

# Vermillion High School



# Activities & Athletic Handbook

1001 East Main Street ~ Vermillion, South Dakota 57069 ~ (605) 677-7035



# CO-CURRICULAR ACTIVITIES

## Co-curricular Activities/Athletics

- Students who are involved in any of the following activities or athletic teams including all club sports are considered to be governed by the rules and regulations that have been established in the **ACTIVITIES/ATHLETIC HANDBOOK**. For convenience, the activity or athletic teams are listed by the approximate season in which they occur.

- **FALL SEASON:**

Fall Pep Band  
Flag Corps  
Boy's Golf  
Girl's Tennis  
Softball (club)

All State Chorus  
Oral Interp  
Football  
Competition Marching Band

All State Orchestra  
Boy's/Girl's Cross Country  
Volleyball  
Soccer

- **WINTER SEASON:**

Show Choir  
One-Act Plays  
Girls Basketball  
Bowling (club)

Winter Pep Band  
Boys Basketball  
Wrestling

Jazz Band (Spring Season also)  
Gymnastics  
Small Group Contest

- **SPRING SEASON:**

All State Band  
Biennial Music Trip  
Girl's Golf  
Baseball (club)

Drama/Musical  
Boy's Tennis  
Boy's/Girl's Track

Jazz Band (Winter Season also)  
Large Group Contest  
All State Jazz Band

- **SUMMER SEASON:**

All State Honors Choir

**SPECIAL NOTE:** Since some activities can be rearranged, extended, or left out periodically, each of the above listed activities or athletic teams will be considered active from the first day of practice until the completion of the final performance.

- **YEAR-LONG ACTIVITIES:**

Class Officers  
Clubs/Organization  
Debate

National Honor Society  
Student Council  
Swimming (club)

**SPECIAL NOTE:** Year-long activities will be considered active from the first day of school (or practice) until the conclusion of the school year (or final performance).

## **PHILOSOPHY**

Extra-curricular and co-curricular activities at Vermillion High School are considered part of the school's program of education which provides experiences that will help young men and women grow physically, mentally, and emotionally. The element of competition and winning, though it exists, is controlled to the point that it does not determine the nature of the program. Students are stimulated to want to win and excel, but the principles of good sportsmanship prevail at all times to enhance the educational values of competition.

We believe that participation in these activities, both as a participant and as a student spectator, are an integral part of the student's educational experience. Such participation is a privilege that carries with it responsibilities to the school, the team, the student body, the community, and the student himself/herself. In the students' participation and conduct, he/she is representing all of these groups. Such experiences contribute to the knowledge, skill and emotional patterns that the participant develops in school, thereby making him/her a better person and citizen.

## **OBJECTIVES**

1. To involve as many students as possible in a variety of activities/athletic under conditions as fair as possible for all.
2. To emphasize the proper ideals of sportsmanship, ethical conduct and fair play.
3. To eliminate all possibilities which tend to destroy the best values of the program.
4. To stress the values derived from playing the game fairly.
5. To show courtesy to all guests and officials/judges.
6. To establish a happy relationship between visitors and hosts.
7. To respect the integrity and judgment of officials/judges.
8. To achieve a thorough understanding and acceptance of activity guidelines and the standards of eligibility.
9. To encourage leadership, use of initiative, and good judgment by all participants.
10. To recognize that the purpose of the extracurricular or co-curricular activities is to promote the physical, mental, moral, social, and emotional well-being of the individual participants.

# VHS ADMINISTRATIVE RULES

## ATTENDANCE:

In order to participate in any extra-curricular or co-curricular activity/athletic contest or performance, **"you must be in attendance at high school by 12:00 noon"**. The administration reserves the right to grant exemptions to this policy due to special or unusual circumstances. The student requesting an exemption to this policy must make the request prior to the required attendance time.

## ELIGIBILITY:

In order to participate in Vermillion High School activities/athletics a student must:

1. Be currently enrolled full time. Full time status is considered to be enrolled and attending five (5) courses for credit, and
2. Pass a minimum of four (4) courses, and have a total semester GPA of 1.5 from the previous semester. State minimum GPA is 1.0 on a 4.0 scale.

