

MARSHALL PUBLIC SCHOOLS ACTIVITY HANDBOOK



2025-2026

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I. INTRODUCTION

Educational research has long recognized the value of extracurricular activities as a key component of quality school programs. In fact, findings suggest that participation in extracurricular programs can be a better ‘predictor’ of success in the workplace than academic achievement. Important lessons learned through participation in extracurricular activities include the development of communication and leadership skills along with attributes such as commitment, teamwork, organizational skills, and self-knowledge. Because of their value, Marshall Public Schools has worked to create a variety of activities in the areas of academics, athletics, and fine arts. Some are designed to be highly competitive, some to be team focused, some to be individualized, and some to be ‘group based’ with an emphasis on simple participation and social skill development.

This Activities Handbook has been prepared to present clear guidelines to cover specific aspects of the activities program at Marshall Public Schools. The School Board and administration believe it will be helpful to students and parents affected by or interested in learning more about the activities program.

It is important to understand that this handbook is supplemental to – and is not intended to supersede or substitute for – the policies and procedures of Marshall Public Schools adopted by the School Board governing operations of ISD # 413. All students are subject to these policies, together with policies in stated student handbooks, formally adopted by the School Board each year.

In addition, the activities program of the district must conform to all rules and regulations established by the Big South Conference, Region 2AA, and the Minnesota State High School League (MSHSL).

II. VISION STATEMENT

“To be the premier school district where every student is inspired every day.”

III. ACTIVITIES MISSION STATEMENT

It is the Mission of the Marshall Public Schools’ Activities Program, “...to provide students with an opportunity to develop self-discipline, character, responsibility, leadership, and integrity through promoting competitive participation, goal setting, teamwork, and sportsmanship in an atmosphere that encourages healthy life choices and respect.”

IV. VALUES

Our Activities Program, because of the breadth of opportunities, encourages broad-based participation by students attending our middle level and senior high school programs. To better ensure that all who choose to participate benefit from

an experience that will help them to be successful in later life, a set of core values serves to guide all who lead and participate in our programs.

In the Marshall Public Schools' Activities Program, we value:

- The honor, dignity, and respect of all participants.
- The building of positive relationships.
- The promotion of a strong work ethic.
- Learning as an ongoing process.
- The development of self-esteem.
- Communications that is open and honest.
- The pursuit of excellence.

V. CODE OF CONDUCT

The Marshall Public Schools Code of Conduct establishes behavioral expectations. The Code is designed to guide the choices, actions, and practices of our diverse educational community, which includes students, staff, parents, and guests. The MPS Code of Conduct will help maintain a safe, quality learning environment, which will foster high achievement and excellence in our schools and community.

Honesty

Honesty is being truthful and worthy of others' trust.

To uphold this commitment, I choose to:

1. Keep my promises.
2. Be truthful to myself and others no matter what the consequences.
3. Never lie, cheat, or steal.
4. Be trustworthy, straightforward, and sincere.

Responsibility

Responsibility is doing the right thing, being prepared, giving your best effort, and taking ownership.

To uphold this commitment, I choose to:

1. Be in charge of my behavior, and accept responsibility for it.
2. Do the right thing for myself, others, and my community.
3. Be prepared and on time for my school activities.
4. Give my best effort and ask for help when I need it.
5. Follow the rules and laws of my school and community.

Respect

Respect is to commit to treating others like you want to be treated. Everyone deserves respect, but my actions may affect the amount of respect I receive from others.

To uphold this commitment, I choose to:

1. Respect myself, others, and property.
2. Honor people's opinions and actions.
3. Listen to others and treat them well because they matter.

Fairness

Fairness provides equal opportunities for everyone to contribute.

To uphold this commitment, I choose to:

1. Treat others fairly, including a fair opportunity to explain a disagreement.
2. Work to create an environment where all have equal opportunities.
3. Be open-minded toward differences.
4. Never disrupt learning opportunities.
5. Display appreciation and respect for all at sporting events, competitions, and performances.

I will work to understand the MPS Code of Conduct and guide, support, or intervene with others when necessary to support the Code.

VI. PURPOSE OF OUR PROGRAMS

Within our extracurricular program, each activity is unique; having its own fundamental purpose while sharing a common mission and set of values with all other programs. Our interscholastic, fine arts, and intramural programs are each guided by a distinct set of principles:

Our programs will operate within the following set of principles:

A. Interscholastic

7-8th Grade Programs:

- To begin the development of basic skills and to learn the rules of the activity.
- To assist students in determining whether they would like to continue in this activity.
- To provide fair playing time to all participants who attend and work hard in practice.
- To provide “out of town” competitive experiences against students of similar age and competitive ability.
- To build a positive attitude toward the activity, to learn the cooperative dynamics of participation, and to be introduced to the responsibilities inherent to being on a team.
- To assist in the development of self-worth, self-esteem, self-confidence, and poise.
- To honorably represent Marshall Public Schools, exhibiting excellent sportsmanship, while serving as a role model for younger students.

