ALEXANDER PUBLIC SCHOOL



ATHLETIC

HANDBOOK

2026-2027

Alexander Public School Mission Statement

We prepare students whose work ethic promotes success in an increasingly competitive world.

Alexander Public School Vision Statement

Alexander School, with the support of families, businesses and civic organizations, prepares students for the future by engaging all learners in meaningful experiences that encourage communication, creativity, collaboration, and critical thinking, while meeting the educational and ethical standards of our innovative learning community.

BOARD OF EDUCATION

A five-person board governs Alexander Public Schools. Current board members are as follows: Board President; Cameron Wahlstrom, Vice President; Jenae Hunter. Board Members; Cody Echevarria, Alicia Kline and Becky Aasen. Jami Hudson is the Alexander Business Manager.

ADMINISTRATION

Leslie Bieber is the Superintendent at Alexander. Shannon Faller is the High School Principal, and AJ Allard is Elementary Principal.

TITLE IX

All complaints shall be submitted with the Title IX Coordinator or Co-Coordinator.

The Title IX Coordinator for Alexander Public School District is Mrs. Shannon Faller.
Shannon.Faller@k12.nd.us, 701-828-3334.
The Co-Title IX Coordinator is Aaron Allard:
Aaron.Allard@k12.nd.us, 701-828-3334.

Alexander School Board Policy AAC defines the process of Title IX complaints.

Policy AAC is available at the following locations:

- Alexander Public School Front Office
- Alexander Public School Teacher's Lounge
- Alexander Public School Website: https://www.alexanderschoolnd.us/page/title-ix

Code of Ethics of the Comet Community

Only to the extent that individuals know and practice an acceptable code of behavior, both among themselves and among each other, can Comet Community exhibit a positive attitude. Various codes of ethics have been set down for each member of the Comet Community, including:

1. To receive respect from others; be respectable;
2. If you cannot speak well of another, say nothing;
3. Do not criticize without a suggestion for improving;
4. When two people argue, both are in the wrong;
5. The person is more important than the subject matter;
6. Be helpful if you expect help from others;
7. Try to understand the other's point of view – he/she may be right;
8. Genuine praise of another raises you in his/her esteem;
9. Appraise yourself only by the best in others;
10. Accept yourself as you are, but do not be content to remain that way;
11. Ask yourself- Am I giving 100% each and every day?

ATHLETIC ASSOCIATIONS AND CONFERENCES

The rules, principles and spirit of such rules and principles of the North Dakota High School Activities Association and other organizations to which the high school may belong will be considered minimum, and vigorously subscribed to and enforced.

BOOSTER FUNDS

Each program is encouraged to fundraise for additional expenses, such as extra overnight trips, camps, and non-required clothing/equipment.

Purchases from booster funds require approval from the Athletic Director.

All fundraisers must be approved by the administration prior to the event, with the head coach of each program signing off on the approval. Fundraiser forms are available at the front office.

COACHES CERTIFICATION

All coaches 7-12 will be mandated to become Certified Coaches. In order to become certified each coach will need to take and get each certificate to the activities director. The following will be mandated: Concussion in Sports-What You Need To Know, Fundamentals of Coaching courses from the NFHSLEARN website: http://www.nfhslearn.com. Along with First Aid / CPR / AED Training**. If a coach does not take the required courses, the coach will pay the fine from NDHSAA**

COACHES BUS LICENSE

All coaches are highly recommended to get their CDL Bus License. All coaches are required to take a defensive driving course every five years.

CONSUMPTION OF ENERGY DRINKS, PRE-WORKOUT, ETC.

Students are strongly encouraged not to consume beverages of energy, pre-workout, etc. prior to practice or any athletic activity.

CONCUSSION

McKenzie Health Policy: To ensure proper management and safe return to play guidelines for athletes suffering a concussion.