## LOCAL ELIGIBILITY:

Vermillion High School students who are academically ineligible by local standards, who has achieved the local eligibility GPA standard during the first nine-week period of the semester of ineligibility, may on their own initiative meet with the School Board requesting reinstatement for probationary eligibility for the second nine-week period of the semester of ineligibility. Reinstatement requests will be reviewed individually, and a decision rendered based on the circumstances of the situation.

- A. In order to participate in Vermillion 7<sup>th</sup> and 8<sup>th</sup> grade activities/athletics, a student must:
  1. Have a GPA of 1.5 from the previous nine weeks to be eligible for the following nine weeks. The 1.5 must be an average of all semester length courses the student is taking.
  2. A student with less than a 1.5 average for a nine week period has ONE GRACE PERIOD, ten (10) school days per year, in which to bring up and maintain the 1.5 GPA. If the student is successful, he/she will be allowed to continue public participation in contests. Grades will be checked every two weeks. If the student has not raised the grade to 1.5 by the end of the grace period, the student will become ineligible for the remainder of the nine weeks. A student who is ineligible is still allowed to participate in practices.
  3. Students considered to be participating on a high school team will fall under high school eligibility requirements. Should a middle school student considered to be on the high school team or squad become ineligible, said student will be ineligible to participate on a middle school team, activity or sport should it still be in progress.

## **INCLEMENT WEATHER PRACTICE/CONTEST PROCEDURE:**

In the event that school is dismissed prior to the end of the normal school day due to inclement weather, all practices scheduled for that day are automatically cancelled. Students will not be allowed to participate in any "open gym" time. **Activities which have been previously scheduled or contracted for will also be postponed** and attempts will be made to reschedule the activity for a later date. The philosophy of this policy is that – if the weather conditions are too hazardous for students to remain in school, then the administration will not allow students to remain in the building for practices, meetings, etc.

When school is called off prior to the beginning of the regular school day the Athletic Director and/or Activities Coordinator after conferring with the building principal and/or Superintendent will be allowed to determine if and when practices may be scheduled for later in the day. **Activities which have been previously scheduled or contracted for may be held** if the Activities Director and/or Activities Coordinator determine that the weather conditions have improved throughout the day.

## **TRANSPORTATION TO AND FROM CONTEST:**

School owned vehicles will be used for travel, except for club sports which are not school sponsored activities. Student participants must go and return with the group. Participants may return with their parent, provided the parent makes a request prior to the group leaving for the contest. This should, however, be kept at a minimum and only when extremely necessary.

# **SCHOOL BOARD POLICY**

## **SEXUAL HARASSMENT POLICY:**

**Item: ACAA**

It is the Vermillion School District's policy that sexual harassment is illegal, unacceptable and shall not be tolerated; no employee or student of the school district may sexually harass another. Any employee or student will be subject to disciplinary action including possible suspension, expulsion, or termination for violation of this policy.

## **DEFINITION:**

Any unwelcome sexual advances, solicitation or sexual activity by promise of rewards, coercion of sexual activity by threat of punishment, verbal sexist remarks, or physical assaults constitute sexual harassment. This conduct has the effect of unreasonably interfering with an individual's academic work performance or of creating an intimidating, hostile, or offensive employment or educational environment regardless of intent.

## **RESPONSIBILITY:**

School district officers, employees and students are responsible for maintaining a working and learning environment free from sexual harassment. Workshops and activities will be provided by the school district to explain the policy and laws. Careful scrutiny will be undertaken of all allegations of sexual harassment. False allegations that are malicious or ill-founded may constitute libel or slander. Copies of the policy will be available at all administrative offices.

## **COMPLAINTS:**

Any employee who believes that he or she has been a subject of sexual harassment by a district employee or officer should report this incident immediately to his or her immediate supervisor. If the immediate supervisor is involved in the activity, the violation should be reported to the supervisor's immediate supervisor. Students should report such incidents to the guidance counselor and/or the responsible administrator. All reported incidents will be thoroughly investigated and subject of disciplinary action. Confidentiality consistent with due process will be maintained.

