Albert Lea Activities Handbook

2025-2026

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Albert Lea Activities

The Albert Lea High School activities department aims to provide a positive co-curricular experience for all students involved in activities or clubs. This handbook is intended to outline key components and procedures to ensure students have a positive experience. The Albert Lea High School activities department operates under District 241 School Board policy.

Albert Lea High School is a MSHSL member school and many of our offered activities are governed in part by the direction and cooperation of the MSHSL.

MSHSL Mission Statement

The Minnesota State High School League provides educational opportunities for students through interscholastic athletics and fine arts programs, and provides leadership and support for member schools.

MSHSL Beliefs

We believe that:

- participation in school activity programs is a privilege and not a right.
- compliance with school, community, and league rules is essential for all activity participants.
- student participants who choose to be chemically free must be supported.
- academic priorities must come *before* participation in athletic or fine arts activities.
- participation in school-sponsored activities must be inclusive, not exclusive.
- collaborative relationships with parent(s) or guardian(s) and community enhance a school's opportunity to positively impact student success.
- students should have an equal opportunity to participate in all activities offered at ALHS.
- success of the team is more important than individual honors.
- ethical behavior, dignity, and respect are non-negotiable.
- ethical behavior, fairness, and embracing diversity best serve students and school communities.
- positive role models and an active involvement in a student's life by parent(s) or guardian(s) and others are critical to student success.
- high school activity programs are designed for student participants, and adults must serve in a supportive role.
- sportsmanship needs to have a constant presence in all school-based activity programs.

The following guidelines are intended to provide a uniform body of rules for all athletics and activities at Albert Lea High School.

Athletic and Fine Arts Offered at ALHS

District 241 is a member of the Minnesota State High School League and Big 9 Conference. Compliance with the MSHSL and specific District 241 rules is required for students participating in any activity. To become an official member of the team/activity, a student must complete the ALHS online registration questionnaire, remit payment, and provide a copy of a current MSHSL sports physical (must be current within three years).

MSHSL CATEGORY I ACTIVITIES

Activity	***Season***	**Head Coach**	**Activity**	***Season***	**Head Coach**
Baseball	*Spring*	Jay Enderson	Soccer, Girls	*Fall*	Amy Wacholz
Basketball, Boys	*Winter*	Harrison Koetz	Softball	*Spring*	Derek Fleek
Basketball, Girls	*Winter*	Chance Fazio	Swimming, Boys	*Winter*	Amy Steihl
Cross Country, Boys	*Fall*	Jim Haney	Swimming, Girls	*Fall*	Anna Anderson
Cross Country, Girls	*Fall*	Margo Wayne	Tennis, Boys	*Spring*	Therese Netzer
Dance Team	*Winter*	Jen Dalager	Tennis, Girls	*Fall*	Olivia Harris
Football	*Fall*	Paul Dunn	Track, Boys	*Spring*	Kevin Gentz
Golf, Boys	*Spring*	Brady Neel	Track, Girls	*Spring*	Jasmine Hansen
Golf, Girls	*Spring*	Sara Rasmussen	Volleyball	*Fall*	Megan Kaye
Hockey, Boys	*Winter*	Matt Erickson	Wrestling	*Winter*	Preston Nelson
Hockey, Girls	*Winter*	Mike Carlson	Speech	*Winter*	Dean Pape
Soccer, Boys	*Fall*	Matt Humphrey			

MSHSL CATEGORY II ACTIVITIES

Activity	**Advisor**	**Activity**	**Advisor**
One Act Play ($50)	TBD	*Clay Target (No School Fee)	Jeff Laskowske

**** May incur external league/association fees.***

NON-MSHSL ACTIVITIES

ALHS has a local policy that these activities will follow the MSHSL Category II Activity rules and penalties.

Fee-Based Activities		**No Fee Activities**
Mock Trial ($50)	Math Team ($50)	Knowledge Bowl
Marching Band ($50)	Show Choir ($50)	National Honor Society
Jazz Band ($50)	Chamber Orchestra ($50)	Ahlahasa
Fall Musical ($50)	Chorale ($50)	*FFA
Spring Play ($50)	*Robotics ($50)	Caroliers
Super mileage ($50)	eSports ($100)	Student Council
		Youth In Government (YMCA)

**** May incur external league/association fees.***

ALHS CLUBS

ALHS clubs will follow school policy, rules, and expectations.

Archery Club	Humanities Club	French Club
GSA Club	Chess Club	Spanish Club

FINANCIAL ASSISTANCE

Financial assistance for activities is available for families through the Tiger Foundation Assistance Fund. Forms for the Tiger Foundation Assistance Fund can be found online or in the ALHS Activities Office. School social workers can provide information for assistance on how to apply. Additional assistance for high school athletic activities is provided through donations from our Hall of Fame Committee. See page 7 for a breakdown of activity fees.

