and play, giving complete effort in all circumstances and credit in victory to teammates and to opponents in defeat.
6. Accept favorable and unfavorable decisions, as well as victory and defeat, with equal grace.
7. Demonstrate respect for opponents and officials before, during, and after contests.

**Participation in extracurricular competitive interscholastic athletics is a student's privilege, not a right, that can be removed at any time for failure to meet the set standards and requirements of particular teams, school or school districts, leagues or conferences, and regional, statewide or national organizations to which the student's school belongs.**

## ELIGIBILITY RULES

**The existing regulations and policies of the MHSAA will determine eligibility...NO exceptions can be made to MHSAA regulations.**

*MHSAA – Summary of Eligibility Rules (High School Regulations)*

1. **Enrollment** – To be eligible for interscholastic athletics, a student must be enrolled in a high school no later than the fourth Friday after Labor Day (1<sup>st</sup> or 2<sup>nd</sup> trimester) or fourth Friday of February (2<sup>nd</sup> or 3<sup>rd</sup> trimester). A student must be enrolled in at least 66% of full credit load potential.
2. **Age** – A student who competes in any interscholastic athletic contests must be under nineteen (19) years of age, the exception to that is a student whose nineteenth birthday occurs on or after September 1<sup>st</sup> of a current school year.
3. **Physical Examination** – No student shall be eligible to represent a high school for whom there is not a physician's statement on file, in the offices of the superintendent, principal or the athletic director for the current school year. This statement must certify that the student has passed a physical examination and is physically able

to compete in athletic tryouts, practices and contests. (A physician's statement for the current school year is interpreted as a physical examination given after April 15<sup>th</sup> of the previous school year.) Additionally, there has been consent for disclosure to the MHSAA of information otherwise protected by FERPA and HIPAA for the purpose of determining eligibility.

4. **Maximum Enrollment** – A student shall not compete in athletics who has been enrolled in grades 9-12, inclusive, for more than eight semesters or twelve trimesters. The seventh and eighth semester OR the 10<sup>th</sup>, 11<sup>th</sup> and 12<sup>th</sup> trimester must be consecutive.
5. **Maximum Competition** – A student, once enrolled in grade 9 shall be allowed to compete in only four first and four second semesters OR four first, four second and four third trimesters. A student shall be limited to participation in only one sports season when that sport is sponsored twice during the school year.
6. **Undergraduate Standing** – A student who is a graduate of a regular four-year high school shall not be eligible for interscholastic athletics. Any foreign exchange student who has graduated from their school in their home country is ineligible.
7. **Previous Academic Credit Record** – No student shall be allowed to compete in any athletic contest who does not have to their credit in official school records, at least 66% of full credit load potential for a full time student. **In Holly, 66% is equivalent to passing four of five classes per trimester.**
8. **Current Academic Credit Record** – Academic eligibility checks of not more than seven weeks (trimesters) are required. If a student is not passing at least 66% of full credit load potential when checked, that student is ineligible for competition until the next check but not less than the next Monday through Sunday. **In Holly, 66% is equivalent to passing four of five classes per trimester. Grades will be checked at mid-term and at the end of each trimester.**
9. **Transfers** – Generally, a student must have had an accompanying change of residence from their parent or other persons with whom he or she has been living during the period of their last high school enrollment, into the district or service area of the school he/she now attends to be eligible their first semester. **(All transfer students must get clearance from the athletic director.)**
  - a. **New for 2019-20 School Year:** A student who plays in a scrimmage or a contest and transfers without meeting one of the 15 stated MHSAA Exceptions such as a full residential change, will not be eligible in **that sport for the next school year.** A student would have immediate eligibility in a sport not played in high school the previous school year.
10. **Undue Influence** – Any person or persons, directly or indirectly, associated with the school or its athletic program to secure or encourage the attendance of a student or the student's parents or guardians as residents of the school district, shall cause the student to become ineligible for a period of at least 90 scheduled school days and maximum of four years.
11. **Amateur Status / Awards** – Eligibility for interscholastic athletics at MHSAA member schools is limited to amateurs, meaning those student-athletes who have not received gifts of material or money and have not received other valuable considerations (see MHSAA handbook for details). A student may accept, for participation in athletics, a symbolic or merchandise award, which does not have a "fair market value" or cost in excess of \$40.00. Awards for the athletic participation in the form of cash, merchandise certificates, or any other type of negotiable documents are never allowed. A violation of this rule may lead to ineligibility. **(Should you have a question about amateur status, or non-school statewide / national events, contact the athletic director.)**
12. **Limited Team Membership** – A student who, after practicing with (including tryouts) or participating in an athletic contest or scrimmage as a member of a high school athletic team, participates in any athletic competition not sponsored by their school in the same sport season shall become ineligible for a minimum of the next three (3) contests and maximum of the remainder of the season in that school year.

#### *MHSAA – Summary of Eligibility Rules (Middle School Regulations)*

1. **Enrollment – Grades of Work** - To be eligible for interscholastic athletics, a student must be enrolled in a middle school no later than the fourth Friday after Labor Day (1<sup>st</sup> semester) or fourth Friday of February (2<sup>nd</sup> semester). A student must be enrolled in the school for which he/she competes.
2. **Age** - A **6<sup>th</sup> grade** student who competes in any interscholastic athletic contests must be under thirteen (13) years of age, the exception to that is a student whose fourteenth birthday occurs on or after September 1<sup>st</sup> of a current school year. **6<sup>th</sup> graders will be allowed to compete in the "individual" sports offered (bowling, cross country, sideline cheer, swimming, tennis, track & field & wrestling). 6<sup>th</sup> graders are not allowed to compete in team sports.** A **7<sup>th</sup> grade** student who competes in any interscholastic athletic contests must be under fourteen (14) years of age, the exception to that is a student whose fourteenth birthday occurs on or after September 1<sup>st</sup> of a current school year. An **8<sup>th</sup> grade** student who competes in any interscholastic athletic contests must be under fifteen (15) years of age, the exception to that is a student whose fifteenth birthday occurs on or after September 1<sup>st</sup> of a current school year. No student who is enrolled in the 6<sup>th</sup> grade may compete with/against 7<sup>th</sup> and/or 8<sup>th</sup> graders.



3. **Physical Examination** – No student shall be eligible to represent a high school for whom there is not a physician's statement on file, in the offices of the superintendent, principal or the athletic director for the current school year. This statement must certify that the student has passed a physical examination and is physically able to compete in athletic tryouts, practices and contests. (A physician's statement for the current school year is interpreted as a physical examination given after April 15<sup>th</sup> of the previous school year.) Additionally, there has been consent for disclosure to the MHSAA of information otherwise protected by FERPA and HIPAA for the purpose of determining eligibility.
4. **Maximum Enrollment** – Students in grades 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> grades are not limited in the number of semesters or trimesters in which they may be eligible for interscholastic competition.
5. **Maximum Competition** – Students enrolled in grades 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> grades are not limited in the number of semesters or trimesters in which they may be eligible for interscholastic competition.
6. **Undergraduate Standing** – 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> grade students who have satisfactorily completed enough credits to advance from a JH/MS may continue to be eligible to participate for that school as long as the student has not advanced and is eligible in all other respects.
7. **Previous Academic Credit Record** - No student shall be allowed to compete in any athletic contest who does not have to their credit in official school records, at least 50% of full credit load potential for a full time student. **In Holly, 50% is equivalent to passing three of six classes per trimester.**
8. **Current Academic Credit Record** – Academic eligibility checks of not more than ten weeks are required. If, when checked, a student is not passing, at least 50% of full credit load potential for a full time student, that student is ineligible for scrimmages and contests. **In Holly, 50% is equivalent to passing three of six classes per trimester.** That student is ineligible for competition until the next eligibility check, but not less than the next Monday through Sunday.
9. **Transfers** – Section 9 (transfer rule) does not apply to 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> graders.
10. **Undue Influence** - Any person or persons, directly or indirectly, associated with the school or its athletic program to secure or encourage the attendance of a student or the student's parents or guardians as residents of the school district, shall cause the student to become ineligible for a period of at least 90 scheduled school days and maximum of one year.
11. **Amateur Status / Awards** - Eligibility for interscholastic athletics at MHSAA member schools is limited to amateurs, meaning those student-athletes who have not received gifts of material or money and have not received other valuable considerations (see MHSAA handbook for details).
12. **Limited Team Membership** – A student who, after practicing (football) or participating in an athletic contest or scrimmage (all other sports) as a member of a JH/MS athletic team, participates in any athletic competition not sponsored by their school in the same sport season shall become ineligible for a minimum of the next two days of competition and maximum of the remainder of the season in that school year. EXCEPTION (August, 2018) – In all sports except football, during the JH/MS season (from the first day of practice until the last competition) a member of the school team in that sport may participate I a maximum of two non-school meets or contests in that sport while not representing their school.

