

# **GILBERT TIGER ATHLETICS**



***INTEGRITY - RESPECT - RESPONSIBILITY  
SERVANT LEADERSHIP - SPORTSMANSHIP***

**ATHLETIC HANDBOOK  
FOR ATHLETES  
AND PARENTS  
2023-24**

## **Welcome to Gilbert Athletics...**

GET INVOLVED! At Gilbert Schools, teachers and administrators encourage all students to become involved in the extra-curricular activities we have to offer. We believe that a dynamic program of student activities, including athletics, is vital to the educational development of the student. We realize that through these activities personalities emerge, talents are uncovered, friendships are made and leaders are developed. Every attempt is made to make the activities at Gilbert Schools a valuable part of the educational program. The purpose of these activities is not to replace regular schoolwork, but rather to make it an extension of the classroom.

We also realize that students who get involved in activities do better overall in the classroom and attend school on a more regular basis than those students who do not participate. Young people learn a great deal from participation in interscholastic athletics. Lessons in sportsmanship, teamwork, competition, and how to win and lose gracefully are important aspects of the athletic program. Athletic participation also helps students develop healthy self-concepts as well as healthy bodies. Athletic competition fosters school spirit and provides an opportunity to demonstrate the knowledge, skills and emotional patterns learned through sports.

We hope your years in the Gilbert school system will be enhanced by your participation in one or more of our school's activities and that these years will be some of the most enjoyable of your life. Interscholastic activities and athletics are an integral component of Gilbert High School and Gilbert Middle School. Contests are for the benefit of student participants and are viewed as an extension of the classroom. Interscholastic activities and athletics provide worthwhile educational and social experiences for students, resulting in positive learner outcomes that contribute to the development of good citizenship and sportsmanship. While the athletic department takes great pride in winning, it does not condone "winning at any cost" and discourages any and all pressures that might neglect good sportsmanship and good citizenship. At all times, the athletic program will be conducted in ways that justify it as an educational activity.

Every year over 300,000 students in the state of Iowa participate in interscholastic activities at the middle/junior and senior-high levels. The Iowa High School Athletic Association (IHSAA) and the Iowa Girls High School Athletic Union (IGHSAU) are comprised of member schools that establish eligibility criteria for students such as yourself to be able to participate. Look at these rules carefully. We want you to enjoy these years, maximize your interscholastic experiences and continue building the spirit of citizenship in our great community. This handbook provides information about the athletic program at our school. It is not intended to replace, but rather to supplement the guidelines and regulations pertaining to the athletic program as contained in the student handbook, the IHSAA and IGHSAU handbooks and any Gilbert Schools Board of Education policy. If you have questions, please contact your head coach or Ian Smith, Activities Director, at 515-232-3746. Additional school information may be found at our school website, [www.gilbertcsd.org](http://www.gilbertcsd.org)

### **Opportunities at Gilbert Schools:**

#### Gilbert High School Athletic Teams

Boys: Baseball, Basketball, Bowling, Cross Country, Football, Golf, Soccer, Track and Wrestling.

Girls: Basketball, Bowling, Cheerleading, Cross Country, Golf, Soccer, Softball, Track, Volleyball and Wrestling.

#### Gilbert Middle School Athletic Teams

Boys: Baseball, Basketball, Cross Country, Football, Track and Wrestling.

Girls: Basketball, Cheerleading, Cross Country, Track, Softball, Volleyball and Wrestling.

## **Athletic Mission Statement**

The mission of Gilbert Athletics is to develop young men and women who have the following characteristics: *Integrity, Respect, Responsibility, Servant Leadership, and Sportsmanship* who take on the challenges placed in front of them and take pride in the traditions that are Gilbert Athletics.

## **Philosophy Statement**

The athletic program will be in conformity with the philosophy of the Gilbert Community School District. The athletic administration will be in line with the general policies of the Gilbert Community School District, Iowa High School Athletic Association, Iowa Girls Athletic Union and the National Federation of High Schools. The athletic program will provide wholesome opportunities for the students to develop from their experiences, favorable habits and attitudes of social and group living in a democratic world. The leadership should be of the highest quality so as to exemplify to the participants the desired type of individual to be developed from the athletic program. Measurement of the success of the leadership would be in the intangible personality development factors that are an outgrowth of the major objectives of the athletics program. The activities program will function as an integral part of the total curriculum and will constantly strive for the development of a well-rounded individual for a higher quality of life, capable of taking their place in modern society.