If an employee or student files a written complaint because of dissatisfaction with the handling of the complaint, he or she may utilize any applicable grievance procedure.

Adopted  
Amended 4/25/1994  
Reviewed  
Amended 12/11/2006  
Reviewed 12/10/2012

# **SCHOOL BOARD POLICY**

## **ACTIVITIES: CODES OF CONDUCT:**

**Item: IGD**

Those who participate in activities are very special in terms of the extra dedication this involvement necessitates. This effort is recognized through numerous awards and honors seldom granted to those not involved. However, the privilege of participation in activities requires an obligation on the part of the participant to maintain higher standards of behavior and demeanor. This obligation should not be viewed as a burden, but rather as an opportunity to provide leadership in the establishment of conduct and goals which serve to continue the exemplary status of the Vermillion High School Activities Program.

Generally stated, this code of conduct implies the individual shall at all times in the SCHOOL COMMUNITY, and ACTIVITY reflect good character, sportsmanship, and self-discipline. This means that the participant shall refrain from violence, rudeness, and profanity; shall demonstrate respect for others at all times; and will not participate in disruptive behavior. The student will always attend classes promptly and regularly and will maintain a grade average commensurate with ability. This also implies that the student will complete all assignments made in anticipation of absenteeism due to activities participation. The student will demonstrate a positive attitude toward competition by working to peak potential at all times, adhering to regulations pertinent to the specific activity and by refraining from any type of conduct which would bring discredit to the school. Students will also maintain higher standards of behavior and demeanor in the use of technology relating to web postings and other Internet use.

Any student found to be in violation of the Code of Conduct Policy will be disciplined appropriately which may include suspension from participation with approval of athletic director or principal.

Adopted  
Amended 1/10/1994  
Reviewed  
Amended 1/26/2009



# SCHOOL BOARD POLICY

**Item: IGDB**

## **Participation of Alternative Instruction Students in High School Extracurricular Activities:**

The Board maintains membership in the South Dakota High School Activities Association (SDHSAA). In the conduct of interscholastic athletic programs, the rules, regulations, and limitations outlined by that association will be followed.

Eligibility requirements for alternative instruction students to participate in high school athletic and other extra-curricular programs will be set by the school administration with the approval of the Board and will conform to the regulations of the SDHSAA, if applicable. They will include the requirements that a student have the written permission of his/her parent or guardian to participate, each student abide by training rules, physical examinations, attendance, insurance, discipline or any other rule and regulation applied to regular participants. Students who fail to follow all rules and regulations may be suspended from that activity.

All students participating in interscholastic athletics must purchase insurance available through the school, or the parent or guardian must sign a waiver to the effect that such coverage is not necessary.

Students who participate in alternative instruction, i.e. who are home schooled, shall have the opportunity to participate in district co-curricular and interscholastic activities if they meet the requirements of the state law, the South Dakota High School Activities Association, and district policy, including regulations specified in the student/parent handbooks.

1. Any accredited school student who leaves an accredited program during the course of the school year for any reason and enters an alternative instruction program is ineligible for participation in interscholastic and co-curricular activities for one calendar year beginning on the date in which the student enters the alternative program.
2. For an alternative education student to be eligible to participate in interscholastic and/or co-curricular activities, he/she must:
  - a. Have a completed, board-approved alternative instruction application on file with the Vermillion School District Central Office.
  - b. Enroll, during the entire year in which the student participates in the extra-curricular/co-curricular activity, in two courses of study (per semester), one of which must include a 'core' course. (Core courses are those within the areas of Science, Math, English, and Social Studies as defined by the course catalogue). Alternative instructed students must fulfill all other core course requirements in their alternative instructed program.
  - c. Alternative Instruction students must be enrolled in the gradual progression of courses based on their previous enrollment. The students must meet jointly with the guidance counselor and or principal to prepare and finalize a class schedule.
  - d. Students must remain in two courses for the entire year, even if their preferred activity is held entirely within the fall or spring semester. Failure to remain in courses for the entire year shall eliminate their future eligibility for co-curricular/interscholastic activities.
  - e. The student must maintain 1.5 grade point average in all classes enrolled in, not to exceed the number required of regularly enrolled students. The student must meet all attendance requirements as outlined in the Vermillion School District board policy.