“C” Squad Level Programs:

- To emphasize individual skill development.
- To teach and instill the characteristics of team unity and team play.
- To allow participants to compete against students of similar athletic ability.
- To continue the student’s development in intellectual, physical, emotional, and social skills allowing students to mature to their fullest potential.
- To assist participants in setting goals and learning to strive to appropriately achieve them.
- To assist in the development of self-worth, self-esteem, self-confidence, and poise.
- To honorably represent Marshall Public Schools, exhibiting excellent sportsmanship, while serving as a role model for younger students.

“B/JV” Squad Level Programs:

- To teach specific skills at a more competitive level.
- To instill the characteristics of team unity and team play.
- To allow participants to compete against students of similar athletic ability.
- To continue the student’s development in social skills allowing the student to mature to their fullest potential.
- To assist participants in setting goals and learning to strive to achieve them.
- To assist in the development of self-worth, self-esteem, self-confidence, and poise.
- To honorably represent Marshall Public Schools, exhibiting excellent sportsmanship, while serving as a role model for younger students.

Varsity Level Programs:

- To provide a highly competitive, challenging, and rewarding activity experience allowing the most highly skilled students the opportunity to work individually and cooperatively to achieve individual, group, or team success.
- To further develop intellectual, physical, emotional, and social skills allowing students to mature to their fullest potential.
- To allow talented participants to prepare for and excel at an advanced level of competition at the region and state level.
- To assist the participants in setting goals and learning to strive to achieve them.
- To assist in the development of self-worth, self-esteem, self-confidence, and poise.
- To instill the characteristics of team unity and team play, in an atmosphere of trust.
- To honorably represent Marshall Public Schools, exhibiting excellent sportsmanship, while serving as a role model for younger students.

B. Fine Arts:

- To teach the use of both verbal and nonverbal communication.
- To emphasize and develop individual skills.
- To build a positive attitude toward the activity, to learn the importance of individual contributions, along with the cooperative dynamics of being part of a group.
- To continue the student’s development in intellectual, physical, emotional, and social skills, allowing students to mature to their fullest potential.
- To assist participants in the goal-setting process and the assessment of goals as an individual and as a group.

To strive for continuous improvement, both individually and as a group.

- To assist in the development of self-worth, self-esteem, self-confidence, and poise.
- To honorably represent Marshall Public Schools, exhibiting excellent sportsmanship, while serving as a role model for younger students.
- To nurture intellectual and imaginative growth, which enriches the spirit and the heart.

C. Intramural Activities:

- To provide recreational opportunities for all participants.
- To provide opportunities to learn and compete at an individual or team level.
- To promote healthy, active lifestyles, while developing strong positive relationships through participation.
- To provide diverse opportunities regardless of skill level or ability.
- To assist in the development of self-worth, self-esteem, and self-confidence.
- To honorably represent Marshall Public Schools, exhibiting excellent sportsmanship.

VIII. PARTICIPATION and REGISTRATION

A. Physical Examination

Participation in athletics and marching band requires a physical examination performed by a physician every **two years**. After major surgery, serious illness, or injury, the attending physician must certify in writing the student's readiness to return to competition. All forms must be on file with the Director of Activities office before a student practices or competes.

B. Eligibility Forms

The Athletic Eligibility Information Form along with the Parent's Permit and Health Questionnaire needs to be read and signed each year by the student and the parent for anyone participating in athletics. The Fine Arts Eligibility Information Form needs to be read and signed by the student and parent each year for anyone participating in speech, visual arts, one act play, music, and any other MSHSL fine arts activities. This registration must be completed online before the start of the season.

C. Insurance Statement and Emergency Permission Form

Parents or guardians will be responsible for all medical expenses incurred due to injury or accident. Please confirm with your insurance carrier that your son or daughter is covered for athletic activities.

Because of the possibility of injury and the need for medical attention, no student shall be allowed to engage in any activity until the Acknowledgement of Risk and Insurance Statement with the Emergency Permission Form has been signed by a parent or guardian and is on file in the Director of Activities office. This form will indicate that the parent or guardian knows that his/her child is involved in noted activities, accepts full liability, and will be personally responsible for any injuries that might be sustained in competition with other schools, in practice sessions, or any injury growing out of such participation. Written permission must include proof of medical insurance and emergency authorization if a parent/guardian cannot be reached in an emergency. This registration must be completed online before the end of the first week of practice.

D. Travel Release

Marshall Public Schools requires that all students ride on commercially hired transportation carriers to and from all activities and an exception from this policy requires prior approval. All participants not riding MPS transportation must be signed out by a parent/guardian before the event. No parent/guardian will be allowed to release their student into the custody of another parent/guardian unless the **Activities Letter of Alternative Transportation** (see appendix) has been signed by the parent/guardian and approved by the Activities Director prior to the time of departure. Parents and guardians may be asked to provide identification. Students are not allowed to drive themselves or other students to events in which they are participating in.