AWARDS

The following is a list of awards provided through the ALHS Activities Office. Award certificates shall be presented at the athletic award banquet for each sport. If the student athlete does not attend the banquet but earned an award, the award may be picked up at the ALHS Activities Office after the banquet.

- **Varsity Letter:** Letter winners are chosen based on guidelines set by coaches. Please reference individual sport/activity web sites and handbooks for more detailed lettering criteria.
- **Spotlight on Scholarship:** All students who maintained a GPA of 3.0 during the season on B-Squad levels or higher will receive this award.
- **Three Sport Athletes:** Students who participated in a Fall, Winter, and Spring sport at the C-Squad level or higher will receive this award. This will be presented at the spring activity banquet.
- **Big9 Scholar:** Awarded to seniors only, who maintain a cumulative GPA of a 3.65 or higher and who have earned a varsity letter. This award is provided by the Big9 Conference.
- **Big9 All-Conference and Honorable Mention:** All-Conference and All-Conference Honorable Mention awards are chosen by the Big9 conference. Each sport/activity has a different selection process and criteria to determine this award. This award is provided by the Big9 Conference. Students who are not in good standing at any point during their season will not be considered for All-Conference or Honorable Mention award

DEFINITIONS

Category I Activity – League sponsored activities in which a member school has a schedule of interscholastic contests, exclusive of league sponsored tournaments.

Category II Activity – League sponsored activities in which a member school does not have a schedule of interscholastic contests, exclusive of league-sponsored tournaments.

End of Season – The season shall end when the student or the student's team has been eliminated from further participation in a League tournament series. For the purpose of teams and practices, the end of season shall be defined to be the last date of the state tournament in that sport.

Good Standing - The student is in good standing if they are eligible under of all the conditions and eligibility requirements of that school as well as the eligibility requirements of the Minnesota State High School League.

No Contact Period – The week of July 4th. During the no-contact period salaried and non-salaried coaches may not: (1) have an contact with members of their high school program, (2) travel with members of their high school program, (3) supervise members of their high school program in an open gym, strength and conditioning program or any sport specific training session, or (4) schedule any activity including leadership or team building programs.

Summer Period – Summer shall be defined as the period from the Saturday following the fourth Friday in May through Labor Day. Summer for the sport of soccer shall be defined as the day following the fourth Friday in May through the Sunday immediately prior to the official starting date of the MSHSL high school soccer season.

Summer Waiver Period – Member schools have the authority to approve a summer coaching waiver for their salaried and non-salaried coaches. The summer coaching waiver grants permission to high school coaches to coach and instruct members of the high school team during the summer waiver period. The summer waiver period begins on June 1 and concludes on July 31. With the exception of baseball and softball, the summer waiver period also includes a one-week no-contact period.

Activity Fees

Base Fees:

High School Athletics $150
Middle School Athletics $0
Fine Arts/Fee Based Non-MSHSL Activities $50

Reduced Fees:

"*Enter $ Amount*" Option
Families will have the option to pay any amount if their family situation dictates a reduced fee. There will be no labels such as "Reduced Lunch Rate" or "Free Lunch Rate" and no questions will be asked.

"*$0.00*" Option
Families will have the option to select a $0 registration if their family situation dictates no fee.

Donation Option:

"*Make a Donation*" Option
Families will have the option to donate to ALHS to assist other families with their activity payment fee.

Family/Individual or Multi-sport Maximums:

There will be no caps for registrations built into fee structures. Should a family feel they cannot afford an activity they will select one of the reduced fee options.

ACTIVITIES REFUND POLICY

- If a student withdraws from activity, they can receive a full refund up to the first event/competition of the season. Anyone who withdraws after the first event/competition will not receive a refund nor will the registration fee be prorated unless the circumstance is approved by the Activities Director.
- If a student is removed from a team due to ineligibility or has not followed the guidelines of the MSHSL and/or Albert Lea School District, they will not receive a refund.
- Students cut from a team during tryouts will receive a full refund.

MSHSL Eligibility

BROCHURE

To participate in high school activities, students must be MSHSL eligible. The MSHSL publishes an eligibility brochure for students and parent(s) or guardian(s) to protect their eligibility. Every student athlete must sign off and agree to the terms of the MSHSL Eligibility Brochure's Eligibility Statement. As part of the online registration process for ALHS activities, students and parent(s) or guardian(s) agree to these terms. The brochure outlines key components to MSHSL regulations including a review of bylaws, athletic rules, and concussion management recommendations.