- f. The student must meet and follow all guidelines directed by the Vermillion High School Activities and Athletic Handbook.
- g. The student must have satisfactorily completed an annual physical examination to participate on any athletic team.
- h. The student entering the high school must be at least 14 years of age and will be classified as a freshman for course requirements purposes. No student will have any athletic/fine arts eligibility after his or her 20<sup>th</sup> birthday as per SDHSAA eligibility requirements.

# SCHOOL BOARD POLICY

## ACTIVITIES: RULES AND REGULATIONS:

Item: IGDK

### I. Rules and Regulations

- A. The following rules and regulations have been established for the activities programs of the Vermillion School District.
  - (1) NO DRINKING OR POSSESSION OF ALCOHOLIC BEVERAGES
  - (2) NO SMOKING, USE, OR POSSESSION OF TOBACCO SUBSTANCES
  - (3) NO USE, INGESTION, OR POSSESSION OF ILLEGAL DRUGS AND/OR DRUG PARAPHERNALIA
  - (4) NO INHALING, HUFFING, OR INGESTING ANY SUBSTANCE FOR THE PURPOSE OF INTOXICATION
  - (5) NO ACTIVITY WHICH WOULD CONSTITUTE A FELONY OR MISDEMEANOR (OTHER THAN MINOR TRAFFIC OFFENSES)
- B. Coaches/directors may require additional rules concerning curfew, practice, and other items appropriate to the particular activity.
- C. Activities rules and regulations shall be in effect year round, including summer time. All offenses will be CUMULATIVE during the student's high school career. Students are considered to be under the rules and regulations of this policy starting the first day of summer break after their 6<sup>th</sup> grade year.
- D. To restore eligibility, the student must continue to participate and complete the season in which the suspended activities take place. Uncompleted suspensions will carry over to the next sport/activity in which the student participates and completes.

### II. Procedures for Informing Students of Activities Rules and Regulations

- A. The specific activity rules violations and the penalty for each will be read by the activity coach/director to his/her participants before the first practice session of each new activity.
- B. The student must sign the NOTIFICATION AND VERIFICATION form which is attached to the Activities/Athletic handbook.
- C. The signed NOTIFICATION AND VERIFICATION must be turned in to the athletic director prior to a student's participation in any interschool activity.
- D. Any middle school student participating in activities will be held accountable to the policies in the Vermillion High School Athletic/Activity Handbook.

### III. Methods of Detection of Violation of Activities Rules and Regulations

- A. Any school district employee who has reason to believe a student has violated one of the activity rules and regulations is encouraged to report the alleged violation to either the principal, Dean of Students, or coach/athletic/activity director. Members of the community are requested to report students suspected of violating the activities rules and regulations. All information reported shall remain confidential until such time as it has been determined a policy has been violated.
- B. As stated by SDCL 26-11-5.1, "a law enforcement agency may provide notice of an incident within its jurisdiction to public or nonpublic school officials and to the parent or

guardian of a school student if the incident is one in which the agency has probable cause to believe the school student has violated any provision of state law involving alcohol, illegal drugs, firearms, or bomb threats, or has made any threat of violence relating to any school or its students, employees, or property.”