## **Participation Theory**

**7<sup>th</sup> and 8<sup>th</sup> Grade:** The junior high program teaches the skills of the activity. Interscholastic competition begins at this level and will afford as many students as possible the opportunity to participate within the schedule so that they may achieve their fullest learning and performance levels. The “A” team will include the best players and compete to win. Other levels will emphasize equal playing time.

**9<sup>th</sup> Grade:** Some 9<sup>th</sup> grade activities are more limited in scope and availability for participation. Therefore, while an effort is made to allow as many students as possible to compete, the more advanced participants may receive the majority of participation time. Other team members may be offered the opportunity to participate in a schedule which demands lesser skills development.

**Junior Varsity:** This program will develop and utilize those that show the greatest ability in a variety of skills. Role specialization may become more evident at this level. Those who are more able will be the primary participants.

**Varsity:** The varsity team is for those who have learned the basic skills well and perform them in both practice and in interscholastic competition. Role specialization is often a necessity at this level and participants may be used in specific roles for the benefit of the entire team. Depending on the activity, not all wishing to participate will be able.

Participants who display leadership and/or enthusiasm, in combination with basic skill development, may enhance their opportunity to participate.

## **Hazing**

Gilbert High School and Middle School coaches and administration will maintain a “zero tolerance” towards any type of hazing activities. Hazing, usually a form of initiation, is defined as any practice (even “harmless fun”, “bonding”, and “practical”, etc.) whereby one part of a group is made or “asked” to do anything that the remaining part of the group is exempt from doing by virtue of seniority or other “privileged” status.

## **Blueprints For The Successful Player**

Players are ambassadors for our school, community, team and their family. Our players must exhibit leadership, sportsmanship and character at all times.

### **The player as a leader**

- Accept playing time and positions designated by your coaches.
- Assist where possible in developing the skills of the less experienced teammates.
- Accept and respect your coaches’ decisions.

### Know the rules

- Obtain and read the basic and supplemental rules of your sport.
- Learn and apply the rules of the game to the best of your ability.
- Attend any pre-season rules or coordination meetings offered for players.

### Know your organization and its policies

- Supply your coach with accurate information at all times.
- Show respect for your team's equipment.
- Submit all fees, physical consent forms and parental consent forms, etc. to your coach in a timely manner.

### Participation and performance

- Enjoy your sport. If something is troubling you, speak to your coach.
- Be prepared. Attend practices with proper equipment.
- Listen and participate fully.
- Attend and be on time for team practices and games.
- Respect your teammates.

## **Requirements Prior to Participation**

“Eligibility to represent a school in interscholastic athletics is a privilege students may attain by meeting the essential eligibility requirements established by both the IHSAA and the IGHSAA and any additional requirements set by a member school for its own students. Eligibility is not a student's right by law, and precedent-setting legal cases have affirmed this.”

### Physical Exam

Every athlete must have a current and valid physical before they are allowed to practice and compete. It is required that you have a certificate of an issued physical exam signed and authorized by a physician, advanced nurse practitioner in written collaborative practice with a physician, or a certified physician's assistant in collaboration with a sponsoring physician stating that you are physically able to participate in athletic practices and contests for your school. You will not be permitted to practice or compete until a complete, signed certificate is on file in the Athletic Office.

### Insurance

No one may practice or participate for a school until there is verification that you have basic athletic health insurance coverage. Athletes are required to provide their own health insurance. Insurance may be purchased through the school. See your coach or activities director for information on this matter if needed.

### Yearly Health and Emergency Medical Release Form

Each athlete's parents shall complete an Emergency Medical Authorization Form giving permission for treatment by a physician or hospital when the parent(s) are not available, and permission for their child to participate.

## **Eligibility – Academic Eligibility (High School)**

To be eligible for an activity, students participating must:

- be enrolled or dual-enrolled in school
- have earned passing grades all classes the previous semester
- for students in athletics, music, or speech activities, be under 20 years of age
- for students in athletics, music, or speech activities, be enrolled in high school for eight semesters or less
- for students in athletics, have not been a member of a college squad nor trained with a college squad, nor participated in a college contest nor engaged in that sport professionally
- have met all transfer requirements, if the student is a transfer student, or eligible under state law and regulations if the student is an open enrollment student.