HANDBOOK

Complete regulations are found in the MSHSL Official Handbook which is available at each member school and available online at www.mshsl.org.

SCHOOL POLICY

The MSHSL requires member schools to adopt all bylaws as outlined in the MSHSL Official Handbook. The league allows member schools to adopt local policy, provided the prescribed penalties are *NOT LESSENED* (MSHSL bylaw 404). Albert Lea Public Schools apply local penalties (no less than MSHSL expectations). The table below is a quick reference guide to common violation types. Penalties are outline on pages 9-16.

VIOLATION TYPE	MSHSL BYLAW	MSHSL INFRACTION	SCHOOL INFRACTION	LEGAL INFRACTION
Chemical	205.0	X	X	*X
Academic	108.0/206.0	X	X	
Code of Responsibilities	206.0	X	X	*X
Harassment	209.0	X	X	*X
Assault	202.0/206.0	X	X	*X

*Dependent on scenario

In addition to ALHS Activities Department policies, all student athletes are expected to meet expectations of the Albert Lea Public School District and Albert Lea High School.

- The ALHS student handbook can be found online at www.albertlea.org
- The Albert Lea Public School District School Board Policies can be found online at Albert Lea School District Policies

General Eligibility:
Students must meet general eligibility requirements outlined by MSHSL bylaws 101-110 in order to be eligible to participate in MSHSL sponsored activities. These bylaws include specific requirements in age, attendance, credit requirements, enrollment, grade level eligibility, secondary graduates, physical exam, scholastic eligibility, seasons of participation, and semesters enrolled.

A Fair Hearing Procedure and Acknowledgement of Rights are provided for all students who wish to appeal a school's determination of a student's eligibility. For more information on that process, please review MSHSL 300.00 bylaws.

Transfer Students:
The MSHSL has a very specific transfer rule outlined by bylaw 111 for athletics (all Category I Activities minus Speech). Within bylaw 111 the MSHSL outlines criteria and scenarios that is acceptable and allows student athletes to remain eligible. For more information on transfer student eligibility please contact the ALHS activities office or read the MSHSL eligibility bylaw 111.

Student athletes that have transferred to ALHS must complete a Student Transfer Document to begin the transfer process for the activities department and MSHSL. Both schools (sending school and new school) and the MSHSL must come to an eligibility conclusion prior to participation. The Student Transfer Documents are housed in the district office or in the activities office.

Good Standing and Student Code of Responsibility:
To be eligible, a student must be in good standing with both ALHS and the MSHSL. Further, students must meet the Student Code of Responsibilities outlined by the MSHSL:

1. I will respect the rights and beliefs of others and will treat others with courtesy and consideration.
2. I will be fully responsible for my own actions and the consequences of my actions.
3. I will respect the rights and property of others.
4. I will respect and obey the rules of my school and the laws of my community, state and country.
5. 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.

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 as determined by the school.

For more information on the MSHSL Student Code of Responsibility or Good Standing, please read MSHSL bylaw 206 and the ALHS Student Handbook.

Athletic Camps & Clinics: *Not applicable for One Act Play, Speech, or Music.*
A student may attend a camp or clinic specializing in a sport during the school year if they receive approval from the school and the school has made appropriate academic accommodations.

A student may attend a camp or clinic during the summer. Non-school sponsored summer specialized camps or clinics do not require approval. Student athletes must adhere to the following MSHSL guidelines.

1. Camp or clinic participation fees must be provided by the student or the student's parent(s) or guardian(s), unless other arrangements are approved by the Board of Directors.
2. The non-school camp or clinic program shall not include any type of competition with teams from another camp or clinic.

For more camp and clinic information please review MSHSL bylaw 203. Students in violation of this bylaw may be subject to penalty.

Students who wish to partake in an Elite or National event sponsored by the National Governing Board (including camps or competitions) may need to complete an application with the MSHSL (reference MSHSL bylaw 207). The ALHS activities office can assist with this process. Students who are in violation of this bylaw may be subject to penalty.

Non-School Competition: *Not applicable for One Act Play, Speech, or Music.*
A student who is a member of a high school team may not participate as an individual competitor or as a member of a non-school team in the same sport during the high school season.

The rules and guidelines for training and competition during different time periods of the year can be challenging to understand. Please review the following main points outlined by the MSHSL bylaw 208.

During the High School Season

During the League high school season, student athletes that are participating in Cross Country, Golf, Swimming, Tennis, Track and Field, and Wrestling may take lessons from professionals and other non-school coaches without limit as to where, when or who may provide the training. These athletes may not miss a high school practice, game, or meet to take a lesson or train for a non-school event. These athletes may take lessons/train with a non-school team/club during the high school season in the same sport.