Procedure:

1. Certified Athletic Trainer will perform an assessment of the injured person to determine the presence of concussion and associated injuries.
    1. Diagnosis of concussion can include one or more of clinical domains:
        1. Symptoms: somatic (e.g. Headache), cognitive (eg. Feeling like in a fog),

and/or emotional symptoms (e.g. Lability)

2. Physical signs (e.g. Loss of consciousness, amnesia)
3. Behavioral changes (e.g. Irritability)
4. Cognitive impairment (e.g. Slowed reaction time)
5. Sleep disturbance (e.g. Drowsiness)
6. Vestibular and Ocular Motor disturbances

2. When a Student Athlete shows any signs of concussion:

    1. The student athlete should be medically evaluated using standard emergency management principle, with particular attention to excluding a cervical spine injury
    2. After clearing first aid issues, assessment of brain injury occurs with focused history, neuropsychological evaluation, and physical exam.
    3. The Student Athlete should not be left alone following the injury and serial monitoring for deterioration is essential over the next few hours. With any deterioration in the athlete, urgent referral into the healthcare system will be initiated.
    4. A Student Athlete suspected of a concussion will not be allowed to return to play on the day of injury.

- Worsening symptoms, failure to improve, or special circumstance may dictate referral to athlete's primary care physician and can be done at any time during the evaluation, recovery, and rehabilitation period.

FUNDRAISING

Concessions, operations, donations, percentage of operations, allowable donations and supplies outside of concessions.

P**arent/Guardian Involvement**:
It is **required** that parents/guardians work alongside student participants to manage and operate concessions. This promotes community engagement and helps ensure smooth operations.

1. **Concessions Assigned:** All athletic and co-curricular groups, including class advisors, coaches, and activity sponsors, are required to assist with concession operations as part of their fundraising responsibilities. In order to hold a fundraiser, each group must sign up for and fulfill at least one concession during football, volleyball, basketball, or other activity seasons. If a concession assignment is not selected, one will be assigned by the administration or activities director.
2. **Menu Coordination**:
   The Concession Coordinator will be responsible for setting the menu for all concession events. If you would like to request specific items or make suggestions, please reach out to Becky ahead of time to discuss any potential changes.
3. **Operations Fund Allocation**:
   To support the organization associated with running concessions, 15% of the total profit will be allocated to concession operations.
4. **Donations of Food and Supplies**:
   Donations of food items and supplies are welcome and greatly appreciated, as long as the donated food aligns with our guidelines regarding food allergies. If you plan to donate, please ensure that all items meet safety and allergy standards.
5. **Special Event Concessions**:
   If concessions for a special event are made entirely from donated food or supplies and do not use concession items such as pop, candy, or supplies, the 15% operations fee will not be taken from the profits.

   **Important*: All special events must seek and obtain prior approval from the superintendent before hosting concessions.

STUDENT BEHAVIOR EXPECTATIONS

All student-athletes are expected to follow the same standards of conduct outlined in the Alexander Public School Student Handbook, regardless of whether the activity takes place on or off school grounds. This includes all practices, competitions, events, and travel.

Behavioral expectations and consequences are consistent across all school activities and aligned with the appropriate grade-level handbook. Violations of these expectations may result in disciplinary action, including but not limited to suspension from practices, competitions/events, or full removal from the team, in accordance with the school's discipline policy.

Participation in extra-curricular activities is a privilege, and athletes are held to a high standard as representatives of our school community.

COACH/ADVISOR EXPECTATIONS FOR STUDENT BEHAVIOR

Participation in extracurricular programs is a privilege. Students involved in these activities are held to a high standard as representatives of the Alexander Public School community. Coaches and advisors play a key role in modeling and maintaining these standards.

All coaches and advisors are required to uphold all Board policies, including the Staff Code of Conduct. In addition, coaches and advisors must actively monitor and enforce appropriate cell phone and technology use during all school-sponsored activities. This includes, but is not limited to, use during transportation, the activity or event itself, overnight stays, and in locker rooms or other private areas.

Any behavior or disciplinary issue that warrants administrative action must be referred to the Principal immediately. If a coach or advisor chooses not to address a situation directly or determines that the behavior is beyond the scope of their authority, the matter must be promptly reported to school administration. Once referred, all decisions regarding disciplinary consequences will rest with the Principal in alignment with school policy.

HEAD COACH INVENTORY

Head coach must turn in an updated inventory of all equipment.

Each player will be issued a practice jersey at the beginning of the basketball season. If the practice jersey is not returned or ruined, they player will be charged $20.00 replacement fee.

LOCKER ROOMS

Locker rooms need to be checked daily after practice, after games both in Alexander and after games/activities.