## **ACADEMIC EXPECTATIONS and ACADEMIC PROBATION PROCESS**

Competing in athletics is a privilege, not a right. Athletes are expected to assume their responsibilities in adhering to athletic policies established by the athletic council, approved by the board and published in the Athletic Code of Conduct Handbook. Athletes represent themselves, their school, and their community, parents and team. Conduct at all times, both on and off the athletic field, will be of the highest standard. Coaches shall inform athletes of the conduct expected of them. Athletes (and their parents) can find the Athletic Code of Conduct (Student Athlete Handbook) on the [www.hollyathletics.org](http://www.hollyathletics.org) website and athletes will be given a copy of the coach's rules prior to participation each season.

A student-athlete, as defined by the Holly Area Schools, is any of the following:

- A. Member of an athletic team
- B. Team manager
- C. Cheerleader
- D. Student Trainer

**Students participating in athletics at the high school level** will be subjected to two (2) eligibility checks during their season. The first is in accordance with the MHSAA regulations, both the previous academic credit and current academic credit criteria. The board of education will mandate the second eligibility check.

The board of education mandates that students participating in athletics must be passing at least 4 (four) classes while maintaining a 2.0 GPA. Students who meet the MHSAA and the board of education's standard will be eligible to participate in athletics. Students who meet the MHSAA standard but who do not meet the board of education's standard will be placed on academic probation. Participation will then be determined by weekly progress reports turned into the Athletic Director every Thursday or Friday. Participation / non-participation will be determined by the weekly progress report. If the standards are NOT met, the student-athlete will be subject to one week of ineligibility (Monday through Sunday). Student-athletes who fail to turn in their progress report will be considered ineligible. Student-athletes who are on academic probation and fail to pass



four classes and/or earn the 2.0 requirement three times during the season will be dropped from the team. (If the athlete has shown weekly improvement on their progress reports (example 1.6 1.8 1.9) the Athletic Director may choose to extend their period of probation.) Students are expected to practice while on academic probation.

The Athletic Director will complete eligibility checks for all athletes in season every six weeks (mid-term and trimester grades will be checked.)

Incompletes, pending grades due to lack of attendance, or any other conditions from the previous semester may be made up during a subsequent semester, night school, summer school or tutoring. Eligibility may be reinstated during the next trimester when the school accepts credit.

**Students participating in athletics at the middle school level** will be subjected to two (2) eligibility checks during their season. The first is in accordance with the MHSAA regulations, both the previous and current semester criteria. The board of education will mandate the second eligibility check. Academic eligibility for seventh grade students will not be determined until the end of the first semester. The board of education mandates that at that time, and for the remainder of their middle school years, student-athletes must be passing five of their six classes in the previous and current semester. According to the MHSAA, a 7<sup>th</sup> or 8<sup>th</sup> grade student is ineligible if they are not passing 50% of their coursework (at least three classes). Middle school students must remain academically eligible year round. This means that the student's grades must be passing at the end of both the first and second semester in order to avoid being placed on academic probation.

#### *HOLLY AREA SCHOOLS – Summary of Eligibility Rules (High School Regulations)*

Holly High School student-athletes maintain a 2.0 GPA. Students who meet the MHSAA and HOLLY HIGH SCHOOL standard will be eligible to participate in athletics. Students who meet the MHSAA standard, but who do not meet the HOLLY HIGH SCHOOL standard, will be placed on academic probation. Participation will then be determined by weekly progress reports turned into the Athletic Director every Thursday, but no later than Friday (or last day of the week). Participation / non-participation will be determined by the weekly progress report. If the 2.0 standard is not met, the student-athlete will be subject to one week of ineligibility (Monday through Sunday). Students who fail to turn in their progress report will be considered ineligible. Students who are on academic probation and fail to earn the 2.0 requirement three times during the season will be dropped from the team. (Should the student-athlete demonstrate improvement each week, the Athletic Director may choose to allow the athlete to remain on the team and continue monitoring their progress.)

#### *HOLLY AREA SCHOOLS – Summary of Eligibility Rules (Middle School Regulations)*

*The middle school student athlete must be passing three classes at all times. Middle school coaches can figure student-athlete GPAs with the help of a middle school counselor. A coach can raise the state / Holly standard, but may not lower it. Should a coach wish to establish a team GPA requirement, he/she must have approval from the athletic director and the middle school principal.*

#### **MAKING THE GRADE – Tips for Successful Studying**

The three basic tools of education are: (1) TIME, (2) TEACHERS, and (3) TEXTBOOKS. Learn to use these tools correctly. Successful students come from continuous hard work and strong study habits; they are not “born”. Make an academic game plan. The following activities have proven to increase success for many athletes. Ask yourself, how many of them are you currently doing? If not all, then you have an idea of where to start in your new commitment to academic success.

- ❖ Go to class.
- ❖ Get a notebook, or a folder for each class.
- ❖ Get a calendar and write in all important information such as: due dates for assignments, dates of quizzes and tests, appointments with teachers, counselors, coaches, etc., practice times, game schedule, and work schedule.
- ❖ Know your due dates.
- ❖ Organize your time.
- ❖ Plan and budget the hours in a day.
- ❖ Commit to get organized.
- ❖ Analyze your time habits.
- ❖ Know your best “work time”.
- ❖ Pick a place to study.
- ❖ Quiet is far more effective than television or music.

- ❖ Study your hardest subject first.
- ❖ Study with a friend. Do your own work; use a friend for comparison and help
- ❖ Form a study group.
- ❖ Make lists.
- ❖ Devise a schedule.
- ❖ Set goals and deadlines.
- ❖ Stick with it!!! Don't procrastinate.
- ❖ Take your books to class.
- ❖ Listen in class.
- ❖ Take notes. Copy everything the teacher puts on the board...and MORE.
- ❖ Tune in, ask questions.
- ❖ Ignore other students and distractions.
- ❖ Take responsibility for becoming interested in your subjects.
- ❖ Read your textbooks.
- ❖ Study for tests. Pick out the important material. Make up your own questions. Review your notes.
- ❖ Short review sessions are better than one long one.
- ❖ Get to the test early, ready to go and focused. Get enough sleep.
- ❖ Take tests with confidence.
- ❖ Scan the whole test first. Answer all questions. Check your answers.
- ❖ Answer easy questions first. Stick with your first answer...go with your "gut" instinct.
- ❖ Budget your time.
- ❖ If you don't know an answer, try to reason it out by narrowing down your choices.
- ❖ Before writing an essay, jot an outline of major points.
- ❖ Be prepared - take your materials to class, arrive early, read the assignment and review your notes.
- ❖ Keep ALL class handouts and notes. Periodically review them.
- ❖ Ask for a tutor. Get help from a teacher.
- ❖ Get to know your teachers.