E. Activity Fees

Activity fees will follow the Marshall Public Schools board adopted schedule. Students participating in any Category 1 or Category 2 activity must pay the required fee before their first contest or performance. MPS has a reduced rate for students on free and reduced lunch as well as scholarships available. Please contact the Activities Dept for alternative options. Fees will not be refunded if a student quits after 2 weeks.

The fee schedule is as follows:

- Middle School Category 1 activities: \$70
- Middle School Category 2 activities: \$30
- MHS Category 1 activities: \$150
- MHS Category 2 activities: \$40
- MHS Category 3 activities: no fee

******7th or 8th grade students who compete on an MHS team (varsity, JV, B-squad, or C-squad) will pay the MHS member fee.***

F. Student Transfer/FES/Int. Student

The MSHSL requires that any student playing on a high school team who is transferring from another school system in any grade needs to fill out a transfer form to be eligible for competition. Any Foreign Exchange Student /International Student needs to fill out information forms to be considered for eligibility. These forms can be obtained from the Director of Activities.

G. Squad Selection

Each coach/director at Marshall Public Schools has been encouraged to keep as many students on a team as possible without unbalancing the integrity of their activity. Obviously, time, space, facilities, equipment, practice times, and other factors will place limitations on the size of the squad. Prior to trying out, the coach/director shall provide the following information to all candidates for the team: (1) extent of the tryout period, (2) criteria in selecting team, (3) number to be selected, (4) practice commitments if selected for team membership, and (5) game and season commitments if selected for team membership. Each individual head coach/director will establish specific team rules and regulations pertaining to their activity.

H. Music Prerequisite

Participation in the Concert Bands, Concert Choir, and Concert Orchestra allow the students to audition for and participate in MMEA All-State Ensembles, MSHSL Solo and Ensemble Contest, and Marshall High School extra-curricular music offerings including Show Choir, Roaring 20's Vocal Ensemble, Jazz Band, Marching Band, Tiger Pride Hockey Band, Pep Band, and Winter Drumline.

I. School Attendance

Participants must be in school and in attendance every day if they are going to practice or perform that day. Students will be excused, after attending school at 8:00 AM, for scheduled medical appointments, court appearances, or religious obligations. Those students who do not attend a full day of school, whether arriving too late or leaving school earlier than the scheduled departure time, without an excused absence, will not be permitted to practice or perform. If a student is ill on a Friday or a day preceding a vacation, the coach and parent will determine if they can play. The Director of Activities must approve any other exceptions. If Marshall Public Schools cancels school because of inclement weather conditions, practices and activities will be canceled, unless otherwise permitted by school administration.

J. Awards

Students who participate in Marshall Public Schools Activities programs will be eligible to earn a varsity "letter" in recognition of outstanding performance and commitment. Each activity will have its own requirements for earning a letter. Criteria for lettering will be on file with the Director of Activities. Upon earning a letter for participation in any activity, the following process has been approved for recognition of the accomplishment:

1. The coach or advisor will turn in a list of letter winners to the Activities office.
2. Students earning their first letter (grades 7-12) will be provided by the school, an official letter "M" chinnel. Letters will be distributed by the coach or advisor.
3. After receiving their official "M," each subsequent letter earned in any activity will be recognized by a "chevron" which will also be provided by the school. Chevrons will be distributed by the coach or advisor.
4. Students recognized as team captains will be provided a captains' star for each activity in which they serve as a team captain. Coaches or advisors must provide the names of team captains to the Activities office. Stars will be distributed by the coach or advisor.
5. Other recognition patches (i.e. state tournament, all-conference, all-state, etc) will be the sole responsibility of the activity booster club or the student.
6. For those students not lettering, they will be awarded certificates for participation.
7. The Minnesota State High School League sponsors a Spotlight on Scholarship Certificate to students achieving a grade point average of 3.0 and above, while participating in MSHSL interscholastic activities.

This award is eligible for High School students only, as Middle School students do not participate in the GPA grading system.

8. The head coach will work directly with their respective booster club to coordinate the post-season banquet and the awards format for his/her program at the end of the season. All expenses for banquets and any other awards, except the above awards, will be the responsibility of the individual booster clubs.

K. Church Night

Marshall Public Schools works cooperatively with the Marshall Area Ministerial Association to keep Wednesday night free of activities for family and/or religious activities. Practices will be scheduled so students will be dismissed prior to 5:45 PM. Two exceptions have been agreed upon: Wednesday night games during MEA week and Region, Section, or State tournament play.

L. Booster Clubs

Marshall Public Schools recognizes the value of community support groups in relation to the student activities program of ISD #413 and encourages the participation of interested parents and fans in Booster Clubs and other such organizations whose purpose is to support student activities through fund raising, increasing attendance, promoting greater community awareness of specific programs, and developing ways in which to recognize student achievement.