MANDATED REPORTER

Per NDCC 15.1-19, Each public and nonpublic school teacher, administrator, and counselor annually shall provide documentation to the department of public instruction of the individual's completion of the online interactive training module provided by the department of health and human services for mandated reporters of suspected child abuse or neglect

MEALS FOR STUDENTS PARTICIPATING IN EXTRACURRICULAR ACTIVITIES

Meals provided during extracurricular activities will be covered by the activity fund designated for that program. These expenses apply to both students and coaches involved in the activity. The school district will not cover meal costs related to extracurricular events. All arrangements must be coordinated through the activity advisor or coach in advance.

PURCHASES

All purchases must receive approval by the Athletic Director before the purchase is made.

REPORTING SCORES

Head coaches are responsible for reporting scores and/or statistics (or ensuring that a delegated individual does so) on the evening following a home varsity game/meet/tournament. Results that should be reported on the evening of an event include: Volleyball match/tournament, football game, basketball game Information for local weekly papers will be issued as needed.

SCHEDULES

All game and practice schedules need to be approved by the AD and shared with the front office and administration.

1. **Practice Schedules:** Coaches need to provide practice schedule including time and place to the AD for approval prior to the season or within the first few weeks. Once approved, the AD will share it with admin and front office.

SCHOOL BOARD POLICIES

All coaches must follow all school board policies. Refer to the following policies referenced regarding student behavior and medication.

The full board policies listed below are available on the school's website: https://www.alexanderschoolnd.us/

Concussion Management: Board policy FCAF on 06/2022
Non-Discrimination and Harassment: Board policy AAC adopted on 10/2022
Staff Code of Conduct: Board policy DE adopted on 01/2025
Sportsmanship Regulations: Board policy ABCB-BR adopted on 11/2022
Bullying Policy: Board policy ACEA adopted on 01/2024
Hazing: Board policy ACEB adopted on 06/2022
Student Conduct and Discipline: Board policy FF adopted on 07/2025
Personal Electronic Communication Devices Prohibition During Instructional Time: Board policy FFI adopted on 07/2025

SEVERE ALLERGIES

Alexander Public School recognizes the growing number of students enrolling in our schools with potentially life-threatening food allergies. As public educators, we recognize our responsibility to develop appropriate health plans for students with food allergies that detail emergency treatment while proactively addressing conditions to prevent exposure to specific allergens. We believe a collaborative partnership between school and family is the best way to achieve this goal while thoughtfully increasing the student's independence to care for him/herself. While the medical and health-related needs are unique for each student, our intention is to establish a set of consistent, systemic practices within the district. As an educational environment, we believe in our capacity to educate our families, teachers, and students to better understand life-threatening allergies. The APS Severe Allergies Handbook addresses peanut, tree nut and latex allergies. Please note that cleaning with water, dish soap or antibacterial hand sanitizer is NOT effective in removing peanut or nut proteins from surfaces. This fact influences the need to control our school environment and the guidelines that we have. Good handwashing techniques, to include warm water, soap and friction, are important.

Peanut Allergy - is one of the most common causes of severe allergy attacks. This allergy occurs when your immune system mistakenly identifies peanut proteins as something harmful. Direct or indirect contact with peanuts causes your immune system to release symptom-causing chemicals into your bloodstream. Exposure can occur in different ways: 1) Direct Contact, the most common cause, is eating peanuts or peanut-containing foods. Sometimes direct skin contact with peanuts can trigger an allergic reaction; 2) Cross-Contact, unintended introduction of peanuts into a product, generally the result of a food being exposed to peanuts during processing or handling; 3) Inhalation, when inhaling dust or aerosols containing peanuts, from a source of peanut flour or peanut cooking oil. This allergy is NOT to be confused or grouped with a tree nut allergy or seeds. Complications of peanut allergy can include anaphylaxis, a serious allergic reaction that is rapid in onset and may cause death.

Tree Nut Allergy - is one of the most common food allergies in children and adults. The allergy tends to be lifelong. Exposure occurs in the same ways as peanut allergies: direct contact, cross contact and inhalation. Tree nuts include: walnuts, hazelnuts, pistachios, almonds, cashews, Brazil nuts. This allergy is NOT to be confused or grouped with peanut allergies or seeds. Complications of tree nut allergy can include anaphylaxis, a serious allergic reaction that is rapid in onset and may cause death.

Latex Allergy - is a reaction to certain proteins found in natural rubber latex, a product made from the rubber tree. If you have a latex allergy, your body mistakes latex for a harmful substance. It is used in a wide variety of consumer products, including rubber gloves, tubing, rubber bands, etc. Exposure occurs by direct contact or inhalation. Complications of latex allergy can include anaphylaxis, a serious allergic reaction that is rapid in onset and may cause death.