Special education students shall not be denied eligibility on the basis of scholarship if the student is making adequate progress, as determined by the IEP team, towards the goals and objectives on the Student's IEP. Students involved in extracurricular activities are subject to academic guidelines set forth by their respective governing organization and the rule of the state board of education.

Students must pass all classes that they are enrolled in at the conclusion of each semester, commonly referred to as "no pass, no play." The ineligibility period for a student that fails to meet this standard will be 30 calendar days in athletics, non-graded music activities, and speech. All ineligibility periods begin on the date report cards are issued, if a student is not involved in an activity on the date of issue, they will serve their ineligibility during their next activity, for athletics the period begins on the first legal playing date (not the first day of practice).

### **Eligibility – Academic Eligibility (Middle School)**

The teachers, coaches, and administration at Gilbert Middle School believe that extracurricular activities like interscholastic athletics or fine arts performances (jazz band, musical, etc) are an important part of a young person's development. We also believe that students should be accountable for their academic work in order to participate in them. Students with 5 or more missing assignments are demonstrating they need more time to complete their work and, therefore, may be withheld from participation in rehearsals, practices, performances and/or games at the principal's discretion until such work is completed. Students would be eligible to participate again as soon as they have fewer than 5 missing assignments. Work that is missing as a result of excused absences will have an equivalent amount of time to be made up before it counts under this policy.

### **Eligibility – Attendance Policy**

#### **Illness:**

Students who miss any part of a school day due to illness will not be eligible to participate in a contest, practice, game or any school sponsored event held on the same day. This includes taking part in after school practice sessions. Students missing for medical or dental appointments will be required to provide written verification of this from the provider.

#### **Other Reasons:**

Students who miss school for reasons other than illness must have their absences excused prior to the day they will miss, either in writing, by phone, or in person to be eligible for that day's events as either a participant or a spectator. The Principal or Designee has the discretion to allow participation the day of the event, without an excused absence from the prior day, only after direct contact with the student's parents.

#### **Truancy and unexcused absences:**

These will eliminate a student's eligibility to participate until the student resumes attendance and the truancy or unexcused absence is resolved.

### **Eligibility – Good Conduct Policy**

To maintain eligibility for participation in Gilbert extra-curricular activities, students must conduct themselves as good citizens both in and out of school at all times. Students who represent the school in an activity are expected to serve as good role models to other students and to the members of the community.

If a student transfers into Gilbert from another school or school district and the student had not yet completed a period of ineligibility for a violation of a Good Conduct Rule in the previous school, the student shall serve the ineligibility requirements from the previous school district before becoming eligible to participate in extracurricular activities at Gilbert.

#### **Determination of Violation:**

Gilbert school administration will make the determination if a student has violated the Good Conduct Policy, and such determination will not require a legal conviction in a court of law. Any student accused of violating this Good Conduct Policy shall be provided an informal hearing by a school administrator at which time the student shall be informed of the allegation, informed of the basis of the allegation, and given an opportunity to tell the student's side. School administrators will determine by a "preponderance of the evidence" whether a student violated this good

Conduct Policy by engaging in any of the following behaviors. Any violations also may be reported to law enforcement, to other school personnel, or to the student and/or his or her parents.

- Possession, use, or purchase of tobacco products, regardless of the student's age
- Possession, use, or purchase of alcoholic beverages, including beer or wine, or participation with other students in such activities
- Possession, use, purchase, or attempted sale/purchase of illegal drugs, or the unauthorized possession, use, purchase or attempted sale/purchase of otherwise lawful drugs without a prescription, or participation with other students in such activities
- Engaging in any act that would be grounds for arrest or citation in the criminal or juvenile court system (excluding minor offenses such as traffic or hunting/fishing violations), regardless of whether the student was cited, arrested, convicted, or adjudicated for the act(s)
- Engaging in other inappropriate or offensive conduct such as assault, insubordination, refusing to cooperate with school officials or law enforcement authorities, hazing or harassment of others, etc. Note: this could include group conduct. Any student whose conduct, either in or out of school, is such as to make him or her unworthy to represent the ideals, principles and standards of the Gilbert Community Schools, shall be declared ineligible to participate in extracurricular activities by the administration.

For the purposes of this policy, having the odor of alcohol on one's breath is evidence of "use". "Possession" includes actual possession and constructive possession where the item is within reach of the student or in close proximity to the student and/or otherwise subject to the student's immediate control (e.g. alcohol placed in the trunk of a car by a student who is operating the car).