The Department of Activities expressly denies to any support group any delegation of authority for the operation and direction of any student activity and limits such support assistance to these areas: fund-raising to support approved activities of a team, club, or student group; programs designed to promote awareness of and attendance at student activities; projects centered in the recognition of individual, group, or team achievements; and programs designed to inform members of upcoming events and activities of the team or other student group. It is the intent of ISD #413 that all students in activities programs will be treated in an equitable manner regarding recognition and awards. An organization must receive prior approval from the Director of Activities prior to any fund-raising project.

M. Activity Tickets-Ticket Prices

Activity season passes may be purchased through the Marshall M Club. Passes will be sold at most athletic events, or through designated M Club members. The activity passes are good for most home athletic events all year, which typically totals over 65 charged events; they are not good for any section tournaments or special events.

Activity ticket costs:

- Adults: \$ 100.00
- 65+ Seniors and K-8 Grade Students: \$ 50.00
- Ticket Prices: Adults: 8.00 / 65+ Seniors & Students K-12: \$6.00

- Marshall High School Activities Club members, GRADES 9-12, will get in free when showing membership ID.

N. Collegiate Athletic Signing Ceremonies

Students who are choosing to compete in collegiate athletics can request a signing ceremony. This should be arranged through the college and the MHS Activities Director at least one week before signing.

The department will only offer these days for signing events. Event will start at 7:15 AM.

Fall Season Signing	November 12, 2025 and November 19 th , 2025
Football and Winter Season	February 4, 2026 and February 18 th , 2026
Spring Season	April 15, 2026

O. Concert conflict policy

Coaches/advisors/teachers meet with AD to review the conflict. All parties explore options to avoid conflict. If it cannot be avoided this is the ranking for deciding what student attends.

- 1) Post-season events (Including all Big South Championship events that decide post-season awards)
- 2) Class requirements (concerts, field trips, presentations)
- 3) Regular season events
- 4) Non-school-sponsored activities

IX. ELIGIBILITY REQUIREMENTS

Good Standing: To be eligible for participation, a student must be in good standing, which means that the student is eligible under all the conditions of eligibility requirements of Marshall High School as well as the MSHSL.

Student Code of Responsibilities: Participation in activities is a privilege, which is accompanied by responsibility. As a student participating in Marshall High School activities, the student understands and accepts the following responsibilities:

- I will respect the rights of others and will treat others with courtesy and consideration.
- I will be responsible for my own actions and the consequences of my actions.
- I will respect the rights and property of others.
- I will respect and obey the rules of my school and the laws of my community, state, and country.
- I will show respect to those who are responsible for enforcing the rules of my school and the laws of my community, state, and country.

Penalty: A student who is dismissed from school or who violates the Student Code of Responsibilities is not in good standing and is ineligible for a period of time that will be determined by the Director of Activities/Principal, acting on the authority of the school board.

Code of Responsibilities Violation Appeal Process: MSHSL Bylaw 300 prohibits a “Fair Hearing Procedure” in cases involving the principal’s decision regarding the school’s eligibility requirements for the student code of responsibilities. Marshall Public Schools will provide a third-party review of any student code of responsibility violation. The third-party review will be conducted by ISD #413 Superintendent (or designee) upon request of the student or his/her family.

Harassment and Hazing: During the school year, a student shall not violate sexual, racial, and religious harassment, violence, or the hazing bylaws by the MSHSL (Bylaw 209). “Hazing” means committing an act against a student, or coercing a student into committing an act, that creates a substantial risk of harm to a person, for the student to be initiated into or affiliated with a student organization, or for any other purpose. Penalties will be the same as the chemical eligibility penalties below.

Online Behavior: All students at Marshall Public Schools are entitled to a safe school environment. Therefore, all types of bullying, including cyberbullying, are unacceptable. Cyberbullying is sending or posting harmful or cruel text and/or images using the internet or other digital communication devices. This generally occurs through the use of computers, cellular phones, and/or social media websites (Facebook, Twitter, Myspace, etc). Cyberbullying and other inappropriate cyber behavior often occurs outside normal school hours.

However, as part of an extra-curricular activity, participants must uphold the standards in the MPS and MSHSL Code of Conduct. Inappropriate cyber behavior could include, but is not limited to degrading opponents, officials, coaches, teammates, or other individuals; posting text or photos of sexual nature; posting text or photos of illegal activities (i.e. alcohol, drug, tobacco use); excessive vulgar language. Anyone who engages in inappropriate cyber behavior shall be considered in violation of the MPS and MSHSL Code of Conduct and subject to appropriate disciplinary action according to the provisions laid out by the MSHSL.