## **SCHOOL BOARD POLICIES**

School board policies can be found on the Holly Area School district website under the drag down tab titled Board of Education. Our policies include information on the following:

Policy # 2431	Interscholastic Athletics
Policy # 2431.01	Managing Heat and Humidity in Interscholastic Athletics Programs
Policy # 5340	Student Accidents
Policy # 5340.01	Concussions & Athletic Activities
Policy # 5532	Performance Enhancing Drugs
Policy # 5516	Student Hazing

## PHYSICALS

No student may practice for any athletic team until he/she has been examined and approved by a medical doctor for competition and until written consent to participate in the specific sport has been obtained from the parents or guardian. Parent's consent will not be necessary for students who have reached their 18<sup>th</sup> birthday. A student who is under a doctor's care for an illness or injury shall not be allowed to participate in an athletic practice or contest until he/she has written permission from the physician to do so.

## MULTIPLE SPORT ATHLETES / DUAL SPORT ATHLETES

**Multiple Sport** – Athletes are encouraged to play multiple sports within the school year...in other words, to be a multiple sport athlete. A few of the many reasons include:

1. sport skills transfer - All athletic movements transfer—quickness, running, jumping, agility, throwing, etc. For instance, jumping for a basketball is similar and builds the same muscles needed to push off the blocks and have a good kick in swimming
2. multi-sport HS athletes tend to have higher IQ's and have a higher level of academic success - Athletes develop a feel for any game they play. They are more creative and less mechanical in their approach.
3. multi-sport athletes are less likely to suffer burnout - Maintain your passion and fun by taking breaks and time off.
4. multi-sport athletes learn to compete – Each sport is different and requires different levels of focus and resiliency. To become mentally tough, athletes need to be in various sport situations that test their resiliency and ability to come back. If they learn to compete early, it will transfer into other areas later on. We can compete in anything.

**Dual Sport** - On occasion, a student may be interested in participating in two sports during the same season. This is occasionally allowed if the athletic director and both varsity coaches can reach an agreement. Many factors go into making this decision and therefore a meeting involving the athlete, parent, and athletic director is required once the varsity coaches have met. If you are considering becoming a dual sport athlete, contact the Athletic Director.

## TRYOUTS and TEAM SELECTION

No one can try out for a team unless they meet the MHSAA eligibility requirements at the time of tryouts. If a special situation is believed to exist, the athletic director will use their discretion in dealing with the situation.

### *Philosophy*

In accordance with our philosophy of athletics and our desire to see as many students as possible participate in the athletic program of the school district, we encourage coaches to keep as many students as they can on the team without compromising the integrity of the sport. Obviously, time, space, facilities, equipment, personal preference, and other factors will place limitations on the most effective squad size for any particular sport. However, when developing policy in this regard, we strive to maximize the opportunities for our students without diluting the quality of the program.

### *Cutting Policies*

- A. Choosing members of athletic squads is the sole responsibility of the coaches of those squads. The varsity coach is allowed to comment on the selection of athletes at every level.
- B. Lower-level coaches shall take into consideration the policies as established by the varsity coach.
- C. Prior to trying out, the coach shall provide the following information to all team candidates (written form preferred to verbal form, but either/both are permitted.)
  1. Extent of try-out period
  2. Criteria used to select team
  3. Number of athletes to be selected
  4. Practice commitment should they make the team
  5. Game commitments

## TEAM MEMBERSHIP

1. Once an athlete has decided upon a sport he/she wishes to try, he/she may not change to another sport without permission from the coach for the sport he/she is dropping and the permission of the coach for the sport he/she is adding. This change must also be in agreement with the Athletic Director. The length of the time the athlete has participated in the sport he/she is dropping and/or wanting to participate in will be a factor in deciding if the change will be allowed.
2. If an athlete wishes to change from one sport to another, he/she must do so prior to the first game of that season.
3. If an athlete is dropped from a team for disciplinary reasons, he/she may not go out for a next-season sport until after the last game their team plays in the dropped sport during that season.
4. Athletes are required to be in school when school begins on the morning following a previous night's game. Coaches and parents should impress this on their athletes.
5. Athletes must travel to and from away contests with the team (excluding Saturdays). Parents should be at the school waiting to pick up their child when the bus returns. In the event a parent has a justifiable reason to have the athlete

return with them rather than riding the school bus, that parent must sign the transportation waiver form and present it to the coach prior to departure.

6. During Out of School Suspensions (OSS), students are suspended from participation in all extra curricular activities, including athletic practices and contests. Suspended students are not permitted on school grounds without permission from the principal.
7. If a coach suspends an athlete from their team, the coach must notify the Athletic Director by the next morning stating the reasons for the actions.

### **PRE-SEASON PARENT MEETING**

**Each coach will hold a pre-season parent meeting and parents should plan on attending.** At this time parents will receive information regarding team rules, policies, practices, tournaments, transportation, etc... Parents who must miss this meeting are encouraged to contact the coach. Coaches will be encouraged to conduct their sport-specific parent meetings on the evenings of the Meet the Team Night for their season.

### **TEAM RULES / TEAM EXPECTATIONS**

A copy of team rules should be given to each team member and/or their parent at the parent meeting. Should this not occur, ask the coach for a copy. Each athlete may be asked to sign a form/contract stating they have received the rules, they will show them to their parents and that it is their (the athletes) sole responsibility to abide by the rules. (This procedure will hopefully alleviate any problems that we may have encountered at a later date during the season.)

The athletic department expectations include:

1. Follow the MHSAA Code of Conduct and School Board policies as printed in the Student-Athlete handbook (located the Holly Athletics website; go to more; go to info; go to Student Athlete Handbook).
2. Attend all practices, contests, team meetings & the banquet. Arrive early or be on time.
3. Attend classes; student-athletes are expected to be in class. Should you go home sick, stay home.
4. When provided, ride school transportation. The schedule indicates whether there will be round trip transportation or no transportation provided. If exception requested, get approval from your coach prior to the day of the contest.
5. Exhibit good sportsmanship towards teammates, opponents, officials, coaches and fans.
6. Work to excel in academics – HS - the MHSAA mandates passing 66% of school day (4 of 5 classes); MS - the MHSAA mandates passing 50% of school day (3 of 6 classes); HS - Holly mandates athletes maintain a 2.0gpa. Eligibility checks – middle and end of each trimester
7. Put team goals ahead of personal goals.
8. Report all injuries to the coach and the athletic trainer immediately. The trainer determines when you return to competition, not your parents and not your doctor.
9. Be a role model for students before, during and after school. You are considered an athlete 24-7-365.
10. Have pride in yourself, your team, and your school. Represent our school in a positive light and be proud to be a Broncho!
11. Properly care for your uniform and school equipment. Turn in school issued gear upon completion of the season. Uniforms should be clean. Items missing, torn, broken, etc... may result in a fee.
12. Work harder than the competition both in and out of season, never quit.
13. Learn from mistakes, accept the results, focus on the goal and never give up.
14. Complete the season in good standing in order to be considered for awards.

### **SHOULD A CONCERN ARISE...FOLLOW THE STEPS OUTLINED BELOW**

1. Review and comply with the "Parent-Coach Communication Guide"  
Adhere to the 24-48 hour rule – wait to speak with coach for 24 hours; don't wait longer than 48
2. The student-athlete should discuss any concern with the coach.
3. If not resolved, the student-athlete & parent should discuss the concern with the coach.
4. If not resolved, the student-athlete & parent should set up a meeting with the coach and athletic director.  
AD – Casey Lombard can be reached at 248-328-3243 or [casey.lombard@hask12.org](mailto:casey.lombard@hask12.org)  
**Only in extreme instances should the athletic director be contacted prior to the coach.**
5. If not resolved, the student-athlete & parent may choose to meet with the principal.

### **DRESS**

We expect our athletes to dress appropriately and project a favorable image of our schools. The school dress code applies at all athletic events. It is the coaches' responsibility to monitor students' grooming and dress. The way our athletes dress is a direct reflection on Holly Area Schools and the Holly community.