#### **Violations of the Good Conduct Policy:**

Violations of the Good Conduct Policy are accumulative from completion of the eighth grade through the summer after graduation from high school. The Good Conduct Policy is in effect for twelve months of the year.

**1. *Smoking and Use of Tobacco:*** Any student who is found guilty of, or who admits to smoking or using tobacco will be declared ineligible. "Smoking" means inhaling or exhaling the smoke of, or the possession of, or control of, a cigarette, pipe, cigar, little cigar, or chewing tobacco or snuff. Students who have reached the legal age for tobacco use must still adhere to the extra-curricular "Good Conduct Policy" governing participating in extracurricular activities.

**2. *Vapor products or look-a-like products:*** Any student who is found guilty of, or who admits to using vapor products or look-a-like products will be declared ineligible. Students who have reached the legal age for the use of vapor products or look-a-like products must still adhere to the extra-curricular "Good Conduct Policy" governing participating in extracurricular activities.

**3. *Alcohol and Controlled Substances--***Any student found guilty of, or who admits to consuming, acquiring, delivering, or transporting of alcoholic beverages or dangerous illegal or controlled drugs will be ineligible for scheduled extra-curricular activity events.

#### **4. *Violation of the Law***

Any student who is found guilty of, or who admits to breaking the law, or who is placed in official or unofficial probation status whether voluntary or not, or whenever school administrators have a reasonable basis to believe that a student has committed an act in violation of the law, will be ineligible to participate in scheduled extra-curricular activity events. Violations of the law are those offenses that are more than minor motor vehicle operation offenses. They would include offenses such as shoplifting, theft, etc.

#### **5. *Other inappropriate or offensive conduct***

Any student who engages in other inappropriate or offensive conduct such as assault, insubordination, refusing to cooperate with school officials or law enforcement authorities, hazing or harassment of others, etc. and any student whose conduct, either in or out of school, is such as to make him or her unworthy to represent the ideals, principles and standards of the Gilbert Community Schools, shall be declared ineligible to participate in extracurricular activities by the administration.

**Consequences for violations of the Good Conduct Policy include but are not limited to \*:**

First Violation: 25% of season  
Additional Violations: 50% of the season

**\* Administration has discretion to modify the period of ineligibility dependent on the severity of the offense, regardless if it's the student's first offense.**

### **Time frames for application and enforcement - (Pertains to items 1-5)**

A student may become ineligible at a time when he or she is not participating in any extracurricular activity. In this case the period of ineligibility begins as soon as the student does become a participant any time in the next twelve-month period. The percentage of ineligibility will be determined by the total number of regular season varsity contests that are scheduled for that sport. The math rules of rounding will be applied. For example: 25% of 9 regularly scheduled football games are 2.25 games. The athlete would miss 2 games of the season. 50% of 21 regularly scheduled basketball games are 10.5 games. The athlete would miss 11 games of the season. If a student is involved in one athletic/cheerleading activity and one non-athletic activity, the penalty will be applied to both activities in which the student is participating. If a student is involved in more than one non-athletic activity, the directors/sponsors of those activities and the administration shall meet to combine consequences for those activities. Students are expected to attend practice during a time of ineligibility. Also, if a student is ineligible at any time while participating in a sport, that student must complete the entire season in order for any/all of the ineligibility to be deleted through participation in that sport. Exceptions may be granted because of extenuating circumstances such as injury or extended illness.

### **Student conduct during interscholastic competition**

In addition to any other portions of this policy any student who is disqualified from an interscholastic contest by game officials for flagrant, violent, or verbal misconduct will be ineligible for the next regularly scheduled game/meet at that level of competition and all other games/meets in the interim at any level. The second violation carries four regularly scheduled games/meets ineligibility. (In instances of double headers or double duals, etc.; the student is penalized for any remaining activity on that day, as well as the next regularly scheduled contest.) If penalties are imposed at the end of the season and no contest remains, the penalty is carried over in that particular sport until the next school year. The penalty is not imposed from one sport program to the next sport program, unless the student is a senior. Then the penalty is carried over to the next sport program in which that student participates. This policy is in effect in all interscholastic contests, grades 7-12.

Also, any student intentionally striking an official shall be immediately suspended for the duration of that athletic season. For a second offense the student shall be suspended from all interscholastic athletic activities for the duration of his/her school career.