BULLYING

Bullying is conduct that interferes with a student's ability to learn and a teacher's ability to educate students in a safe environment. Marshall Public Schools will investigate, respond, remediate, and discipline those acts of bullying that affect the educational environment of the school. Bullying means any written or verbal expression, physical act or gesture, or a pattern intended to cause or is perceived as distress to one or more students. Bullying includes, but is not limited to, conduct by a student against another student and has the effect of harming the student, damaging a student's property, placing a student in reasonable fear of harm to his or her person or property, or creating a hostile educational environment. (Policy #514)

Academic Eligibility:

- Students who are *failing* any course at the end of any 9-week grading period will be INELIGIBLE to participate in extra-curricular activities for two weeks/two events whichever is greater. Students may continue to practice while ineligible to participate but will not be permitted to leave school early to travel with any team/group.
- Students who receive a failing grade for any course at the end of the fourth quarter will be INELIGIBLE to participate in extra-curricular activities for two weeks/two events, whichever is greater the following fall. Students may continue to practice while ineligible to participate but will not be permitted to leave school early to travel with any team/group.
- Students at Marshall Middle School who are failing any course at the end of the quarter will be ineligible for two weeks or two events whichever is greater. Students may continue to practice while ineligible to participate but will not be permitted to leave school early to travel with any team/group. Students receiving a 1 in "Tiger Traits" will be ineligible for 2 weeks.
- All academic eligibility will be based on the most recently completed 9-week grading term (includes summer school)(i.e... a student who fails a class at the end of 1st quarter, but passes all classes 2nd quarter is fully eligible to begin the third quarter).
- Students who are on a district approved IEP, 504, or other individualized learning plan may be subject to modification to the above academic policies based on their prescribed plan.

Chemical Eligibility: Reference Bylaw 205 Twelve months of the year, a student shall not at any time, regardless of the quantity:

- use or consume, have in possession a beverage containing alcohol;
- use or consume, have in possession tobacco;

- use or consume, have in possession, buy, sell, or give away any other controlled substance or drug paraphernalia,
- use or consume, have in possession, buy, sell or give away products containing, or products used to deliver nicotine tobacco products and other chemicals. "Tobacco products" means: any product containing, made, or derived from tobacco that is intended for human consumption, whether chewed, smoked, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, or any component, part or accessory of a tobacco product,
- (5) use or consume, have in possession, buy, sell or give away any substance or product where the intent of such use of the substance or product is to induce intoxication, excitement, or stupefaction of the central nervous system, except under the direction and supervision of a medical doctor. Such substance or products shall include, but are not limited to, synthetic drugs, gasoline, glue, aerosol devices, bath salts, and any substances addressed by Minnesota or Federal law.

***Definition - Category I Activities:** Determined by the Minnesota State High School League: these are league sponsored activities in which a member school has a schedule of interscholastic contests, exclusive of League sponsored tournaments:

- **Athletic activities:** baseball, boys and girls basketball, boys and girls cross country, football, boys and girls golf, gymnastics, boys and girls hockey, softball, soccer, boys and girls swimming, girls tennis, boys and girls track, volleyball, wrestling, and dance team.
- **Fine arts activities:** speech, one act play, music competitions.

***Penalties for Category I Activities:**

- **First Violation Penalty:** The student shall lose eligibility for the next 2 consecutive interscholastic events or 14 calendar days of a season in which the student is a participant, whichever is greater. The student may continue to practice during this time.
- **Second Violation Penalty:** The student shall lose eligibility for the next 6 consecutive interscholastic events or 21 calendar days of a season in which the student is a participant, whichever is greater. The student may continue to practice during this period.
- **Third or Subsequent Violation Penalty:** The student shall lose eligibility for the next 12 consecutive interscholastic events or 28 calendar days of a season in which the student is a participant, whichever is greater. A student who becomes a participant in a treatment program may become eligible for participation after a minimum period of 6 weeks after entering treatment, if all of the following conditions are met: (1) The student is assessed as chemically dependent; (2) enters treatment voluntarily; and (3) the director of the treatment center certifies that the student has successfully completed the treatment program. Successful completion of a chemical dependency treatment program will satisfy only the most recent violation; any other violations for

which the penalty has not been served must still be served in full.

***Definition - Penalties for Category II Activities as determined by the MSHSL:** these are league sponsored activities in which a member school does not have a schedule of interscholastic contests, exclusive of League sponsored tournaments: Cheerleading, One Act Play, Visual Arts, and Music Activities.

- ❖ Penalties for Category II Activities: Same as Category I Penalties.

***Category III Activities: All** other activities not named above.

- ❖ Penalties for Category III Activities: Same as Category I Penalties.

***Applying the Penalty:**

- The calendar days shall begin on the date the violation is confirmed by the Director of Activities or the High School Principal. The violation shall be confirmed when this person has informed the student that he/she has violated a MSHSL bylaw and is now under penalty.
- If a student has a violation toward the end of a season, the period of ineligibility will carry over into the next season of participation or into the next school year.
- Penalties shall be accumulative beginning with the student's first violation on any high school team and continue throughout the student's high school career.
- If a student is cut from the team or quits, the consequences remain until the next season of participation.
- A student under penalty for violation of a MSHSL bylaw may not join a second team in the same season to fulfill a penalty.
- A student who participates in both Category I activities and either Category II, or III activities, shall serve the penalty prescribed in both Category I activities and in any other activities participating in.