Degree of reaction severity - the projected allergic reaction and its impact on the patient - from mild (skin irritations) to severe (life threatening: immediate anaphylaxis shock).

Anaphylaxis - is a severe, life-threatening allergic reaction to an allergen (nut, bee sting, latex, etc.). It occurs suddenly and can worsen quickly and may cause death. This reaction requires emergency care.

Parent of a student with a severe allergic condition - notify the school of the student's allergic condition upon registration or recent diagnosis if the student is already enrolled in the district. If your student is new to the school, contact the school to set up a meeting with the school nurse. Please do the following prior to the start of school: 1) Have your doctor complete and sign the Health Care Provider (HCP) Anaphylaxis Action Plan (Form ACBD-E12). This form must be submitted annually. 2) Complete the Self-Administration of Medication for Airway Constricting Disease, Asthma or Anaphylaxis (Form ACBD-E11) must be signed by the doctor, parent and student IF the student is going to keep emergency medication on them. This form must be submitted annually.

Allergen-safe/restricted classroom/area - is a classroom/area that peanut and/or tree nut containing products are NOT allowed: the commons area and any classroom with a student that has a severe life-threatening allergy. Other examples would include the art room, music room, STEM room, gym class, and library.

Allergen-safe/restricted table - is a table reserved solely for students with peanut and/or tree nut allergies and students that are also eating meals that are peanut/tree nut free. The need for this table is declared in the individual Health Care Plan and/or 504 plan.

Latex products are NOT allowed in any area of the school.

IF your child is in an allergen-safe/restricted classroom, you will receive a letter explaining the restrictions, what is allowed to be brought into the classroom, etc. at school registration prior to school starting. You may contact Nurse Heen at any time for questions.

Travel –the school nurse will send necessary emergency medication with coaches; coaches will notify parents of travel and what is allowed to send for food/snacks.

Bake Sales are only allowed after school hours and at functions that are not required for all students to attend.

Please reference the Severe Allergy Handbook for more specifics regarding severe allergies. This handbook can be accessed at APS and online on the Alexander Public School website.

STATISTICS

Head Coach must keep statistics approved by the AD for every varsity season.

STUDENT AWARDS

Head Coach must turn in student awards to the AD at the end of the season to be kept until the sport banquets.

SUPERVISION OF FACILITIES

Under NO CIRCUMSTANCES is a student to be in a building of the Alexander Public School system without direct school staff supervision.

SUPERVISION ON TRIPS

All trips taken shall have adequate supervision as determined by the administration. Coaches, advisors, and/or chaperones need to disperse throughout the bus to ensure adequate supervision at all times. Any deviation from this procedure must be approved by the administration prior to trip departure. At no time should alcohol be consumed in the presence of students or prior to supervision students. Bag checks for all overnight activities by coaches and/or administration.

Trip details must be sent out to parents/guardians including but not limited to the following:

- Departure and Return dates and time
- Baggage inspection prior to departure
- Financial needs of each student
- Permission slips if necessary

SUPERVISION IN HOTEL ROOMS

When overnight trips take place, the coaches need to secure a key to each room and make appropriate room checks. Reasonable curfews will be set each night and evening team meetings are encouraged. Head coaches are responsible for team members at all times. No one besides coaches and team members are allowed inside hotel rooms at any time. If a student / athlete does not follow any rules set by their coach and/or hotel the parents are to be notified to pick up their child and the student / athlete will not be able to participate the following day or in any overnight events for the rest of season.

TRANSPORTATION

All coaches of all levels must submit to the AD a transportation request form one week prior to the event to include the following:

- Locations
- Departure time
- Date
- Number of persons

Driving coaches will receive compensation for driving. Compensation will be paid on distance, not clocked time.

Drivers must submit transportation paperwork to the business manager.

School vehicles should be used for student transportation. If all school vehicles are unavailable, personal vehicles may be used, and mileage will be reimbursed at the state rate. Mileage reimbursement forms can be obtained from the business office.

SPORTS

BASKETBALL

GRADES 9-12

The Head Basketball Coach is responsible to the Activities Director for developing and conducting the basketball program in accordance with the policies of the school district and the rules of the NDHSAA. The Head Coach is responsible for the total program. The coach supervises, coordinates, and evaluates the duties of all assistant coaches.