#### IV. Steps in Discipline

- A. The activity coach/director will report to the principal and/or activities director that a violation has been alleged and state the circumstances surrounding the alleged violation.
- B. The principal and/or activities director will consider facts and follow due process and determine whether there was a violation as prescribed by existing policies. Individual circumstances will be taken into consideration when determining if the policy was knowingly or willingly violated as it may relate to possession of alcoholic beverages or illegal drugs.
- C. The student or students involved in an alleged violation will be given an informal conference with the principal and/or activities director in order to respond to the allegation of a violation.
- D. The principal and/or activities director will then render a decision as to whether a violation has in fact been committed and as to the disciplinary action to be taken, as outlined in the policy.
- E. Findings will be reported in writing to the student, as well as to his/her parents/guardians, by the principal.
- F. Penalties for Violations:
  1. Knowing that each activity has a different number of events, each advisor /coach has submitted the events this policy will cover.
    - a) The number of events does fluctuate from year to year in some activities. The principal and/or activities director has the authority to add an event suspension if the total number of events in that activity goes to 12 or above. Likewise, the principal/activities director may eliminate an event suspension should the number of events become less than 12.
    - b) In a situation where a student participates in more than one activity during the same season, the student will serve the appropriate suspension for each individual activity.

2.

Activity	Number of Events	Number of Events Missed	
		1 <sup>st</sup> Offense	2 <sup>nd</sup> Offense
Football	8	1	2
Basketball	20	2	4
Tennis	12	2	4
Boy's Golf	11	1	2
Girl's Golf	11	1	2
Cross Country	8	1	2
Wrestling	14	2	4
Gymnastics	10	1	2
Volleyball	18	2	4
Track	11	1	2
Dance Team	11	1	2
Soccer (club)	12	2	4
Bowling (club)	12	2	4
Baseball (club)	21	2	4
Softball (club)	12	2	4
Swimming (club)	10	1	2
Band	12	2	4
Vocal Competition	8	1	2
Oral Interp	8	1	2
Debate	9	1	2
Drama	2	1	2
One Act Play	2	1	2
Student Congress	3	1	2
National Honor Society		Dismissed from organization	

3. If the students' second alcohol violation occurs within 12 months of their first alcohol violation, then in addition to suspended event activity the student will successfully complete a formal chemical dependency assessment conducted by a certified chemical dependency counselor. This assessment will be at the student's expense. The assessment must be completed before the student can participate in any activities.
4. A third and subsequent offense violations will result in the student being barred from participating in any school activity for twelve (12) months from the date of the third or subsequent violation.
5. First Offense (drug related):
  - a) Penalty: SDCL 13-32-9 requires that anyone who uses, possesses, or distributes controlled substances or marijuana will be suspended from all school extra-curricular activities for one calendar year from the date of adjudication, conviction, diversion, or suspended imposition of sentence.

b) As provided by SDCL 13-32-9, (Ref to Appendix A) the one-year suspension may be reduced to thirty calendar days if the person participates in an assessment with a certified or licensed addiction counselor. If the assessment indicates the need for a higher level of care, the student is required to complete the program before becoming eligible to participate. If a suspension is reduced pursuant to SDCL 13-32-9, a suspension for a first offense shall make the student ineligible for a minimum of two SDHSAA sanctioned events upon completion of the reduced suspension period.

Second Offense (drug related):

a) Penalty: After confirmation of a second violation, SDCL 13-32-9 (Ref to Appendix A) requires that anyone who uses, possesses, or distributes controlled substances or marijuana, for a second time, will cause that person to be ineligible for all extra-curricular activities for one calendar year from the date of adjudication, conviction, diversion, or suspended imposition of sentence. The one-year suspension may be reduced to sixty calendar days if the person completes an accredited intensive prevention or treatment program. If a suspension is reduced for a second offense shall make the student ineligible for a minimum of six SDHSAA sanctioned events upon completion of the reduced suspension period.

Third Offense (drug related):

a) Penalty: After confirmation of a third violation, SDCL 13-32-9 (Ref to Appendix A) requires that anyone who uses, possesses, or distributes controlled substances or marijuana, for a third time will cause that person to be ineligible to participate in any extra-curricular activity at any secondary school accredited by the Department of Education.

To count toward the minimum number of events the student must participate in the entire activity season and may not drop out or quit the activity to avoid suspension and failure to complete the entire activity shall result in the student being ineligible for one year. A suspension that is not completed in one activity season shall carry over to the next activity.