X. SPORTSMANSHIP PROGRAM

Marshall Public School's Sportsmanship Plan starts with one of our activity values, which is honoring, dignifying, and respecting all who enter our schools. We value learning as an individual ongoing process and recognize that sportsmanship must also be taught and be part of that process. Good sportsmanship is everyone's responsibility, the players, coaches, faculty, cheerleaders, students, spectators, and administration.

Codes of Conduct:

Student Participants

- Show respect for coaches, opponents, officials, fans, and facilities.

- Accept the decisions of contest officials.
- Avoid offensive gestures and language.
- Display modesty in victory and graciousness in defeat.
- Know the rules of the game and play within the rules.
- Appreciate excellence in performance no matter who the opponent is.
- Represent yourself, your team, and your community in a respectful and dignified manner.
- Be positive and treat others the way you would like to be treated.

Cheerleaders/Pep Band

- Know the contest rules and cheer/play at appropriate times.
- Meet and greet the opposing cheerleaders and show respect for all positively.
- Lead cheers that praise your team without antagonizing the opponents.
- Show respect for officials, coaches, opponents, and spectators.
- Display signs which are positive and encouraging.
- Show respect for schools' property, equipment, and facilities.
- Play the school song for opposing team and play appropriate music.

Coaches/Directors

- Coaches are the biggest influence and that will be reflected in the actions of others.
- Accept the decisions of contest officials and never criticize them.
- Display modesty in victory and graciousness in defeat.
- Teach sportsmanship and acknowledge players that display good sportsmanship.
- Coaches need to be role models, set examples, and not allow any unacceptable behavior to openly happen without consequences.
- Keep yourself and players always under control.
- Hold players accountable for unsportsmanlike conduct.

Spectators

- Show respect for players, coaches, officials, and facilities.
- Avoid any criticism or unacceptable behavior.
- Take part in cheers with the cheerleaders.
- Demand a sports environment for all children that is free from drugs, tobacco, and alcohol, and refrain from their use at all Marshall Public School events.
- Accept both victory and defeat with pride and compassion.
- Model good sportsmanship for students to follow.
- Cheer for your team rather than against the other team.

School Administration/Personnel

- Develop a program for teaching and promoting good sportsmanship.

- Model good sportsmanship and inform students and parents regarding expectations of good sportsmanship through attendance at school events.
- Recognize exemplary behavior and actively discourage undesirable conduct by participants, coaches, and fans.
- Conduct pep rallies with emphasis on good sportsmanship.
- Develop good sportsmanship among student leaders.

School Board

- Serve as a positive role model and expect the same elevated expectations of behavior from parents, fans, participants, coaches, and other school personnel.
- Support, encourage, and recognize participants, coaches, school administrators, and fans that display good sportsmanship.
- Recognize the value of school activities as a vital part of education through attendance at school events.
- Apply sportsmanship policies to all consistent and equitable activities.

Acceptable Behavior:

- Cheering positively with cheerleaders.
- Complement the opponent.
- Clap for the introductions of the opposing teams.
- Show respect during *The National Anthem* – stand up, do not talk, and remove any hat.
- Treat visiting fans/players with respect.
- Accept all decisions from the officials.
- Shake hands between participants and coaches at the end of the competition.
- Cheer for your team rather than against the other team.

Unacceptable Behavior:

- Reacting to the officials' calls with such things as booing, heckling, throwing things, foul language, obscene gestures, racial slurs, or any other action that tears down the other team or the officials.
- Fans that yell, mock, or put down the cheerleaders.
- Holding up papers or turning around when the other team is announced.
- Cheering against the other team / yelling opponent's name.
- "Showing up" the officials or players, taking cheap shots, or showing disrespect.
- Refusing to shake hands after a game.
- Blaming the loss of a game on an official, coach, or participant.
- Hand-held signs containing derogatory language or messages.

XI. MSHSL

The Minnesota State High School League is the governing body of public and private schools in Minnesota dating back to 1916. Marshall Public Schools belong to this non-profit association which provides athletic and fine arts activities for more than 200,000 students statewide. This handbook, along with the bylaws of the MSHSL (www.MSHSL.org), gives us direction in working with students involved in extracurricular activities at Marshall Public Schools.

A. ExCEL Award: Excellence in Community, Education, and Leadership is a unique recognition program designed for High School juniors who are active in school activities, who show leadership qualities, and who are model citizens. One boy and one girl can be nominated from our school. Nominees must:

- Be a junior in high school.
- Making satisfactory progress toward graduation requirements.
- Participate in a MSHSL fine arts and/or athletic activity.
- Hold a leadership position in school.
- Work voluntarily in their community.