Students who have been eliminated from further participation in a League tournament series ***may*** participate as an individual or as a member of a non-school team in that sport.

After the conclusion of the season, teams ***may*** continue to conduct practice and training for all squad members, including students who have been eliminated from further individual competition in a League sponsored series, until completion of the state tournament conducted by the League in that activity.

During the School Year, Prior To and Following the High School Sports Season

A student may participate as an individual competitor or as a member of a non-school team provided that the student's participation is voluntary and not influenced or directed by a salaried or non-salaried member of the student's sophomore, B-squad, junior varsity or varsity high school coaching staff in that sport.

Students may not use any type of high school uniform.

A student may not receive coaching or training from a salaried or non-salaried member of the student's sophomore, B-squad, junior varsity or varsity high school coaching staff in that sport. Power skating and indoor soccer are included in this limitation.

A student may receive coaching or training including private lessons from a person who is not a salaried or non-salaried member of the student's sophomore, B-squad, junior varsity or varsity high school coaching staff in that sport.

Fees and expenses for non-school coaching, training or private lessons must be provided by the student or the student's parent(s) or guardian(s) unless approved by the Board of Directors.

Students ***may*** participate in Captains Practice provided that salaried or non-salaried school personnel are not involved in any capacity.

Students ***may*** participate in open gym.

Summer Vacation Period

Students may participate in camps, clinics/non-school teams, provided that these summer activities are voluntary and they are not influenced or directed to participate by a salaried or non-salaried member of the student's sophomore, B-squad, junior varsity or varsity high school coaching staff in that sport.

A student may not use any type of high school uniform.

A student may receive coaching or training from a salaried or non-salaried member of the student's sophomore, B-squad, junior varsity or varsity high school coaching staff in that sport provided the school has approved summer coaching for that sport.

Fees and expenses for non-school coaching or training must be provided by the student or the student's parent(s) or guardian(s) unless approved by the Board of Directors.

For more information regarding Camps, Clinics, and Non-School Competition or Training please review MSHSL bylaws 203, 207, and 208. Students in violation of these bylaws may be subject to penalty.

Combined MSHSL & Local Policy

ACADEMIC POLICY (MSHSL & LOCAL)

In order to be eligible for regular season and League tournament competition a student must be in good standing (MSHSL bylaw 206).

Students must be full time students according to the Minnesota Department of Education criteria. Students must be on track to meet the school's graduation requirements in six years (12 consecutive semesters) beginning with the first day of attendance in the 7th grade (MSHSL bylaw 103).

Students must be making satisfactory progress towards the school's requirements for graduation. The school where the student is fully enrolled and regularly attends shall determine satisfactory progress (MSHSL bylaw 108).

Academic Eligibility / Activity Penalty Policy

To comply with MSHSL requirements, all students must **maintain satisfactory progress toward graduation** in order to be eligible for participation in school activities. Being "on track to graduate" means having earned the required number of credits for the student's grade level. If a student lacks sufficient credits, they must enroll in **credit recovery** courses until they meet the threshold for being on track.

Semester Eligibility

- Eligibility is assessed at the end of each semester.
- Students must be passing all classes and must have accumulated the necessary credits to be considered "on track" toward graduation.
- If a student does not have enough credits, they will be placed in credit recovery until they reach the required credit threshold.

Penalties for Failing Semester Classes

Category I Activities
If a student is not on track toward graduation at the end of a semester in a Category I activity:

- The student will be ineligible until they have accumulated enough credits to be considered "on track" toward graduation.
- To regain eligibility, the student must complete an **Academic Progress Form** showing **no failing grades** in **all current semester courses, and approved by our credit recovery team that they are on track for graduation**.
- It must be submitted and approved by the Activities Director and Credit Recovery team before eligibility is restored.

Category II Activities
If a student is not on track toward graduation at the end of a semester in a Category II activity:

- The student will be ineligible until they have accumulated enough credits to be considered "on track" toward graduation.
- To regain eligibility, the student must complete an **Academic Progress Form** showing **no failing grades** in **all current semester courses, and approved by our credit recovery team that they are on track for graduation**.
- It must be submitted and approved by the Activities Director and Credit Recovery team before eligibility is restored.

Additional Notes & References

- This policy is aligned with MSHSL's requirement that students must be making academic progress toward graduation (i.e. earning credits) to remain eligible.
- Schools typically reserve the right to enforce stricter local rules than MSHSL, so this policy could have additional district expectations and handbook provisions.