Any student that is disqualified from an event is required to meet with the Principal and Athletic Director before the student becomes eligible to participate.

### **Reduction in Penalty:**

1. Evaluation and Treatment: A student who has a second violation of the alcohol or drug provision of the Good Conduct Policy Rule may elect to seek an evaluation and, if recommended, treatment from a recognized substance abuse facility at the student or student's family's expense. If the student seeks evaluation and agrees to waive confidentiality to allow the evaluating facility to report back to the superintendent or designee regarding recommendations for treatment or follow up care, the student's penalty for the second violation may be reduced by one-half of the penalty. This reduction is not available for first or third violations.

**Violations occurring during a period of ineligibility:** If a student is ineligible at the time of a violation of the Good Conduct Policy, the penalty for the violation will not begin until the student regains eligibility.

Example 1: a student is academically ineligible for a quarter or semester is found to have been in possession of tobacco, a Good Conduct Rule violation. When the student is again academically eligible, the penalty attaches.

Example 2: a student violates the Good Conduct Policy and is ruled ineligible for three games/contests. While ineligible, the student again violates the rule. The second penalty attaches when the first penalty is completed.

Other disciplinary action: There will be no other regular school disciplinary or academic consequences for the violation (e.g., detention, suspension, expulsion from school, or grade reduction/withholding) unless the violation of the Good conduct rule occurred (a.) on school grounds, (b.) at a school event regardless of location, or (c.) the violation has a direct and immediate negative impact on the efficient operation of the school despite occurring off school grounds/time.

**Letters and Awards:**

Students who are ineligible at the conclusion of an activity shall not receive a letter or award for that activity. Infractions involving students who are simultaneously involved in multiple activities: For those students who are simultaneously involved in athletic, athletic-related, and non-athletic activities, violation of this policy will result in a period of ineligibility under all programs and activities.

**Other rules by coaches or sponsors:**

Coaches and sponsors may make other reasonable rules as they relate to their activities as long as the rules are approved by the administration. Violation of these rules may also result in dismissal from the activity.

**Notification and appeal process:**

Whenever a student is found to be in violation of this policy, the following appeal procedure will be set in motion. During the appeal process, penalties assessed to the student will be enforced. The student and student's parent/guardian shall be immediately notified in writing regarding a decision on application of this policy. In this letter, the length of the period of ineligibility and a specific explanation of the reasons for the ineligibility will be stated. Any student who is found by the administration to have violated the Good Conduct Policy may appeal to the Superintendent by contacting the Superintendent within 3 days of being advised of the violation. The Superintendent shall offer to meet with the student and his or her parents before rendering a written decision on the matter. If the student is still dissatisfied, he or she may seek further review by the school board by filing a written appeal with the board secretary at least 24 hours prior to the next board meeting. A special meeting of the board will not be called. The review by the board will be in closed session unless the student's parent (or the student, if the student is 18) requests an open session. The grounds for review by the school board are limited to the following: (a) the student did not violate the Good Conduct Policy; (b) the student was given inadequate due process as provided in this policy; (c) or the penalty is not in compliance with Board Policy. The penalty will remain in effect pending the outcome of the meeting with the board.

If the school board reverses the decision of the administration, the student shall be immediately eligible and shall have any record of the ineligibility period and violation deleted from the student's record.

### **Scheduling Conflicts With Other Activities**

Every effort is made to avoid scheduling more than one activity on the same day. Conflicts do occur because students are involved in more than one activity. The following guidelines apply when conflicts occur:

- District and State events take precedent over the other scheduled activities.
- Events scheduled on the school calendar take precedent over rescheduled events.

### **Transportation Of Students To And From School Activities**

Students will be required to ride to and from all school activities, in which they are participants, in school-owned or authorized vehicles with the following exception: Students may be transported to and from such activities by their own parents or guardians or by parents of other students involved in the activity. Parents or guardians of students involved must notify the high school principal or designee in advance of any such trip. Under no circumstances will student participants be allowed to drive to and from such activities.

State Law: If we provide a bus to a contest all athletes must ride the bus. Some cannot choose to drive to the site. If we do not provide a bus to the event site we may ask all athletes to meet at the event site via their own transportation.



All buses are ordered by the athletic director. The head coach should inform the athletic director of the size of bus needed and of the departure time prior to the first contest of the season. The athletic director will provide a transportation request form for each head coach prior to their season. Times may be adjusted depending upon road and weather conditions. It is the responsibility of the coach to have the members of his/her squad ready to board the bus at the designated time. The coach must exercise control and maintain proper supervision of his/her students during the entire trip.