## SCHOOL COLORS

Our school colors center around Red and White; Red and Grey; Red, White & Grey. Black is NOT a school color and should not be used in uniforms or spiritwear without prior approval from the athletic director.

## VACATION, WEEKEND, and HOLIDAY PRACTICES

Coaches may wish to hold a practice/practices over the weekends, holidays, and during school vacation closures in order to be prepared for upcoming contests. Every athlete is a valuable member of the team and will be missed should they miss a practice/contest. Practice plans will need to be altered when an athlete is unable to attend. Therefore, any athlete who must miss a practice or contest must provide written permission from a parent/guardian to their coach as soon as they know they will need to miss. The note should state the reason for missing the practice/contest. It is expressly understood that attendance at these practices is voluntary on the part of the athlete. It is further understood that attendance, or lack thereof, at vacation practices will not be used as criteria to determine whether an athlete may participate in upcoming athletic contests. (In other words, an athlete cannot be penalized for missing practice, however, a teammate who has attended vacation practices may have, in the coach's mind, earned the opportunity to play.)

## INJURIES

Athletes need to be open and honest with the coaching staff regarding their medical condition. At the high school, the coach can send the athlete to see the athletic trainer. If an athlete is seriously injured and needs attention, the coach will contact their parents. If an ambulance is necessary, the coach or trainer will call for one. **Holly Area Schools is not responsible for ambulatory costs.** Whenever possible, an adult will ride with an athlete in the ambulance to the hospital and await the arrival of the athlete's parent(s).

## CONCUSSION PROTOCOL – MS and HS athletes

**NOTIFY the ATHLETIC TRAINER IMMEDIATELY when a concussion is suspected. KEEP IN TOUCH.**

\*\*\*All MHSAA and non-MHSAA sports will follow the current MHSAA concussion protocol.\*\*\*

*“Any athlete who exhibits signs, symptoms, or behaviors consistent with a concussion (such as loss of consciousness, headache, dizziness, confusion, or balance problems) shall be immediately removed from the contest and shall not return to play until cleared by an appropriate health care professional.”*

The above language in italics, which appears in National Federation of High School sport rule books, reflects a strengthening of rules regarding the safety of athletes suspected of having a concussion. This language reflects an increasing focus on safety and acknowledges that the vast majority of concussions do not involve a loss of consciousness. This protocol is intended to provide the mechanics to follow during the course of contests when an athlete sustains an apparent concussion.

1. The officials will have no role in determining concussion other than the obvious one where a player is either unconscious or apparently unconscious as is provided for under the current rule. Officials will merely point out to a coach that a player is apparently injured and advise that the player should be examined by a health care provider for an exact determination of the extent of injury.
2. If it is confirmed by the school's designated health care professional that the student did not sustain a concussion, the head coach may so advise the officials during an appropriate stoppage of play and the athlete may reenter competition pursuant to the contest rules.
3. Otherwise, if competition continues while the athlete is withheld for an apparent concussion, that athlete may not be returned to competition that day but is subject to the return to play protocol.
  - a. The clearance may not be on the same date on which the athlete was removed from play.
  - b. Only an M.D., D.O., Physician's Assistant or Nurse Practitioner may clear the individual to return to competition.
  - c. The clearance must be in writing and must be unconditional. It is not sufficient that the M.D., D.O., Physician's Assistant or Nurse Practitioner has approved the student to begin a return-to-play progression. The medical examiner must approve the student's return to unrestricted activity.
  - d. Individual schools, districts and leagues may have more stringent requirements and protocols including but not limited to mandatory periods of inactivity, screening and post-concussion testing prior to or after the written clearance for return to activity.

**See the MHSAA Protocol information on the MHSAA website for additional information. The athletic trainer will determine when the student-athlete returns to competition. A 'clearance' note from a physician will simply begin the athletic trainer's return to play protocol and does NOT mean the athlete is cleared for practices and competition.**

## RETURN TO PARTICIPATION FOLLOWING AN INJURY

Athletes who are out of school for three or more days due to injury may not attend practice sessions or participate in competition without written permission from a physician. During the time athletes do not participate, they cannot dress in uniform; they may sit on the team bench. An athlete must have a physician's permission to return to practice or competition if he/she has sustained any injury that requires a visit to a physician.

## MEDICATIONS

**At NO time is a coach allowed to dispense medications to an athlete. This includes prescription and non-prescription meds.**

## MEDICAL POLICY AND INSURANCE PROGRAM

The Board of Education does NOT assume responsibility relative to medical expenses. Athletic participation is voluntary, and the student and their parents participate with the knowledge that athletic training and competition involve the risk of injury, even death. The school district does NOT provide insurance, hospitalization, nor ambulance service coverage for its athletes. This is the sole responsibility of the parent(s). All injuries must be reported immediately by the athlete to the coach and subsequently to the athletic trainer; and when injuries are serious in nature, to the athletic director.

## NUTRITION

Proper nutrition is essential to fuel the body for competition. At the pre-season parent meeting, coaches may give nutrition information to the athletes and their parents. Parents need to know what types of food/beverages they should pack (or allow their kids to pack) for pre-game meals, Saturday tournaments or between game snacks.

## PERFORMANCE ENHANCERS / STEROIDS

Public Law 187 (SB 706) – **Prohibits school employees or volunteers** from selling, marketing, promoting or distributing performance enhancing compounds to students who have contact with that employee or volunteer as part of that individual's duties (i.e. a coach). A performance enhancing stimulant includes: amino acids, hormone precursors, herb or other botanical, or other substance that is not an essential vitamin or mineral taken orally, or through the nose, or inhaled through the mouth. The act took effect on February 23, 2000. (Also, this law covers androstenedione, creatine and any compound labeled as performance enhancing.)

### *The National Federation of High Schools on Anabolic Steroid Use*

Anabolic steroid use at the high school level is of concern. Some athletes in sports to improve athletic performance and/or to enhance the body in a cosmetic way use steroids. A recent study indicates that more than six percent of high school seniors use steroids. About two-thirds of these seniors who admitted using steroids tried steroids before the age of 16. The use by high school and middle school age youth may be on the increase. **High school coaches may not be able to prevent the use of steroids altogether, but they can clearly and forcefully discourage their use.** Coaches should take a proactive role in prevention.

First, coaches should learn about steroids, what they do and what they will not do. Then they should provide this information for their athletes. Steroids, with proper diet and weight training, can increase muscle development, however, as is typical with most get-rich-quick schemes, steroid use has potentially serious short-and long-term consequences that must be addressed. Most coaches would never promote steroid use intentionally.

**Total silence by coaches, however, condones use in some young people's minds.** Even though steroids may not be mentioned when it is suggested to an athlete that their success is limited only by a lack of weight and/or strength; without a disclaimer that statement can be a motivation to use steroids. The alluring nature of the drug that allows for development of increased weight under the aforementioned circumstances is a coercive power that is difficult for the individual to resist without knowing the drug's side effects.

While steroid use is not rivaling the use of alcohol and other drugs in schools, it is a concern; the issue goes beyond protecting the health of students: **the use of steroids in sports is cheating.** We stand opposed to the use of steroids by athletes and all members of the student body because of both health and ethical concerns.

## OFFICIALS

Just like coaches, officials normally have a "day job" and it is not that of officiating. They are on the field, court, mat, stand, sideline, or diamond because they enjoy the sport and want to be involved in high school athletics. They are human and will make mistakes, just like us. It is appropriate for a coach to ask for a call clarification. It is inappropriate for the athlete, coach or parent to verbally harass an official. Good sportsmanship is expected at all times. The coaching staff will rate the officials at the end of the season.