The following items, in addition to the general description for all Athletics and Coaches, make up the duties of the Head Basketball Coach.

1. Attend the NDHSAA Rules Clinic (not attending will result in the direct assessment of the NDHSAA fine).
2. Assist Activities Director with scheduling and coordinating practice and game schedule.
3. Responsible for keeping statistics and having information ready for area press following each basketball game, including calling in scores.
4. Conduct practices on non-game days and coach on all game days.
5. Arrange for bus transportation with Athletic Director.
6. Length of the regular season shall be determined by NDHSAA rules.
7. Attend region meetings.

8. Requirement for lettering: A participant must be in good standing throughout the season on the varsity team.
9. Annual team awards will be given at banquet.
10. The dress code consists of dress pants, jeans, or dress shorts, collared shirts (no T-shirts), and dress or tennis shoes.
11. Attend meetings set up by the Activities Director throughout the season.
12. Responsible for proper care of uniforms, supplies, and equipment.
13. Get approval in the event of using any other facility besides the designated practice facility.
14. Get approval on all purchases charged to the school.
15. Responsible for the roster, team photo, and cutline being placed on the NDHSAA website
16. Inventory of uniforms and equipment must be completed prior to compensation

GRADES 5-8

The purpose of this program is to teach students basketball fundamentals, sportsmanship, teamwork, knowledge of rules, positive attitude toward team and opponents, and the development of good physical health. The intent of this program is to allow each student to reach his or her full potential. All practice sessions should be a time of fun, as well as a learning situation. Playing time is earned in practice, and coaches will have final say in the matter.

The following items, in addition to the general description for all coaches, make up the duties of the 7th and 8th Grade Basketball Coaches.

1. Assist Activities Director with scheduling and coordinating practice and game schedule.
2. Arrange for bus transportation with Athletic Director
3. Length of regular season shall be a maximum of 12 games and a tournament.
4. The dress code consists of dress pants or jeans (no blue jeans) or dress shorts, dress shirts (no T- shirts), and dress shoes or tennis shoes.
5. Responsible for proper care of uniforms, supplies, and equipment.

DRAMA ADVISOR
GRADES 7-12

The Drama Coach is responsible to the Activities Director for developing and conducting the activity to which assigned in accordance with the policies of the school district and the rules of the NDHSAA.

1. Read scripts to find a suitable one for the particular group giving the play, taking into consideration all that wish to be involved.
2. Assist the Activities Director with coordinating practice and performance schedule.

3. Conduct try-outs for casting the play.
4. Supervise students as they build, paint, and decorate set.
5. Procure costumes suitable for the play.
6. Arrange stage technicians.
7. Prepare articles for publicity and advertising.
8. Prepare programs.
9. Following performances assist in set removal to assure that all properties and furnishings are returned properly.
10. Members of the play cast will be grades 7-12 for high school productions plus other students that may be needed to assist.
12. The letter requirement consists of attending practices regularly and finishing the production as well as cleanup and following all guidelines set down by the NDHSAA.

FOOTBALL

GRADES 9-12

The Head Football Coach is responsible to the Activities Director for developing and conducting the football program in accordance with the policies of the school district and the rules of the NDHSAA. The Head Coach is responsible for the total program. The coach supervises, coordinates, and evaluates the duties of all assistant coaches.

The following items, in addition to the general description for all coaches, make up the duties of the Head Football Coach.

1. Attend the NDHSAA Rules Clinic (not attending will result in the direct assessment of the NDHSAA fine).
2. Assist Activities Director with scheduling and coordinating practice and game schedule.
3. Responsible for keeping statistics and have information ready for area press following each football game, including calling in scores.
4. Conduct practices on non-game days; coach on all game days.
5. Arrange for bus transportation with Athletic Director.
6. Length of the regular season shall be a maximum of 9 games.
7. Annual team awards will be given at banquet.
8. Requirement for lettering: A participant must be in good standing throughout the season on the varsity team.
9. Annual team awards will be given.
10. The dress code consists of uniform top on game day.
11. Attend meetings set up by the Activities Director throughout the season.
12. Responsible for the team roster and team photo being placed on the NDHSAA website.
13. Get approval in the event of using any other facility besides the designated practice facility.
14. Get approval on all purchases charged to the school

15. Responsible for proper care of uniforms, supplies, and equipment.
16. Inventory of uniforms and equipment must be completed prior to compensation

GRADES 7-8

The purpose of this program is to teach students football fundamentals, sportsmanship, teamwork, knowledge of rules, and a positive attitude toward team and opponents. The intent of this program is to allow each student to reach his or her full potential. All practice sessions should be a time of fun, as well as a learning situation. Playing time is earned in practice, and coaches will have final say in the matter.