## **Care Of Equipment**

In order to give the student a sense of responsibility and an appreciation of his/her equipment, each student athlete will be held accountable for the abuse or loss of it. **ALL EQUIPMENT MUST BE TURNED IN OR PAID FOR BEFORE THE ATHLETE PLAYS ANOTHER SPORT.**

The following guidelines, if adhered to, will reduce the chances for lost or stolen equipment:

- Do not exchange or loan any of the equipment checked out to you to another teammate. If exchange is warranted, go to the coach and have him/her make the adjustment.
- Any loss of equipment should be reported immediately to the head coach, rather than waiting until the end of the season.
- Any protective equipment that does not fit properly or that has any defective parts should be reported to a coach immediately. Do not wear the equipment until the necessary adjustments have been made. This is for your protection.
- It is against the MSHSAA regulations to sell or rent any equipment to individuals. The Gilbert Athletic Department strictly adheres to these regulations. Please report any such violation(s) to a coach or the athletic administrator.

## **Athletic Lettering**

All of the Gilbert Athletic Programs offer an athletic letter. Each sport offers criteria and qualifications for lettering set forth by the individual sport coaching staff. Generally speaking, criteria include participation, attitude and work habits. Your coach will be able to answer specific questions regarding his/her lettering policy. Students that quit or are dismissed before the conclusion of the season are ineligible to letter.

## **Dropping Or Transferring Sports**

A student who makes the squad in one sport and who does not finish the season in that sport, will not be eligible to start participating for another sport before the end of the competition in the sport he/she dropped, unless he/she has the consent of the coaches in both sports. If it is necessary for an athlete to be absent from a practice session, the athlete must get permission from his/her coach

## **Strength And Conditioning**

The attempt will be made to schedule all athletes into a strength and condition class during the day. If their schedule does not allow for that, the athlete will be asked to attend strength and conditioning in the morning before school, if that is possible for them.

## **Gilbert High School Dual Sport Procedure**

1. If a student-athlete has interest in participating in two sports during the same season they must contact the coaches of the two sports and the Athletic Director of their intentions at least two weeks prior to the start of the season of the sport that begins first.
2. The Athletic Director will schedule a meeting with the athlete to go through the procedure outlined below and complete the request form to dual sport (see attached)

3. The Athletic Director will create a list of the names of the dual sport athletes, their primary sport, and their secondary sport. He provides this list to the coaches of the sports involved.
4. If there are two regular season contests on the same day the athlete will participate in the primary sport, unless the two coaches agree the athlete can participate in the secondary sport.
5. If there is a conference or state event and regular season game on the same day then they will participate in the conference/state event, unless the two coaches agree the athlete can participate in the 2nd sport.
  - Examples:
    - a. RRC Track meet and Gilbert vs. Nevada soccer, they go to the track meet
    - b. District/Regional track meet and Gilbert vs. Nevada soccer, they go to the track meet
6. Once the season has started, the athlete cannot quit and if they choose to quit, then they are ineligible to compete in the other sport until the sport they quit has completed its season (unless the coach releases them and this is approved by the AD and Coaches involved).
7. The athlete agrees to provide full effort and commitment to both sports. If one sport is becoming a much better situation for them personally, they cannot “jump ship” with regards to the other sport.
8. The athlete’s first priority is academics. The request to dual sport will only be considered if the applicant is in good academic standing at the time of the request. The athlete is expected to maintain their grades. If this standard is not maintained the participant will be asked to give up one sport, and there will be no appeal.
9. Coaches are to communicate with each other and let the athlete know what the practice schedule is, and the coaches are never to put the athlete in the middle of a conflict.

## **The Roles in the Relationship Between Coach, Parent and Athlete**

Being a part of an athletic program is not easy; the athlete’s must have a great amount of self discipline. We believe that when a teenage player grows into adulthood, he/she will use what he/she learns here to meet the expectations and responsibilities placed on them.. Living up to these high standards, we feel, will better prepare our athletes for life ahead of them. Knowing the roles of the three main elements in an athletic program, coach, parent, and athlete, is vital in the success of the athlete.