## **SUPERVISION**

It is the coaches' responsibility to supervise their athletes until they are picked up by a parent/friend after a practice or contest. **At no time is it acceptable to leave a student at the school.** This is especially critical at the middle school level. Parents entrust their child to the coach; coaches cannot ignore this fact and leave the child at school. Also, it is unacceptable to leave a group of athletes at school. **Parents, please pick up your child at the conclusion of practice, oftentimes, coaches have families or other commitments that require them leaving in a timely fashion. Failure to pick up your child on a regular basis may result in eventual dismissal from the team.**

## **LOCKER ROOM AND GYM**

1. Athletes are responsible for making sure both the locker room and facility are clean after practices and contests, both home and away.
2. Athletes will be issued a locker by the coach. **The athletes must provide their own lock.**
3. **Athletes are responsible for making certain their personal and school belongings are secured in a locked locker. Holly Area Schools are not responsible for lost or stolen items.**
4. Athletes should never bring large sums of money or valuable jewelry to school.
5. Image-taking devices are NOT allowed in the locker room. (Public Act 155, effective September 1, 2004, makes it a felony punishable by five years in prison, a \$5,000,000 fine or both to "photograph, or otherwise capture or record, a visual image of this nature or to distribute, disseminate or transmit for access by any other person a recording, photograph or visual image the person has reason to know was obtained in violation of this law".
6. Athletes are not allowed in the coach's office without permission.

## **WEIGHT ROOM/FITNESS CENTER**

The fitness center is for the students of Holly High School. Athletes who use this room must abide by the following rules or they will be dismissed. The room will be open only when supervision from a coach or staff member is available. Adults supervising this facility must have emergency numbers readily available for each athlete they are supervising. Please use care when using this center and the equipment in it. The user assumes risk.

1. Athletes are not permitted in the weight room without a coach.
2. Coaches must supervise all activities.
3. No tobacco, gum, glass, drinks or food will be allowed in the weight room.
4. Shirts and athletic shoes must be worn at all times.
5. When using free weights, spotters must be used for all lifts over the head and body.
6. Coaches and athletes are responsible for making sure the weight bars are cleared, weights are stacked according to stickers on machines, the weight room is clean, the stereo and lights are turned off and doors locked when leaving.
7. No rough housing or horseplay allowed.

## **TRAINING ROOM**

We are fortunate to have an outstanding trainer available to our athletes and the trainer will be in the training room at approximately 2:00 p.m. daily and ready to see athletes after the school day. Open and honest communication is extremely important. An athlete's doctor or the trainer will make the decision as to whether or not the athlete is ready for practice/competition, not the coach or the parent. The high school training room is not a gathering place for athletes to chat prior to or after practices. Only those who need services will be allowed in the room. Athletes are not allowed to take supplies from the training room without the consent of the athletic trainer.

## **POOL**

The pool is used not only by our swim team, but for other sport specific training. This facility should be cleaned and locked when practices/meets are over.

1. At no time is a person allowed to swim unsupervised. (Supervision = trained lifeguard on deck)
2. No running on the pool deck. Horseplay is not allowed.
3. Swimsuits must be worn at all times. Deck shoes are encouraged.
4. Swimmers are not allowed to track water into the hallways and commons.
5. Swimmers who do leave the pool area should have on a team warm-up, T-shirt, or cover-up.
6. The doors at the West End of the pool will be kept closed at all times. The pool and air temperatures will be regulated by trained maintenance personnel not swim coaches or swimmers.

## **TRANSPORTATION / BUS ETIQUETTE**

1. **The Athletic Director will arrange for all transportation to away weekday contests when transportation is provided by the school. Round trip transportation will be utilized, except for Saturdays and when extenuating circumstances are present.**
2. The bus schedules will be issued to all athletes by their coach.



3. Athletes will not board the bus at any time until the coach is present. Everyone will board the bus together. Coaches should verify before leaving that all athletes, coaches and managers are present.
4. All athletes should travel with the team to away contests. Should an athlete need to drive to the contest, they must have written permission from a parent/guardian, follow the bus and they are not allowed to transport any other athletes.
5. No bus will leave unless the coach or chaperone is on the bus. (Exceptions: shuttle buses for athletes who practice off campus.)
6. When food is taken on the bus, it will be the responsibility of the coach and athletes to make sure all refuse is picked up and deposited in a trash container.
7. Athletes are to remain in their seats when on the bus. This means no walking around, standing up and banging on the ceiling, hanging out of the window, yelling out of the bus or making any obscene gestures from inside the bus to a passerby.
8. **\*\*\*SATURDAY TRANSPORTATION – The school district will not provide transportation to Saturday tournaments. Parents are expected to transport their child to the contest unless transportation is arranged by the coaching staff. Any parent willing to drive must fill out the necessary transportation forms and submit required documentation. (They may be obtained from the coach or picked up in the athletic office.) Athletes are not allowed to transport other athletes.**
9. Athletes who act inappropriately on the bus will face consequences deemed appropriate by the coach and athletic director.

## ADMISSION FEES

Gate receipts are an important component of the athletic revenue budget. We depend on ticket sales to help balance the budget. Single game tickets at Holly Middle School are \$3 for all spectators. Single game tickets at Holly High School range are \$5. The MOST COST EFFECTIVE way for you to attend athletic competitions is to purchase the **All-Sports Punch Card**. Punch cards can be purchased upon arrival to an athletic contest or may be purchased in the athletic office. 8 entry punch cards cost \$20. Ticket prices are set by the Flint Metro League. When we participate with schools in other leagues, prices may vary. The All-Sports Punch Card is not valid at any MHSAA tournament or at a tournament run as a fundraiser by a team.

## SCHEDULES / GOING TO THE GAME???

Sport specific schedules can be found on our school's athletic website ([www.hollyathletics.org](http://www.hollyathletics.org)) and will be distributed to the athletes by their coaches. In order to access a schedule via the website, go to [www.hollyathletics.org](http://www.hollyathletics.org), use the MORE tab on the top of the screen, and click on 'all MS and HS schedules'. On the right you will find a listing of our teams, click on the team of your choice. You can also print multiple schedules together by highlighting more than one schedule. If an away contest, by clicking on the school to which we will be traveling, you will be given direction from the high school to the away venue.

*The Activity Scheduler app is also another resource that can be downloaded for free on your mobile device.*

## MIDDLE SCHOOL CONTEST LOCATIONS

Parents can download a middle school contest location chart from the Holly Athletics webpage <http://www.hollyathletics.org/> then go to more then go to forms) middle school contests are not always played at the opponents middle school, please review this sheet before departing.

## FLINT METRO LEAGUE WEBSITE

The Flint Metro League has a website. Go to <http://www.flintmetroleagueports.com/> for interesting and up-to-date FML information.

## OVERNIGHT TRIPS

**All overnight trips must receive school board approval.** The coach will make hotel reservations and details will be submitted to the athletic director. The coach will assign rooms and athletes will be given a curfew. Parents who are also staying in the hotel are expected to set a good example for the athletes.

## GAME SUSPENSION POLICIES (Inclement Weather Affecting Outdoor Venues)

- I. On threatening days, game management should consult with contest officials about steps to be followed if conditions worsen.
- II. When suspending an outdoor contest, officials and game management shall follow these policies.
  - A. When lightning is observed or thunder is heard, the contest must be suspended. The occurrence of lightning or thunder is not subject to interpretation or discussion — lightning is lightning; thunder is thunder.
  - B. Severe weather in the form of rain or snow may make the field unplayable.

- III. When a contest is suspended, the home school administration shall attempt to arrange for the security of all participants.
  - A. Contestants and support personnel shall be moved to appropriate indoor facilities.
  - B. When lightning is observed or thunder is heard and the contest is suspended, contestants shall not return to the playing field until lightning has been absent from the local sky and thunder has not been heard for 30 minutes.
  - C. Spectators shall be advised of the action being taken to seek shelter. (Some hosts may be able to offer shelter to spectators but are not required to do so.) considering resumption of competition, the following steps shall be followed.
- IV. In considering resumption of competition, the following steps shall be followed.
  - A. Delays for contests scheduled prior to 3 p.m. must not exceed three hours. Delays for contests scheduled for 3 p.m. or later must not exceed one and one half hour. Delays on nights not followed by school for all the competing teams may be longer by mutual agreement of participating schools. A postponed contest shall be rescheduled on a date/time mutually agreed to by the schools involved.
  - B. A decision to resume the contest within the time frame must be made by the officials who shall consult the home team administration and visiting school administration present at the contest.
  - C. The home school is responsible for facilities and will be given priority consideration in the final decision if there is not consensus among the three parties.
  - D. The final decision shall consider liability and conditions of facilities as well as future schedules, need to play the contest and finally the quality of all other options.