#### V. Annual Report.

- A. An annual report will be made to the school board in August of each year. The annual report will not include personally identifiable information in violation of the Family Educational Rights and Privacy Act (FERPA). The report will include: (a) Total number of violations and violators; (b) number of first, second, and third violations by classification in section 1A above, and (c) number of violations by class of the violator (i.e., freshman, sophomore, junior, senior).

Amended 6/26/2000  
Amended 2/13/2008  
Amended 6/10/2013  
Amended 5/12/2014  
Amended 1/9/2017

# SCHOOL BOARD POLICY

## **POLICY IMPLEMENTATION—ENFORCING SCHOOL POLICIES:**

**Item: JAB**

Administrators have authority to suspend students or take proper action to suspend students in connection with a student's attendance at school, any school function, or any school activity home or away. Administrators, staff members, or designated representatives have the authority to take disciplinary action with students. Students are charged with the responsibility of proper conduct at all times. Proper conduct will be determined by the administration or their delegated appointees subject to appeal.

1. Contests or events that Vermillion students participate in or are authorized to attend are under the jurisdiction of Vermillion Public Schools. Students have the responsibility of proper conduct at all of these contests, both at home and away from home. Administrators, staff members, or designated representatives have the responsibility to enforce policies as they apply to students. Suspension or expulsion of students when applied to contests or events shall be within the legal time limits of accepted school policy. Administrators have the authority within the framework of board policy to establish rules and regulations as they apply to school contests or events. Students who bring discredit to their school, community, or themselves may be considered for disciplinary action. All actions are subject to review of the school board via proper channels.
2. The parking lot and all school property are considered part of the school jurisdiction. Administrators, staff members, or their delegated representatives including the school resource officer, have the authority and responsibility to regulate the parking lot and all school property. Suspension of students when applied to enforcement of responsibilities shall be within the legal time limits of the accepted school policy. The following items will be emphasized:
  - a. All rules that apply to students in the building also apply to students in the parking lot and all other school property.
  - b. There will be no possession or consumption of alcoholic beverages, tobacco products, and/or illegal drugs or controlled substances on school premises or at school events home or away.
  - c. Defacing or destruction of school property will be sufficient cause for disciplinary action including suspension or expulsion.
  - d. The police department may be requested by the administration to patrol school premises, provide law enforcement, and/or assist school officials with rule enforcement, crowd control, and/or removal of individuals from premises.
  - e. Loiterers will not be allowed on school property.
  - f. Individuals representing any organization or group must be granted approval by the administration in order to be present on school premises.
3. Administrators, faculty, and staff are authorized to supervise school functions. Rules and regulations, as stated in the school handbooks, govern the students at school and at school functions home or away. Administrators may grant exceptions to school rules and regulations upon special requests. Students attending school functions may be suspended, expelled, or face disciplinary action for the violation of school rules and regulations.

Adopted 8/1974

Amended 3/11/1991

Reviewed

Amended 11/13/2006

Amended 1/9/2017

# SCHOOL BOARD POLICY

## **EQUAL EDUCATIONAL OPPORTUNITIES:**

**Item: JB**

All students of the district will have equal educational opportunities. The school board will not discriminate on the basis of race, color, creed, religions, sex, handicap, economic status, national origin, or ancestry in its policies or programs.

To accomplish this policy on nondiscrimination, the school board will make every effort to provide all students equal access with respect to admission or membership in school-sponsored organizations, clubs, or activities; access to facilities; distribution of funds; academic evaluations; or any other aspect of school-sponsored programs or activities.

The school board recognizes, however, that in implementing this policy children vary widely in capabilities, interest, and social and economic background, and that no two children can be treated exactly alike if the fullest development of each is to be achieved.