### **Coach’s Role**

- Set a good example for players and fans to follow.
- Be positive, fair, and consistent with the players.
- Making playing time and strategy decisions with thought and care.
- Establish and organize practice for the team on a daily basis.
- Be a good communicator with parents and players.
- Protect the safety of all athletes.
- Know and employ injury prevention procedures.
- Make sure all players know the expectations, procedures and rules for the program.

- Make sure everyone has practice and game schedules.
- Be a professional practitioner in dealing with situations in the sport and stay current with the X's and O's.
- Keep inventory of equipment.
- Work to help assistants improve.
- Keep track of academic progress of athletes.
- Be available to talk with players and parents.

#### Parent's Role

- Be a fan of everyone on the team.
- Respect the decision of officials.
- Respect other fans, coaches, and athletes.
- Talk to their child if they have any questions and, if they still have questions, contact the coach through athletic department procedures.
- Don't put your child in the middle by talking bad about the coach, program or teammates through conversation.
- Don't talk to coaches on game day about a complaint. Make an appointment at the convenient time for both parties.
- Understand the coach's responsibility is to make sure the students are safe and become better people and athletes, not to win every game.
- Be supportive of the child and of the program.

#### Player's Role

- Be positive and have a good attitude.
- Support your teammates.
- Always work hard!
- If they have any questions, asks the coach – “The only dumb question is the one that you do not ask.”
- Know and follow school and team rules.
- Challenge themselves as a student, person and athlete.
- Meet everyday classroom expectations.
- Notify the coach of any scheduling conflicts in advance.
- Talk to the coach about any special concerns.

#### Questions for the Coach

- If appropriate, talk with your child about the question.
- Set up a meeting with the coach if you still have questions.
- Follow the Gilbert Athletics Eight-Step Parent Protocol.

### Things not to ask about

- Playing time.
- Game strategies.
- Other players.

The main purpose is to open the lines of communication and to assist in understanding expectations of the shareholders within the program. Discussion of these roles takes place every year for every sport. The consistency of these rules in every program is vital for the overall acceptance by the parties involved in the education of our students.

*A positive attitude may not solve all your problems, but it will annoy enough people to make it worth the effort.*

-Herm Albright

## **Gilbert Athletics: Eight-Step Parent Protocol**

*Only begin this protocol if your son or daughter has talked to the coach first.*

- Step 1** – Contact the Head Coach via phone, e-mail, or in person to arrange a meeting time. Please do not make this initial contact immediately after a game or contest.
- Step 2** – Attend meeting on set date and discuss concern and come to a resolution. Concerns are limited to your student-athlete only. Discussion of any other student athletes is means for meeting termination. Playing time is not an appropriate discussion topic, but discussion about how your athlete can improve is appropriate. The athlete will be present at this meeting.
- Step 3** – Contact the Athletic Director, Ian Smith, via phone, e-mail, or in person to arrange a meeting time if a satisfactory resolution to the concern is not reached through Step 2. Head coach will be invited to this meeting.
- Step 4** – Attend meeting on set date and discuss the concern and the proposed resolution to the concern by the Head Coach. The athlete will be present at this meeting.
- Step 5** – Contact the Principal, Cindy Bassett (HS) or Mike Danilson (MS), via phone, e-mail, or in person to arrange a meeting time if a satisfactory resolution(s) to the concern is not reached through Step 4. Head Coach and the Athletic Director will be invited to this meeting.
- Step 6** – Attend meeting on set date and discuss the concern and the proposed resolution to the concern by the Head Coach and Athletic Director. The athlete will be present at this meeting.
- Step 7** – Contact the Superintendent, Christine Trujillo, via phone, e-mail,

or in person to arrange a meeting time if a satisfactory resolution to the concern is not reached through Step 6. Head Coach, Athletic Director, and the Secondary Principal will be invited to this meeting.

**Step 8** – Attend meeting on set date and discuss the concern and the proposed resolution(s) to the concern by the Head Coach, Athletic Director, and Principal. The athlete will be present at this meeting.

### **Public Conduct on School Premises**

The board expects that students, employees and visitors will treat each other with respect, engage in responsible behavior, exercise self-discipline and model fairness, equity and respect. Individuals violating this policy will be subject to discipline. Students will be disciplined consistent with the student conduct policies. Employees will be disciplined consistent with employee discipline policies and laws. Others will be subject to discipline according to this policy.