Note: MHSAA tournament policies for MHSAA tournament contests, or more restrictive local policies for regular season contests would supersede these policies and should be shared with the opponents and officials prior to the contest, preferably in writing.

Otherwise, and to the extent allowed by the playing rules code, the official(s) shall make the final decision regarding game suspension once the game begins.

## TEAM PICTURES

**HS and MS – LA Photography** will photograph our HS student athletes.

LA Photography phone number is 248-459-4337 and their website address is <http://www.lasphotography01.com>

## BANQUETS

A team banquet (party, gathering) will be held at the end of the season to celebrate the successes of the team. Athletes will be notified (and they will notify their parents) of the date, time and location of the banquet at least two weeks prior to the banquet. Banquets may be held at the high school, middle school, a restaurant or an alternative location.

## AWARDS

1. Middle school athletes will be awarded a certificate.
2. The Varsity letter is red with a white border.
3. A championship letter is white with a red border.
4. An athlete will receive only one set of numerals, only one varsity letter, and only one sport specific insert during their high school career.
5. An athlete who wins a second, third or fourth varsity award in the same sport will receive a certificate and a bar. Bars indicate the number of varsity letters the athlete has won.
6. An athlete may be awarded their numerals if they participate on three varsity teams and will never participate at the FR or JV level.
7. The JV award is an embroidered Broncho head.
8. Captains of a varsity sport are entitled to receive a star inset.
9. Managers – same as above regulations except MGR designation will be on the varsity letter.
10. **Each varsity coach will determine the amount of playing time that will constitute the awarding of a letter.** Seniors who have not won a letter in the sport and stay out for the team all season will receive a varsity award even though they do not have enough playing time (providing their conduct and attitude merit it).
11. **Varsity Team only awards –**
  - Sportsmanship    Handshake medal
  - Leadership       Torch medal
  - Scholar-Athlete    Lantern/Book medal (Awarded to the junior or senior with the highest GPA.)
  - Most Dedicated    Sport specific medal
  - Most Improved    Sport specific medal
  - Teamwork        Sport specific medal
  - MVP              plaque

### TRIPLE THREAT AWARD

Any athlete who letters in three or more varsity sports in a single year will be presented a Triple Threat certificate and t-shirt at the May spring sports/senior pep assembly. These athletes will also be invited to and honored at the end of the year sports banquet held in June in the commons and auditorium.

### “ATHLETE OF THE WEEK” INFORMATION

The State Bank of Fenton holds an “Athlete of the Week” contest each week of the fall, winter and spring sports seasons. The schools involved are Fenton, Hartland, Holly, Lake Fenton and Linden. **It is the responsibility of the varsity coach submit an “Athlete of the Week” nomination by 8:00 a.m. every Monday morning while in season.** Athletes chosen (not nominated) will receive a certificate & key chain/medal from the State Bank and T-shirt from the athletic director.

### ATHLETIC TEAM JACKETS

Athletic team jackets shall be red with white or gray trim. School monograms awarded for athletic participation should be placed on the upper front left panel of the jacket. Numerals should be sewn on the right sleeve. Bars and inserts are to be placed on the letter. The embroidered Broncho should be sewn on the upper right panel of the jacket or on either sleeve.

### FUNDRAISING ACTIVITIES

Each coach will determine whether or not their team needs to raise money to purchase items their athletic budget cannot cover. Each coach will be responsible for making all of the necessary arrangements, depositing the money in their team’s internal account, and requesting “wanted/needed” items to be purchased. Prior to raising money, athletes will know what the money is intended for. Occasionally, money may be used to “have in reserve” for miscellaneous purchases. Money raised by the coach or team members will remain in the internal account until items have been purchased. At no time will the coach or athletes be allowed to “pocket” money that has been fundraised. Holly coaches and athletes will adhere to MHSAA guidelines regarding money for camps, clinics, etc.

### ATHLETIC BOOSTER CLUB

The Boosters are a vital organization and the athletic department relies heavily on their support. All parents are encouraged to get involved. Please contact the athletic office for additional information or attend a meeting. Meetings are held in the teachers’ lounge at the high school. The boosters support ALL of our sport teams in one way or another.

### REGISTRATION FEE

Due to increased costs and the desire to maintain the sport offerings that we currently have, all high school athletes will be required to pay a ONE-TIME (each year) registration fee of \$125 while the middle school ONE TIME (each year) fee is \$50. There will be a separate fee for the self-funded sports of MS baseball, MS bowling, MS softball, MS Swim, HS hockey, and HS lacrosse. All athletes are encouraged to participate in each the fall, winter and spring seasons. The fee should be paid prior to the teams’ first contest. Payment may be made via check made payable to Holly Athletics or payment may be made online.

### TRANSFER STUDENTS and FOREIGN EXCHANGE STUDENTS

**ALL** new students need to report to the athletic director to determine eligibility **before they practice with the team.** **Coaches will refrain from determining eligibility for any student.** Also, if you know that a student new to Holly Area Schools is considering playing sports, direct them to the athletic director immediately; do not wait until the first day of the season. Determining eligibility may take correspondence with the MHSAA.

### UNDUE INFLUENCE or RECRUITING – MHSAA REGULATION

The use of undue influence for athletic purposes by any person or persons directly or indirectly associated with the school to secure or encourage the attendance of a student or the student’s parents or guardians as residents of the school district shall cause the student to become ineligible for a minimum of one semester and a maximum of one year. The offending school shall be placed on probation for one year and the offending coach or coaches not be permitted to coach at that school for a one-year period, and shall not coach at any other MHSAA member school in any tournament in any sport. Examples of undue influence include but are not limited to:

- 1 Offers of or acceptance of financial aid to parents, guardians or student;
- 2 Reduced or eliminated tuition and/or fees;
- 3 Any special privileges not accorded to other students, whether athletes or not;
- 4 Transportation allowances;
- 5 Preference in job assignments;
- 6 Room, board or clothing;
- 7 Promotional efforts and admission policies for athletes, which are in excess of efforts for other students.

### NCAA ELIGIBILITY CENTER / RECRUITING

If a student-athlete thinks they want to practice/play their freshman year at an NCAA Division I or Division II college, they must satisfy the requirements of the NCAA. This requires that they must be certified through the NCAA Initial Eligibility Clearinghouse. Student athletes should check with their high school guidance counselor immediately to obtain proper forms, requirements and/or website information. **Students should contact the athletic director, as early in their HS career as possible, for CoreCourseGPA information necessary to determine eligibility.**

#### **OUT-OF-SEASON REGULATIONS (per MHSAA)**

These limitations out-of-season apply to COACHES:

1. **Outside the school season during the school year** (from Monday the week of August 15 to the last day of the school year for that school), school coaches are prohibited from providing coaching at any one time under one roof, facility or campus to more than three or four students in grades 7-12 of the district or cooperative program for which they coach. This applies only to the specific sport(s) coached by the coach, but it applies to all levels and both genders, whether the coach is paid or volunteer (e.g., a volunteer JV boys soccer coach may not work with more than three or four girls in grades 7-12 outside the girls soccer season during the school year.)
2. **Outside the school season during the summer when school is not in session** (after the last day of the school year for that school year).
  - A. During the summer prior to Monday the week of August 15 coaches are limited to 15 days when they can coach in competition students in grades 7-12 of their school district if the teams involve more than the following number of players: Basketball – 3; Soccer – 7; Volleyball – 3. In football, a maximum of 7 players at one time may engage in organized competition with their school coach present for a maximum of 7 days (more than 7 players may be present). In addition, informal activities (with footballs, helmets and football shoes – not sleds and dummies) may take place on any number of days during the summer as long as no more than 7 students in grades 7-12 of the district are assembled with a football coach of that district. These 15 (or 7) days with competition in the summer are subject to the same out-of-state travel limits that apply to school teams during the school season under Regulation II, Section 6, except for camps conducted within Michigan.
  - B. During the summer prior to August 1, football coaches may participate at bona fide summer football skills camps where more than 7 students from their school district in grades 7-12 are participating.
    1. Bona fide football camps are those sponsored by institutions or business enterprises including: colleges, individual schools or intermediate school districts, community school programs, etc.
    2. The camps must be open to students from any school district, and are subject to player equipment limitations of shoes and helmets. Sleds and dummies may be used at these camps.
    3. Camps limited to students entering grades 9-12 must be promoted and advertised in public media to be open to students from more than one high school.
    4. Camps sponsored by a high school and limited to students entering grades 9-12 may not extend more than 10 days total.
  - C. Fall Sports Dead Period: In addition, from August 1 to Monday the week of August 15, coaches of fall season team sports are subject to these player limitations as they coach students in grades 7-12 of their school district: Girls Basketball – 3; Football – 7; Boys Soccer – 7. There is to be no competition between groups that resemble school teams with their school coaches in these sports during this period.

#### **FORFEITURES, VIOLATIONS and DISQUALIFICATIONS**

- A. Accidental, intentional, or other use of ineligible players shall result in forfeiture of all games in which the ineligible players participated.
- B. If a team is removed from competition in protest, the contest is forfeited to the opponent and the coach and principal of the removed team must appear before the Executive Committee of the MHSAA.
- C. If the coach is ejected from the contest and an assistant coach, or assigned school representative is not available to continue as the coach, the event is forfeited to the opponent.
- D. **When a student is disqualified during a contest for unsportsmanlike conduct, that student shall be withheld by their school for at least the next contest for that team. Additional consequences may result should an athlete be ejected from a contest.**

**HAZING – It is simply NOT allowed. HAZING IS A CRIMINAL OFFENSE!!!** Senate Bill 0783 and 0784 became law and took effect on August 18, 2004. . . It is now Public Act 750.411t (2004) can be found in the back of this guidebook.

#### **What is hazing?**

Hazing is any intentional, knowing or reckless act, occurring on or off school property, by one person alone or with others, that is directed at a student and that endangers the mental or physical health of that student. Examples might include, but are not limited to the following:

Any type of physical brutality.

Any type of physical activity that subjects a student to unreasonable risk of harm.

Any type of activity involving the consumption of alcoholic beverages or drugs.

Any activity that intimidates or subjects a student to extreme mental stress, shame or humiliation.

Any activity that induces a student to break the athletic code of conduct, school rules, or the law.

### **What are some myths about hazing?**

1. *Unity Builder.* Hazing does not build unity. It separates the team into the “hazers” and the “hazees”.
2. *Motivator.* Hazing does not motivate team members. It hinders achievement, damages self-esteem, causes emotional strain, and physical harm.
3. *Harmless Fun.* Hazing damages people and teams. Hazing doesn’t just hurt the people who were targets; it hurts everyone!

### **How do you know if it’s hazing?**

- ✓ Is this activity an educational experience?
- ✓ Does it conform to the values and ideals of high school sports?
- ✓ Would you be willing to allow your parents to witness this activity?
- ✓ Would you be able to defend this activity in a court of law before a judge and jury?

### **Who is responsible for reporting hazing?**

You are. If you witnessed a hazing incident or were hazed, you are responsible to report it. Talk to your coach, your parents, your athletic director, your counselor, or some other responsible adult. When you report a hazing incident, you are protected from retaliation. Reporting it is the first step to stopping it.

### **Holly Board of Education Policy # 5516 5516 - STUDENT HAZING**

The Board of Education believes that hazing activities of any type are inconsistent with the educational process and prohibits all such activities at any time in school facilities, on school property, and at any District-sponsored event.

Hazing shall be defined for purposes of this policy as performing any act or coercing another, including the victim, to perform any act of initiation into any class, group, or organization that causes or creates a risk of causing mental, emotional, or physical harm.

Permission, consent, or assumption of risk by an individual subjected to hazing shall not lessen the prohibitions contained in this policy.

Hazing involves conduct such as but not limited to:

- A. illegal activity, such as drinking or drugs;
- B. physical punishment or infliction of pain;
- C. intentional humiliation or embarrassment;
- D. dangerous activity;
- E. activity likely to cause mental or psychological stress;
- F. forced detention or kidnapping;
- G. undressing or otherwise exposing initiates;
- H. forced consumption of any item, such as liquids or food.

Administrators, faculty members, and other employees of the District shall be alert particularly to possible situations, circumstances, or events which might include hazing. If hazing or planned hazing is discovered, the students involved shall be informed by the discoverer of the prohibitions contained in this policy and shall be ordered to end all hazing activities or planned activities immediately. All hazing incidents shall be reported immediately to the Superintendent. Students, administrators, faculty members, and other employees who fail to abide by this policy may be subject to disciplinary action and may be held personally liable for civil or criminal penalties.

The Superintendent shall distribute this policy to all students and District employees, and shall incorporate it into building, staff, and student handbooks. It shall also be the subject of discussion at employee staff meetings or in-service programs.

## DISCIPLINARY VIOLATIONS

All student discipline will be carried out in accordance with the Board Approved Student Discipline Policy that can be found at <http://www.hask12.org/>. Coaches must report to the athletic director, all athletes who break any disciplinary rules listed below. Coaches need not report to the athletic director when an athlete breaks a team rule. Athletes are expected to conduct themselves in a manner that is above reproach, and abide by all school policies both in school and away from school. Once the student has been deemed an “athlete”, they will be responsible for abiding by the rules and regulations until graduation. The expectations and rules that apply to all athletes will be on the athletic department website (A Handbook for Parents and Students) and, for high school students, may be briefly discussed prior to the beginning of each sports season at a seasonal Parent’s Night Meeting or when the athletic director meets with the team.

The purpose is to inform athletes and parents of information pertinent to athletic participation. Additionally, informing them of expectations and consequences. **The school reserves the right to investigate and enforce violations that occur on or off school grounds, during the season and in the off-season. Athletes are accountable to follow rules 24-7-365 once they are deemed an athlete. Meaning, an athlete can be disciplined for misbehavior outside of the season but during the school year and over the summer. These violations shall not supersede individual building or district policies. Disciplinary actions detailed below are in addition to actions that will be enforced by building administration.**

Violations as outlined in the guidebook will be determined as follows:

### CLASS I VIOLATIONS

Class I violations should be and will be considered as serious acts which occur in school, at school events, away from school and during the off-season. Class I violations may include, but are not limited to:

1. Possession, use, sale, transfer, distribution or participation in the sale, use, transfer, or distribution of alcoholic beverages, controlled substances or drug-related paraphernalia. Having a perceptible odor of alcoholic beverages on or about the student or exhibiting evidence of consumption of alcohol or a controlled substance, or showing signs of being under the influence of alcohol or controlled substances. This includes the unauthorized or unlawful possession, use, sale, transfer, or distribution of physician prescribed controlled substances, anabolic steroids, look-alike drugs and drug-related paraphernalia. Malt beverages labeled as “non-alcoholic” (including but not limited to Sharps, O’Doul’s, Kingsbury Malt Beverage, and Zing Malt Beverages) may contain alcohol. The possession or consumption of malt beverages, regardless of their alcohol content, shall be deemed inappropriate conduct and will subject the student to disciplinary action.
2. Possession or Use of a Weapon – the act of possessing, using, or threatening to use any weapons, explosives or an instrument capable of inflicting bodily injury.
3. Stealing – the act of acquiring the property of another by theft, coercion or fraud.
4. Arson – the willful and malicious burning of or attempt to burn any building, structure or property.
5. Vandalism - the act of willful destruction of school property or the property of others.
6. Gross misbehavior – the act of deliberate or willful conduct detrimental to normal functions of the program or activity under school sponsorship, or the act of threats to staff members or to the students
7. Persistent disobedience
8. Assault – unlawful verbal or physical attack by one person upon another.
9. Gang activity – the wearing or carrying overt gang paraphernalia or making gestures that symbolize gang membership.
10. Hazing