B. Triple “A” Award: To recognize and honor high school seniors who have excelled in the classroom, on the playing field, and in fine arts. One boy and one girl can be nominated from Marshall and to be eligible for this Academics, Arts and Athletics Award a student must:

- Must be a high school senior.
- Have a cumulative GPA of 3.0 or higher.
- Participate in league-sponsored athletics and fine arts activities.
- Comply with the MSHSL’s student code of conduct.

XII. Marshall Public Schools Activities Schedule:

1. Log into www.marshall.k12.mn.us.
2. Click on the Activities tab.
3. Click on Schedules and Rosters
4. You will be re-directed to the website below (Example below).

Marshall High School

Calendar: August 2024

Monday, August 26, 2024	SPORTS	CLUBS
7:00am	Tennis Girls Varsity Match	Chess Club
8:00am	Girls Soccer Varsity Match	Chess Club
9:00am	Girls Soccer JV Match	Chess Club
10:00am	Handball Boys Varsity Match	Chess Club

Tuesday, August 27, 2024

SPORTS	CLUBS
7:00am	Chess Club
8:00am	Chess Club
9:00am	Chess Club
10:00am	Chess Club
11:00am	Chess Club
12:00pm	Chess Club
1:00pm	Chess Club
2:00pm	Chess Club
3:00pm	Chess Club
4:00pm	Chess Club
5:00pm	Chess Club
6:00pm	Chess Club
7:00pm	Chess Club
8:00pm	Chess Club

Wednesday, August 28, 2024

5. Here you can run reports by day or by activity.
6. **To see by day**; click the date you want to view on the calendar located on the right side of the screen.
To see by activity; click the activity you wish to see under view schedules.
7. You can either print or email the report from this screen (located in upper right corner).

To be notified of activity changes:

1. Log into www.marshall.k12.mn.us.
2. Click the Activities tab.
3. Click Schedules and Rosters
4. Click 'Notify Me' located to the right of the calendar.
5. Fill out the form as directed.

Appendix D

Marshall Public Schools
Activities Department
Independent School District #413
401 South Saratoga St.
Marshall, MN 56258
507-537-6924

ACTIVITIES DEPT. LETTER OF ALTERNATIVE TRANSPORTATION

This is to certify that I am granting permission for my student to be transported to/from the following activity by myself or the designated party listed below:

_____, on _____ at
_____.

Activity	Date	Location
----------	------	----------

Party responsible for transportation: _____.

I understand that Marshall High School Activity rules require that all students ride on commercially hired transportation carriers to and from all activity events and a departure from this requirement will release the Marshall Public Schools from all liability for any adverse results that may occur.

Therefore, I agree to release Independent School District 413 (Marshall Public Schools) and its employees and officers from all liability with references to the above-stated activity event and related transportation.

Student's Name

Parent's Signature

Please send a copy to the Activities Department and Coaches/Advisors.
Mitchell.grunig@marshall.k12.mn.us, amber.gorter@marshall.k12.mn.us

Appendix E

Marshall Public Schools
Activities Department
Independent School District #413
400 Tiger Dr.
Marshall, MN 56258
507-537-6920

ACTIVITIES DEPT. COMMUNICATIONS PROCESS MAP

As previously mentioned in our values statement, Marshall Public Schools Activities Department values “communications that are open and honest.” We will strive to communicate openly and honestly with all stakeholders in our department, including the student participants, parents, boosters, and community.

Research has long documented the positive life skills students learn through participation in extracurricular activities. One of the skills developed through participation in activities includes effective communications. With this fact in mind, our philosophy of communications keeps the student in the forefront in advocating their position, concern, insight, and feelings.

In an effort to keep the lines of communication open between all entities, we have outlined several expectations for communications to take place. We have also outlined the proper process to follow if any party has a concern about the circumstances the student may be experiencing. Marshall Public Schools values highly qualified staff members and works hard to provide for the continued professional development of all employees. Our coaches and directors are professionals who will make decisions based on what they believe to be in the best interest of ALL students involved.

Communications you should expect from your child’s coach/director:

1. Locations and times of practices and contests
2. Team requirements i.e., fees, special equipment, etc.
3. Expectations of the coach/director
4. Concerns your child’s coach/director has for your child

Appropriate topics to discuss with your child’s coach/director:

1. Ways to help your child improve
2. Concerns about your child’s behavior or health
3. Illnesses, vacations, family conflicts with practices/contests/performances
4. Perceived violations of the values outlined in our handbook

Topics not to be discussed with your child’s coach/director:

1. Playing time
2. Strategy
3. Other students

In keeping with the guidelines provided above, the following process map has been developed to help us establish a uniform process for communication to take place that is both aligned to our

goals of teaching life-long communication skills to the students and in providing clear and honest communication among all stakeholders. This process map is progressive in nature and should be followed as presented. In the case that any part of this process map is omitted, the party will be directed to return to that step prior to further action being taken.

Step 1: student talks to coach/director

This is the first step in resolving any issues and is essential in the development of student communication skills.