Individuals are permitted to attend school sponsored or approved activities or visit school premises only as guests of the school district, and, as a condition, they must comply with the school district's rules and policies. Individuals will not be allowed to interfere with or disrupt the education program or activity. Visitors, like the participants, are expected to display mature, responsible behavior. The failure of individuals to do so is not only disruptive but embarrassing to the students, the school district and the entire community.

To protect the rights of students to participate in the education program or activities without fear of interference or disruption and to permit the school officials, employees and activity sponsors and officials to perform their duties without interference or disruption, the following provisions are in effect:

- Abusive, verbal or physical conduct of individuals directed at students, school officials, employees, officials and activity sponsors of sponsored or approved activities or at other individuals will not be tolerated.
- Verbal or physical conduct of individuals that interferes with the performance of students, school officials, employees, officials and activity sponsors of sponsored or approved activities will not be tolerated.
- The use of vulgar, obscene or demeaning expression directed at students, school officials, employees, officials and activity sponsors of sponsored or approved activities participating in a sponsored or approved activity or at other individuals will not be tolerated.

If an individual becomes physically or verbally abusive, uses vulgar, obscene or demeaning expression, or in any way interrupts an activity, the individual may be removed from the event by the individual in charge of the event. Law enforcement may be contacted for assistance.

Individuals removed from school premises have the ability to follow the board's chain of command and complaint policies should they choose to do so. The exclusion is in effect should the individual choose to appeal the decision of the superintendent. The term "individual" as used in the policy also includes students and employees.

If an individual has been notified of exclusion and thereafter tries to enter a school building or attends a sponsored or approved activity, the individual will be advised that his/her attendance will result in

prosecution. The school district may obtain a court order for permanent exclusion from the school building or from future school sponsored or approved activities.

***NOTE: This policy reflects the Iowa civility and trespass law, and outlines a school district's authority to enforce the law. The first paragraph of the policy addressing civility is mandatory, but the remaining portions are optional. Boards can amend the language as needed to fit their individual needs. For more detailed discussion of this issue, see IASB's Policy Primer, Vol. 20 #2- September 13, 2007.***

## **Annual Notice of Nondiscrimination Policy**

Gilbert offers career and technical programs in the following service areas: Industrial Education, Agricultural Education, Business Education and Family & Consumer Science.

It is the policy of the Gilbert Community School not to discriminate on the basis of age, race, color, creed, sex, religion, marital status, ethnic background, national origin, disability, sexual orientation, gender identity, or socioeconomic background in its educational programs, activities, or employment policies as required by Title VI of the 1964 Civil Rights Act, Title IX of the 1972 Educational Amendments, Section 504 of the Federal Rehabilitation Act of 1973 and Section 216.9 of the Iowa Code. The policy of the District shall be to provide educational programs and opportunities for students as needed on the basis of individual needs, interests, abilities, and potential.

It is also the policy of this district that the curriculum content and instructional materials utilized reflect the cultural and racial diversity present in the United States and variety of careers, roles, and lifestyles open to women as well as men in our society. One of the objectives of the total curriculum should foster respect and appreciation for the cultural diversity found in our country and an awareness of the rights, duties, and responsibilities of each individual as a member of a pluralistic society.

Inquiries and grievances regarding compliance with Title IX, Title VI, Section 504, or Section 216.9 should be directed to the district's Equity Coordinator: Carrie Clark, Director of Curriculum; District Office; 103 Mathews Drive; Gilbert, Iowa 50105; 515-232-3740 or [clarkc@gilbert.k12.ia.us](mailto:clarkc@gilbert.k12.ia.us)

## **Continuous Notification of Nondiscrimination Policy**

It is the policy of the Gilbert Community School District not to discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age (for employment), marital status (for programs), sexual orientation, gender identity and socioeconomic status (for programs) in its educational programs and its employment practices. There is a grievance procedure for processing complaints of discrimination. If you have questions or a grievance related to this policy please contact the district's Equity coordinator, Carrie Clark, 103 Mathews Dr, Gilbert, Iowa. 515-232-3740 [clarkc@gilbert.k12.ia.us](mailto:clarkc@gilbert.k12.ia.us)

**The notice may include:** Director of the Office for Civil Rights U.S. Department of Education, Citigroup Center, 500 W. Madison Street, Suite 1475, Chicago, IL 60661-7204, Telephone: 312-730-1560 Facsimile: (312) 730-1576, Email: [OCR.Chicago@ed.gov](mailto:OCR.Chicago@ed.gov)