## **DISCIPLINARY ACTION - CLASS I VIOLATIONS**

The athletic director or principal will meet with the athlete and will issue the following disciplinary action upon determining an athlete has committed a **Class I violation**:

1<sup>st</sup> offense – The student shall lose the privilege of ALL athletic participation in their sport (or the next sport if not in season) for twenty one (21) activity days. This is not to exceed one-third (1/3) of the season. *In all first-time drug or alcohol related incidents, we encourage the enrollment and completion of an approved substance abuse program.*

2<sup>nd</sup> offense – The student shall lose the privilege of athletic participation in all athletic activities (starting with their next sport if not in season) for six (6) months. The months of June, July and August will count during this disciplinary period.

3<sup>rd</sup> offense – The student shall lose the privilege of athletic participation in all sports for two (2) years.

Parents will be contacted via phone, email or written communication by the athletic director and informed of the violation and the disciplinary action taken. Class I sanctions are in effect for two calendar years from the first offense. The disciplinary action recommended in each case should be considered a minimum and if circumstances warrant, a more severe penalty will result.

## **CLASS II VIOLATIONS**

Class II violations relate to conduct unbecoming of a student, which occur in school, at school events, away from school, or during the off-season. Class II violations may include, but are not limited to:

1. Possession or use of tobacco / nicotine – the act of violating the smoking regulations for students, including the use and / or the possession of tobacco in any form, including E-cigarette and / or “vaporizers”.
2. Skipping / Truancy – the act of unexcused absence from school for any period of time. Chronic tardiness, as specifically defined by building level, can be considered truancy.
3. Fighting – the act of quarreling involving bodily contact in or on school property, including bus stops, and any activity under school sponsorship.
4. Insubordination – the failure to respond to or carry out a reasonable request by a staff member or the act of verbal or physical opposition to a member of the school staff
5. Threatening and /or harassing students
6. Cheating
7. Forgery – the act of fraudulently using, in writing, the name of another person, or falsifying times, dates, grades, addresses or other data on school forms.
8. Repeated referrals or dismissals from class.
9. Indecency – the act of offending against commonly recognized standards of propriety of good taste including the use of vulgar language or gestures.
10. Behavior unbecoming an athlete

## **DISCIPLINARY ACTION - CLASS II VIOLATIONS**

The coach, athletic director, or principal will meet with the athlete and will issue the following disciplinary action upon determining an athlete has committed a **Class II violation**:

1<sup>st</sup> offense – Discipline shall be administered according to the circumstances. It may include a loss of athletic participation privileges for up to five (5) activity days.

2<sup>nd</sup> offense – Discipline shall be administered according to the circumstances. It may include a loss of athletic participation privileges for up to ten (10) days or more depending on the severity of the violation.

3<sup>rd</sup> offense – The student shall lose the privilege of ALL athletic participation for ten (10) activity days or more.

Parents will be contacted by the athletic director (via phone, email or written communication) and informed of the violation and the disciplinary action taken. Class II sanctions are in effect for one calendar year from the first offense. The disciplinary action recommended in each case should be considered a minimum and if circumstances warrant, a more severe penalty will result.

## **SELF-REPORTING**

In the cases of a 1<sup>st</sup> or 2<sup>nd</sup> offense of either a Class I or Class II violation, if the student or student’s parent voluntarily informs school officials of the violation, the disciplinary action may be reduced up to 50%. Athletes who, when questioned deny responsibility, and then who are found “guilty” later on may have their penalty increased.

## **BOARD APPROVED DISTRICT DISCIPLINE POLICY**

All student discipline issues will be conducted in accordance with the Board of Education Approved Student Discipline Policy. The policy is published and available under the Board of Education tab on the school website <https://www.hask12.org/district/board-of-education/>



## **SOCIAL MEDIA**

Holly Area Schools utilizes social media (Facebook, Twitter, and other networking sites) to connect with our school families and the community for the purpose of sharing information rapidly. Our posts **are** intended to provide information about what's going on across the district. This information will often include various announcements, postings about upcoming events, promotion of clubs, teams, programs, academics, and celebrations of success. Specific questions or concerns will **not be addressed** on the district's social media sites, but rather through our "chain of command" process referenced on our district website and in our student/parent handbooks. Students, parents, staff, and community members are expected to use social media in a responsible manner that reflects the highest standards of honesty, respect, and consideration of others. Under no circumstances will offensive or negative comments about students, staff, community, or the district be tolerated. Posts and comments should build and support a positive school community. Misuse of the District's social media sites could be regarded as a violation of these guidelines and may result in restrictions and disciplinary action in accordance with district and state policies.

## **BULLYING (Board Policy # 5517)**

Each student shall refrain from bullying and aggressive behavior at school (see District policies for definitions). Any student who believes s/he has been or is the victim of bullying or other aggressive behavior should immediately report the situation to the principal or assistant principal. The student may also report concerns to a teacher or counselor who will be responsible for notifying the appropriate administrator. The discipline for violating these prohibited acts ranges from administrative intervention to expulsion. The actual penalty imposed will depend upon the nature and severity of the offense, the age of the student, the student's prior behavioral records, the recommendation of school personnel, and all other circumstances deemed relevant.

## **CYBER-BULLYING...It is against the LAW! PA 478 amended on January 13, 2015 (Board Policy # 5517)**

**Definition** - Any electronic communication that is intended or that a reasonable person would know is likely to harm 1 or more pupils either directly or indirectly by doing any of the following:

1. substantially interfering with educational opportunities, benefits, or programs of 1 or more pupils
2. adversely affecting the ability of a pupil to participate in or benefit from the school district's educational programs or activities by placing the pupil in reasonable fear of physical harm or by causing substantial emotional distress.
3. having an actual and substantial detrimental effect on the pupil's physical or mental health.
4. Causing substantial disruption in, or substantial interference with, the orderly operation of the school

**Reporting** – an individual who reports an act of bullying (cyber-bullying is a form of bullying) is assured of confidentiality.

## **ABSENCES EFFECT ELIGIBILITY**

Athletes may play in scheduled games (a game is defined as a "scheduled contest") if they are absent the day of the game providing that they have a pre-arranged absence. The athletic director or principal will make the decision if the athlete can play. When the student's absence is unverified or unexcused, the student must be in attendance for at least three class hours on the day of a game to be permitted to play. Students checking out ill will not be allowed to return for athletic competition.

## **DISCIPLINE EFFECTS ELIGIBILITY**

Any student who is suspended from school for behavior punishable under the Holly Area Schools uniform disciplinary code (Board Policy No. 5114) shall be prohibited from any athletic involvement on the days he/she is suspended.

## **APPEALS**

Any student wishing to appeal a decision resulting from this policy should see the principal immediately.

## **Public Notice - Holly Area School District**

### **Notice of Nondiscrimination**

It is the policy of the Holly Area School District not to discriminate on the basis of race, religion, color, national origin, sex, disability, height, weight, or marital status in its programs, services, or activities.

Holly Area Schools designates the following individuals to serve as the District's "Compliance Officers" (also known as "Civil Rights Coordinators")

Assistant Superintendent of Curriculum and Instruction Mrs. Jennifer Herbstreit  
(248) 328-3143  
920 Baird St., Holly, MI 48442

Director of Special Services Mrs. Michelle Flessa  
(248) 328-3073  
920 Baird St., Holly, MI 48442