Step 2: student and parent talk to coach/director

If following step 1, the student still has concerns, the student can invite a parent(s) to sit down with the coach/director. The student must be present at this meeting and should initiate the discussion.



Step 3: student, parent, and coach/director talk to Activities Director

If after following step 2, there are still unsolved issues, the student and his/her parents can request a meeting with the Activities Director. Any such meeting should include the coach and the student along with the parent(s).



Step 4: student, parent, coach/director, and Activities Director talk with Superintendent

If following step 4 there are still unresolved issues, the student and his/her parents can request a meeting with the Superintendent of Schools. Any such meeting should include the student along with the parent(s), coach/director, and Activities Director.



Step 5: student, parent address the school board

If following step 4 there are still unresolved issues, the student and his/her parent(s) can address the school board and explain their situation, steps taken to this point, answers/suggestions offered by district staff, and offer their own solutions.

After following the above outlined process map, it is our belief that effective communication can take place, and the goals of learning life skills can be met. Research has continually indicated that student involvement in extracurricular activities enhances the chance for success during adulthood. We are committed to providing both the opportunity for participation, and in striving to deliver the highest quality programs possible.

Mandatory Annual Notifications:

BULLYING - Bullying is conduct that interferes with a student's ability to learn and a teacher's ability to educate students in a safe environment. Marshall Public Schools will investigate, respond, remediate, and discipline those acts of bullying that affect the educational environment of the school.

Bullying means any written or verbal expression, physical act or gesture, or a pattern that is intended to cause or is perceived as causing distress to one or more students. Bullying includes, but is not limited to, conduct by a student against another student and has the effect of harming the student, damaging a student's property, placing a student in reasonable fear of harm to his or her person or property, or creating a hostile educational environment. (Policy #514)

Cyber bullying Policy: All students at Marshall High School are entitled to a safe school environment. Therefore, all types of bullying, including cyber bullying, are unacceptable. Cyber bullying is sending or posting harmful or cruel text and/or images using the internet or other digital communication devices. This occurs most often through computers, cellular telephones, and/or internet websites (e.g., Snapchat, Instagram, Twitter, and Facebook).

Cyber bullying often occurs outside normal school hours, however, it is detrimental to the school climate and can adversely affect student learning. Anyone who engages in cyber bullying is considered in violation of this policy and shall be subject to appropriate disciplinary actions. This could include, but not limited to, the loss of Internet/computer privileges.

HAZING - It is the policy of District 413 to maintain a safe learning environment for students and staff that is free from hazing. Hazing means committing an act against a student or coercing a student into committing an act that creates a substantial risk of harm to a person. This can happen for the student to be initiated into or affiliated with a student organization, or for any other purpose. Hazing includes physical brutality, any activity that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student. Anyone who believes they have been the victim of hazing or with knowledge or belief of conduct which may constitute hazing shall report the alleged acts to the building principal. (Policy #526)

PROHIBITING HARASSMENT AND VIOLENCE - The purpose of this policy is to maintain a learning and working environment that is free from religious, racial or sexual harassment and violence. ISD #413 prohibits any form of religious, racial, or sexual harassment and violence.

It is the policy of ISD #413 to maintain a learning and working environment that is free from religious, racial, or sexual harassment and violence. ISD #413 prohibits any form of religious, racial, or sexual harassment and violence. It shall be a violation of this policy for

any pupil, teacher, administrator or other school personnel through conduct or communication of a sexual nature or regarding religion and race as defined by this policy.

It shall be a violation of this policy for any pupil, teacher, administrator, or other school personnel of ISD #413 to inflict, threaten to inflict, or attempt to inflict religious, racial, or sexual violence upon any pupil, teacher, administrator, or other school personnel.

ISD #413 will act to investigate all complaints, formal or informal, verbal or written, of religious, racial, or sexual harassment or violence, and to discipline or take appropriate action against any pupil, teacher, administrator, or other school personnel who is found to have violated this policy. (Policy #413)

A complete copy of the Equal Educational Opportunities policy is on file in the Principal's Office, Student Services and District Office.

PLEDGE OF ALLEGIANCE - Marshall High School students shall recite the Pledge of Allegiance once a week. Any student or teacher may decline to participate in recitation of the pledge of allegiance to the flag. Students and employees shall respect another individual's right to participate in the pledge by remaining respectfully still and silent. (Policy #531)

TITLE IX: Marshall Public Schools is committed to equal access to programs, facilities, admission, and employment for all persons. It is the policy of the district to maintain an environment free of harassment and free of discrimination against any person because of age, race, color, ancestry, national origin, religion, creed, veteran status, sex, sexual orientation, marital or family status, pregnancy, gender, or political ideas. Discriminatory conduct and harassment impede the district's educational mission and will not be tolerated.

Sex and gender-based harassment should be reported to the Title IX Coordinator, Aurora Heard, 401 S Saratoga St, Marshall, MN 56258 | mitchell.grunig@marshall.k12.mn.us | (507) 537-6920.