CHEMICAL VIOLATION (MSHSL & LOCAL)

The MSHSL bylaw 205, outlined below, addresses chemical eligibility. Chemical eligibility rules apply over the entire calendar year (including summer). Once notified of a chemical violation, the school will complete an investigation and determine eligibility status within 10 school business days. The student and parent(s) or guardian(s) will be notified in writing of the eligibility determination.

At any time during the calendar year, a student shall not, regardless of the quantity:

1. use or consume, have in possession a beverage containing alcohol;
2. use or consume, have in possession tobacco; or,
3. use or consume, have in possession, buy, sell or give away any other controlled substance or drug paraphernalia.
4. 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 substances 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.

Denial Disqualification: A student shall be disqualified from all inter-scholastic athletics for nine additional weeks beyond the student's original period of ineligibility when the student denies violation of the rule, is allowed to participate (in competition) and then is subsequently found guilty of the violation.

ALHS Penalties (MSHSL and Local):

Category I Activity Penalty: Per MSHSL guidelines, and in accordance with Big 9 schools, Students must demonstrate satisfactory progress toward graduation in the current semester to regain eligibility. If a student is not on track for graduation they may participate in practices, but are ineligible for games and events until they are on track to graduate.

Category II Activity Penalty: Per MSHSL guidelines, and in accordance with Big 9 schools, Students must demonstrate satisfactory progress toward graduation in the current semester to regain eligibility. If a student is not on track for graduation they may participate in practices, but are ineligible for games and events until they are on track to graduate.

MSHSL and LOCAL ALHS CHEMICAL VIOLATIONS

First Violation	Second Violation	Third/Subsequent Violations
The student shall lose eligibility for the **next two consecutive interscholastic contests or two weeks, 14 calendar days, whichever is greater**, of a season in which the student is a participant (**MSHSL Minimum)** * ALL of the following three criteria must also be met: 1. 1-hour chemical education meeting with ALHS Chemical Counsellor within two weeks of the offense 2. No unexcused absences (school and sport) for remainder of season • Any absences must meet school and activities department accepted reasons and appropriate communication must be made to coaching staff prior to the absence. • Additional game suspension per unexcused absence	The student shall lose eligibility for **6 consecutive events or 3 weeks (whichever is greater)** in which the student is a participant. * ALL of the following three criteria must also be met: 3. 1-hour chemical education meeting with ALHS Chemical Counsellor within two weeks of the offense 4. No unexcused absences (school and sport) for remainder of season • Any absences must meet school and activities department accepted reasons and appropriate communication must be made to coaching staff prior to the absence. • Additional game suspension per unexcused absence	The student shall lose eligibility for the next **12 consecutive interscholastic contests or four weeks, 28 calendar days, (whichever is greater,)** in which the student is a participate * If the student voluntarily enters and completes a chemical dependency program or treatment program, the student may be reinstated after a minimum period of six weeks after entering treatment if all of the following conditions are met: a) The student is assessed as chemically dependent, b) enters treatment voluntarily, and c) the director of the treatment center certifies that the student has successfully completed the treatment program. • Re-entry meeting with parents/guardians, athlete, coaches must take place and student athlete has met MSHSL re-entry expectations (bylaw 205.C.2).

Fine Arts/Category II Activity:
Each Violation: Ineligible for the next officially scheduled public performance.

Other Chemical Violation Policy Penalties:
- Students in both Category I and II activities will serve both penalties as defined.
- Chemical Violations are accumulative throughout a student's high school participation career.

Added to Chemical and Code of Conduct:

*** Penalties shall be progressive beginning with the student's first violation and continuing throughout the student's high school career. Penalties shall be served consecutively.

ATTENDANCE (MSHSL & LOCAL)

Attendance & Eligibility Policy for Participation in Activities

Students must attend school and classes regularly. Under MSHSL Bylaw 102, students who have been dropped from school because of irregular attendance, extended absence, or suspension are **not eligible** to participate in League-sponsored activities.

To be eligible for participation in sports or other activities, students must be **in attendance for the entire school day**, unless the absence is officially excused. Excessive tardiness or unexcused absences may also result in loss of participation privileges.

New Provisions (Parent Permission & Medical Absences)

1. **Parent permission for a student to miss school will *not* count as an excused absence** for the purpose of activity eligibility. Only absences meeting the district's official criteria may be excused.
2. All **medical or dental appointment absences** must be accompanied by a **written note from the health care provider** stating the date, time, and necessity of the appointment. Without this documentation, the absence will be considered unexcused (unless administration grants exception).
3. The district reserves the right, consistent with Minnesota statute, to require a physician's note or licensed mental health professional verification when absences due to illness or health reasons become excessive.