The following items, in addition to the general description for all coaches, make up the duties of the Junior High Football Coach (grades 7-8).

1. Assist Activities Director with scheduling and coordinating practice and game schedule.
2. Contact the Activities Director to obtain necessary workers for home games.
3. Arrange for bus transportation with Athletic Director.
4. Length of regular season shall be a maximum of 8 games.
5. Uniform top on game days.
6. Responsible for proper care of uniforms, supplies, and equipment.

GOLF

The Head Golf Coach is responsible to the Activities Director for developing and conducting the sports to which assigned in accordance with the policies of the school district and the rules of NDHSAA. The Head Coach is responsible for the total program. The Coach will supervise, coordinate, and evaluate the activities of assistant coaches.

The following items, in addition to the general description for all Athletics and Coaches, make up the duties of the Head Golf Coach:

1. Attend the NDHSAA Rules Clinic – not attending will result in the direct assessment of the NDHSAA fine.
2. Assist AD with scheduling and coordinating practice and meet schedule.
3. Responsible for keeping statistics and have information ready for area press following each meet and tournament, including calling/faxing scores.
4. Arrange for bus transportation with AD.
5. Length of the regular season shall be approximately 10 weeks.
6. Attend region meetings if held
7. Structure a practice schedule that allows athletes to practice both in Alexander and at a neighboring course.
8. Annual awards/recognition of participation will be given at the Spring Banquet.

9. Requirement for lettering: Participate as a varsity golfer in a varsity meet.
10. The dress code consists of jeans/shorts, dress shirt (no t-shirt) and appropriate shoes.
11. Attend meeting set up by the AD throughout the season.
12. Responsible for the roster, team photo and cutline being placed on the NDHSAA website.
13. Get approval in the event of using any other facility besides the designated practice facility.
14. Get approval on all purchases charged to the school
15. Complete inventory of uniforms and equipment at the completion of the season prior to compensation.

MUSIC: VOCAL & INSTRUMENTAL
GRADES 7-12

The Music Director is responsible to the Activities Director for developing and conducting the activity to which assigned in accordance with the policies of the school district and the rules of the NDHSAA. The Music Director coordinates the activities of all students involved along with any assistant coaches.

The following items, in addition to the general description for all non-athletics and advisors, make up the duties of the Music Director.

1. Attend a music clinic and regional meetings each year to become updated on rules, regulations, etc.
2. Extend the invitation to all students who are interested in any music activity.
3. Inform and encourage students of the various activities and contests in which they can participate.
4. Keep record of student participation.
5. Have a Fall and Spring Concert. Help out with music for Graduation and Homecoming.
6. Be responsible for music/National Anthem at all home games that the band plays. When band doesn't or cannot play, performers for the National Anthem will attempted to be found. If no one can be found, a recording will be used. The Music Director is not responsible to be present for the National Anthem when the band does not play. Make schedule.
7. Practice with each student in each category to coach them on their performance.
8. Arrange participation in regional and state contests.
9. Accompany students to all away events.
10. The requirement for lettering is as follows: (A) Student must be a member in good standing (no NDHSAA or Alexander ineligibilities due to alcohol, controlled substances, or behavior). (B) Student must be in band and/or choir both semesters of the school year to be eligible for letter. (C) Student must have a grade no lower than a C. (D) Band and choir members are to participate in all required music events and performances. All performances count toward grade. For a performance to be excused a valid written excuse signed by a parent must be turned into music director.

The excuse must state a valid reason for missing performance. Validity of excuse is determined by music director.