Team Captains

Each athletic program at Albert Lea High School will establish and communicate its own **captain selection process** as part of its sport-specific guidelines. These procedures will be clearly posted on each team's official webpage.

A student who receives a **chemical violation** is **ineligible to serve as a team captain for one (1) calendar year** from the date of the violation.

At Albert Lea High School, we believe that team captains play a vital role in fostering success, sportsmanship, and leadership within their programs. Captains are expected to demonstrate **integrity, accountability, and respect** at all times—serving as positive representatives of Albert Lea High School both **on and off the playing surface**.

Treatment of Officials, Teams, Coaches, and Players

Albert Lea High School expects all participants, coaches, and spectators to uphold the highest standards of sportsmanship. **Disrespectful conduct** toward officials, opponents, teammates, coaches, or players will **not be tolerated**.

Disrespectful conduct includes—but is not limited to—**verbal abuse, inappropriate language, vulgar gestures, taunting, or unsportsmanlike behavior**. Any such actions may result in **immediate removal from the event, ejection**, and/or additional disciplinary measures consistent with the **Albert Lea High School Code of Responsibility** and **MSHSL guidelines**.

SEXUAL/RACIAL/RELIGIOUS HARASSMENT/VIOLENCE AND HAZING

A student shall not engage in sexual, racial or religious harassment or sexual, racial, religious violence or hazing during the school year or any portion of an activity season which occurs prior to the start of the school year or after the close of the school year. At a minimum, penalties outlined by MSHSL bylaw 209 will be followed. Penalties for sexual, racial or religious harassment or sexual, racial, religious violence or hazing are outlined in the tables below. For a complete set of information regarding definitions and detailed penalty descriptions, please review MSHSL bylaw 209 (cross reference MSHSL bylaw 206) and Albert Lea Public School Board policy 413 (can be found at Albert Lea Board Policies)

ALHS Penalties (MSHSL):

Athletics/Category I Activity:

SEXUAL, RACIAL OR RELIGIOUS HARASSMENT OR HAZING	SEXUAL, RACIAL, RELIGIOUS VIOLENCE OR HAZING
1) **First Violation:** The student shall lose eligibility for the next two consecutive interscholastic contests or two weeks, 14 calendar days, of a season in which the student is a participant, whichever is greater. 2) **Second Violation:** The student shall lose eligibility for the next six consecutive interscholastic contests or three weeks, 21 calendar days, whichever is greater, in which the student is a participant. 3) **Third or Subsequent Violations:** The student shall lose eligibility for the next 12 consecutive interscholastic contests or four weeks, 28 calendar days, whichever is greater, in which the student is a participant.	**Each Violation:** The student shall lose eligibility for the next 12 calendar months.

Fine Arts/Category II Activity:

SEXUAL, RACIAL OR RELIGIOUS HARASSMENT OR HAZING	SEXUAL, RACIAL, RELIGIOUS VIOLENCE OR HAZING
Albert Lea Public School policy states that students may be suspended from school for a violation of this nature. Students who are suspended from school are not in good standing and thus are ineligible for activities.	**Each Violation:** The student shall lose eligibility for the next 12 calendar months.

Communication Expectations

Within interscholastic activities, questions and concerns may arise. The ALHS Activities Department recommends the following steps to appropriately communicate.

Step 1 – Player talks with coach/advisor
Step 2 – Student/Parent/Guardian contact coach/advisor*
* Not on game day or immediately after a game
* Set up an appointment
Step 3 – Coach/Advisor contacts Activities Director
Step 4 – Student/Parent/Guardian contacts Activities Director
Step 5 – Activities Director contacts Principal/Superintendent

Immediate communication with the Activities Director or building Principal is warranted should the situation be significant or severe in nature.

Activity Registration

To register for an activity at ALHS, please visit our web site: https://albertleaathletics-ar.rschooltoday.com/ and follow the link to the online registration, or:

alschools.org → Activities & Athletics → Activities Registration- top of page

Registration information will be sent out via school district messaging prior to each registration window opening. Each season will have a separate registration window (Fall, Winter, and Spring). Fine Arts may have their own registration window and advisors will communicate when those will occur.

Payments can be made online with a credit card or cash/check payments can be brought in to the ALHS Activities Office.

A current (within the last three calendar years) sports qualifying physical is required. To complete a sport qualifying physical, bring a MSHSL Sports Qualifying Physical Examination cover page to your medical provider. The cover page is available from the ALHS Activities Office or on our Registration Software:

Please ask your health care provider for a completed copy of this upon completion of the physical exam.

If you have any questions or difficulties with the registration process, please contact the ALHS Activities Office.

Asked Questions

The following FAQ's are intended to provide insight to common inquiries. All scenarios are unique and ALHS administration reserves the right to use discretion to interpret procedures as needed to best serve school policy.

Q. My student received an unexcused absence due to coming to school half way through the day. Can he/she still practice or compete in the event today?
A. No. Students MAY NOT participate in practices/contests and/or scheduled activities with an unexcused absence in any hour(s) of the school day.

Q. My student has a medical appointment on a practice or game day. Can they still practice/participate in a contest?
A. Students MAY still participate in practices/contests and/or scheduled activities if the parent/guardian communicates with the high school office to "excuse" the absence. The student must **present a physician's note/statement to the office indicating that the student had a medical appointment**.

Q. How do the coaches find out about my student's attendance?
A. Coaches receive daily attendance reports. This is why it is important to communicate any absences with the high school office prior to the absence if it should be excused.

Q. My student is suspended from school (Out of School), can he/she come back to practice or compete in the event on the same day?
A. No, students MAY NOT participate in practices/contests and/or scheduled activities when suspended from school.

Q. If my student has to leave early from school for a game, what are my responsibilities?
A. Athletes must communicate with their instructors "in advance" to assure they have their homework prior to the departure of an early-out from school. Absences for scheduled school activities (ie. leave early for a game) will be communicated by the coach/advisor and already marked as excused with the high school office.

Q. Can my student drive to/from an away event?
A. No. Transportation to school events can only be provided by the school or a parent/guardian who has completed a Contest Travel Release Form 24 hours in advance. At NO time can an athlete drive their self to/from an out of town event. Students can however transport themselves within the school district to practices.

Q. If my student rides the bus to an event, can I bring my student home?
A. Yes, if written request shall be given to the activity's office - form found in the registration page when registering student for activity. Only parents/guardians can transport their students to/from away events when correct forms are completed and permission is granted. Siblings or other students are not allowed to transport students.

Q. What if my student has a chemical violation during the summer months?
A. The rules are in effect year-round. Penalties accumulate. The same consequences apply.

Q. Does my student have to go to practice if he/she is serving a violation?
A. Yes. The student athlete MUST attend practices and meet the team/coach expectations throughout the entire length of the season.

Q. What bus goes from Southwest Middle School after school to the High School?
A. Bus #365. This may change as needed by Albert Lea Bus Company. For other after school bussing questions please contact the ALHS Activities Office.

Q. What grading period is used to determine academic eligibility?
A. Both Semester grading periods. The final posted grade in the most current grading period is used to determine eligibility. If a student is credit deficient after the school year, this will carry over to the new school year, and they are ineligible for acivities until they have recovered all their missing credits and are on pace to graduate.

Q. What should a family do if there is an issue with or did not receive an award certificate?
A. Stop into the high school activities office or call the activities clerk at 507-379-4833 during business hours.

Q. How do I get notified about sport picture day, parent's night, senior night, and athletic banquets?
A. The coach is responsible to notify athletes and families of these events.

Q. If school is called off will students still need to attend practice or games?
A. Typically, if school is cancelled, all practices and games will be cancelled. The Superintendent, Principal, and Activities Director may make other exceptions and students will be notified by their coaches with any changes.

Q. If practice is subject to change because of the weather, typically how will we be notified?
A. The coach will contact both the activities office and inform families with any changes.

Q. When is the Mayo Clinic Health System sports physical day?
A. It is generally the 4th Thursday in May. Parent(s) or guardian(s) and students will be notified closer to the event. This is NO longer free, and you will need to schedule an appointment using your own insurance.

Q. What type of physical is required for my student to play a sport?

A. All 7th-12th grade athletes are required to have a Minnesota High School League sports qualifying physical. All other physicals including student wellness screenings will not be accepted. Physicals are good for three years.

Q. What should my student do if they need to turn-in uniforms or other equipment?

A. Students will need to contact the coach with a plan to return uniform/equipment. Contact the ALHS activities clerk at 507-379-4833 if you are not able to connect with your coach. If not completed at the conclusion of the season fees may be issued.

Q. Where are game schedules found?

A. www.big9.org > School Activity Calendars > Albert Lea

Q. If my family needs to update our contact information, who should I contact?

A. Contact ALHS Student Services at 507-379-5361.

Q. How does my son/daughter become a captain?

A. Every activity has a different policy and set of expectations for establishing team captains. Please refer to the team's web site and/or team handbook.

Q. We aren't sure if we've met our family maximum. How can we find out?

A. Albert Lea schools has changed fee structures. Families can choose a fee that they are able to afford.

Q. Our son/daughter is considering signing a National Letter of Intent. Does the school do anything to recognize this accomplishment?