11. If band/choir is playing or performing, band/choir students will be excused from participating in any other activities or practices scheduled during the time band/choir is performing. However, varsity players of school sponsored events are excused from band/choir to play for their athletic games. B and C squad players are expected to play in band/choir. Players playing in away scheduled school sponsored events will also be excused if their games are scheduled during the time band/choir performs. Students participating in other school sponsored extra-curricular events not at the same site are not excused from playing in band/choir unless their events are scheduled during the same time as band/choir performs.
12. If the band/choir is playing for more than one game on a particular day, varsity athletes will play in the band when not playing their athletic event.
13. No other activities will be scheduled on concert or festival days.
14. Special practices and meetings will not be scheduled to interfere with band/choir or other music performances. If they are, music performance is priority over practice.
15. Establish your dress code for band, National Anthem, regional and state contests and festivals.
16. Responsible for the roster and team photo being placed on the NDHSAA website

SPEECH

The Head Speech Coach is responsible to the Activities Director for developing and conducting the sports to which assigned in accordance with the policies of the school district and the rules of the NDHSAA. The Head Coach is responsible for the total program. The coach will supervise, coordinate, and evaluate the activities of assistant coaches.

The following items make up the duties of the Head Speech Coach:

1. Length of regular speech season shall be approximately 12 weeks.
2. Attend NDHSAA rules clinic and regional meetings throughout the year as required.
3. Assist the Activities Director with scheduling and coordinating practices and meet schedule.
4. Arrange for bus transportation with Athletic Director.
5. Assist students in selecting and/or writing appropriate speeches for competition.
6. Conduct practices at least two to four times per week. Practices will be at flexible times for students who are involved in other activities or athletics.
7. Keep records of judge ballots and comments for student improvement throughout the season.
8. Complete and send in entry forms and entry payment to meet managers.
9. Responsible for proper care of stopwatches and speech materials for meets.
10. Arrange participation in the regional speech meet and in the state speech meet for students who qualify.

11. Establish business dress code for all meets unless otherwise specified by the meet manager.
12. Requirement for lettering: A participant must be in good standing throughout the season
13. Special awards may include Best Interpretation, Best Extemporaneous Speaker, Best Public Speaker, and Most Improved.

VOLLEYBALL

GRADES 9-12

The Head Coach is responsible to the Activities Director for developing and conducting the program in accordance with the policies of the school district and the rules of the NDHSAA. The Head Coach is responsible for the total program. The coach supervises, coordinates, and evaluates the duties of all assistant coaches.

The following items, in addition to the general description for all Athletics and Coaches, make up the duties of the Head Coach.

1. Attend the NDHSAA Rules Clinic (not attending will result in the direct assessment of the NDHSAA fine).
2. Assist Activities Director with scheduling and coordinating practice and game schedule.
3. Responsible for statistics information ready for area press following each VB game, including calling in scores.
4. Conduct practices on non-game days and coach on all game days.
5. Arrange for bus transportation with Athletic Director.
6. Length of the regular season shall be 14 matches and three tournaments.
7. Attend regional and state meetings.
8. Annual team awards will be given at banquet.
9. Requirement for lettering: A participant must be in good standing throughout the season on the varsity team.
10. Annual team awards will be given.
11. The dress code consists of dress pants or jeans (no blue jeans) or dress shorts, dress shirts (no T-shirts), and dress shoes. Dress code for day long tournaments will consist of travel gear / sweats.
12. Attend meetings set up by the Activities Director throughout the season.
13. Get approval in the event of using any other facility besides the designated practice facility.
14. Get approval on all purchases charged to the school
15. Responsible for the roster, team photo and cutline being placed on the NDHSAA website.
16. Inventory of uniforms and equipment must be completed prior to compensation

GRADES 5-8

The purpose of this program is to teach students volleyball fundamentals, sportsmanship, teamwork, knowledge of rules, and a positive attitude toward team and opponents. The intent of this program is to allow each student to reach his or her full potential. All practice sessions should be a time of fun, as well as a learning situation. Playing time is earned in practice, and coaches will have final say in the matter.

The following items, in addition to the general description for all coaches, make up the duties of the Junior High Volleyball Coach (grades 7-8).

1. Assist Activities Director with scheduling and coordinating practice and game schedule.
2. Arrange for bus transportation with Athletic Director.
3. Length of regular season shall be a maximum of 12 matches.
4. The dress code consists of dress pants, jeans, or shorts, a dress shirt, and dress shoes or tennis shoes.
5. Responsible for proper care of uniforms, supplies, and equipment

Disclaimer: All APS District Policies are not included in this handbook. Items/issues not specifically covered in the handbook will be reviewed/handled at the discretion of the administration.