A. YES – We will have two days during the school year that we recognize any student who is signing a letter of Intent – The dates will be in December and March. The letter of intent (LOI) is commonly used in NCAA (National Collegiate Athletic Association) Division I, II, and III levels of college athletics in the United States. It is a document that commits a student-athlete to attend a particular college or university for one academic year, during which the college/university agrees to provide financial aid for that year. We will be recognizing only those students who will be receiving a letter of intent from a Division I, II, III schools.

Q. My student is new to the district. What transfer rules apply?

A. Transfer rules with the MSHSL can be very complicated. We ask that parent/guardians of newly enrolled students set up a time to meet with the Activities Director. A transfer student is eligible for varsity competition if:

(1) they are enrolling in 9th grade for the first time,
(2) the student transfers from one public school district attendance area to Albert Lea Public School District attendance area at any time during the year in which there was a change in residence and occupancy in Minnesota by the student's parents to within the Albert Lea Public School District residency area,
(3) the student's residence is changed pursuant a child protection order placement in a foster home, or a juvenile court disposition,
(4) if the student is from divorced parents who have joint, legal custody of the student and moves from one custodial parent to the other custodial parent who lives in the Albert Lea Public School District attendance area, or
(5) the student's parents move to Minnesota from a state or country outside of Minnesota and if the student moves at the same time the parent establishes residence in Albert Lea Public School District's attendance area.

If a student, however, doesn't meet one of the provisions above, they are typically determined to be ineligible for varsity competition for one calendar year beginning with the first day of attendance at Albert Lea High School. Regardless of the scenario, the MSHSL requires all transfer students to complete a transfer request process. The Activities Director can complete the process with cooperation from a parent/guardian.

Parent Code of Conduct

As a parent or guardian of a student-athlete participating in Albert Lea Area Schools athletics, I understand and agree to adhere to the following code of conduct:

1. **Supportive Behavior**: I will encourage and support my child, the coaches, and officials in a positive manner. I will refrain from engaging in any behavior that may be disruptive, disrespectful, or demeaning to others, including athletes, coaches, officials, and spectators.
2. **Respect for Decisions**: I will respect the decisions made by coaches and officials, understanding that they have the best interests of the team and athletes in mind. I will refrain from questioning or criticizing their decisions during practices, games, or events. This includes the topic of Playing time.
3. **Communication**: I will communicate with coaches in a respectful and appropriate manner. If I have concerns or questions, I will address them privately and at an appropriate time, avoiding confrontations during practices, games, or events.
4. **Sportsmanship**: I will promote good sportsmanship by demonstrating respect for all participants, regardless of the outcome of the game or event. I will encourage my child to exhibit sportsmanlike behavior at all times.
5. **Attendance and Punctuality**: I will ensure that my child attends practices, games, and events on time and prepared. I will notify coaches promptly of any scheduling conflicts or absences.
6. **Team Support**: I will support the team by volunteering when possible, attending team meetings and events, and assisting with fundraising efforts or other team activities as needed.
7. **Respect for Facilities and Equipment**: I will ensure that my child respects school facilities, equipment, and uniforms. Any damage or loss caused by my child will be promptly reported and addressed.
8. **Role Modeling**: I will serve as a positive role model for my child and other spectators by demonstrating respect, integrity, and fairness in all interactions related to Albert Lea Area Schools athletics.
9. **Privacy and Confidentiality**: I will respect the privacy and confidentiality of all team members and coaches, refraining from discussing sensitive team matters or personal information with others.
10. **Social Media Use**: I acknowledge that social media can have a significant impact on team dynamics and reputation. I agree not to post or share any inappropriate, disrespectful, or confidential information related to Albert Lea Area Schools athletics, coaches, players, or officials on social media platforms. This includes refraining from negative comments, rumors, or criticism that may harm the team's morale or reputation.
11. **Compliance with Policies**: I will familiarize myself with and comply with all policies and procedures outlined in the Albert Lea Activities/Athletic Handbook, including those related to eligibility, conduct, and participation.

By signing below, I acknowledge that I have read, understand, and agree to abide by the Parent Code of Conduct. I understand that failure to comply with these guidelines may result in restrictions on my involvement in Albert Lea Area Schools athletics events or activities.

Parent/Guardian Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

Albert Lea Activities Department Contact Information

Activities Department located at: 2000 Tiger Lane, Albert Lea, MN 56007
Front office | Door #1

ALHS Activities Director
Dave Langerud
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ALHS Principal
Sean Gaston
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Event Manager Coordinator
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SWMS Activities Director
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ALHS Athletic Trainer
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Athletic/Activities Adminstrative Assistant
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