Legal refs: Civil Rights Act of 1964, as amended in 1972, Title VI, Title VII Executive Order 11246, 1965, amended by Executive Order 11375 Education Amendments of 1972, Title IX (P.L. 92-318) 45 CFR, Parts 81, 86 (*Federal Register*, June 4, 1975, August 11, 1975)

Cross refs: AC, Nondiscrimination  
IGBA, Programs for Handicapped Students  
JFA, Student Due Process Rights

Adopted  
Amended 2/26/1990  
Reviewed 3/17/1994  
Reviewed 11/13/2006



**NONDISCRIMINATION POLICY**

It is the policy of Vermillion School District #13-1 that unfair or discriminatory practice as defined by SDCL 20-13-1(16) on the basis of race, color, creed, religion, sex, ancestry, disability, or natural origin is prohibited.

Complaints regarding defined unfair or discriminatory practices of SDCL ch. 20-13 are within the jurisdiction of the State Human Rights Commission and state court system (procedures contained in SDCL ch. 20-13 and ARSD 20:03 must be utilized for processing them), or federal agency and federal court system.

It is the further policy of Vermillion School District #13-1 to provide the protections of the Age Discrimination in Employment Act of 1967, 29 U.S.C. 621-634, and also to prohibit discriminatory practice on the basis of sexual orientation and/or gender identity.

It is also the further policy of Vermillion School District #13-1 to administer its contracts and agreements in accordance with principles set forth above as well as any specific provisions contained in any of said contracts and agreements relating thereto and South Dakota Constitution Article VIII, Section 1.

It is the further policy of Vermillion School District #13-1 to prohibit threats, intimidation, physical harm, harassment or bullying for any reason.

The following notice will be published annually in the official newspaper for Vermillion School District #13-1:

Adopted 9/28/1992  
Amended  
Reviewed  
Amended 6/22/2009  
Amended 6/27/2011  
Amended 1/9/2017

## Notice of Nondiscrimination

The Vermillion School District does not discriminate on the basis of race, color, creed, religion, national origin, sex, disability, ancestry, sexual orientation, gender identity or age in its education programs or activities and employment opportunities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding nondiscrimination policies and Title VI compliance:

Damon Alvey, Superintendent  
Vermillion School District  
17 Prospect Street  
Vermillion, SD 57069  
605-677-7000

The following person has been designated to handle inquiries regarding Title IX compliance:

Jason Huska, Dean of Students/Activities Director  
Vermillion High School  
1001 East Main Street  
Vermillion, SD 57069  
605-677-7035

The following respective principal of each school building serves as Section 504 coordinator/director for each building program:

Kim Johnson  
Austin Elementary School  
300 High Street  
Vermillion, SD 57069  
605-677-7010

Samuel Jacobs  
Jolley Elementary School  
224 South University Street  
Vermillion, SD 57069  
605-677-7015

Tom O'Boyle  
Vermillion Middle School  
422 Princeton Street  
Vermillion, SD 57069  
605-677-7025

Jon Frey  
Vermillion High School  
1001 East Main Street  
Vermillion, SD 57069  
605-677-7035

South Dakota Regional U.S. Office for Civil Rights:  
Regional Director  
U.S. Department of Education  
Office for Civil Rights  
8930 Ward Parkway, Ste 2037  
Kansas City, MO 64117-3302  
Phone: 816-268-0550  
Fax: 816-826-1404  
TDD: 877-521-2172  
Email: [OCR.KansasCity@ed.gov](mailto:OCR.KansasCity@ed.gov)

This notice will appear in: School Handbooks  
School Website

# **SCHOOL BOARD POLICY**

## **HAZING:**

**Item: JFCF**

It is the policy of the school district that hazing activities of any type are inconsistent with the educational process and will be prohibited at all times. Hazing is defined as:

Doing any act or coercing another, including the victim, to do any act of initiation into any student or other organization that causes or creates a substantial risk of causing mental or physical harm to any person. Permission, consent, or assumption of risk by an individual subjected to hazing does not lessen the prohibition contained in this policy.

No administrator, faculty member, or other employee of the school district will encourage, permit, condone, or tolerate hazing activities. No student, including leaders of student organizations, will plan, encourage, or engage in any hazing.

Administrators, faculty members, and all other employees of the school district will be particularly alert to possible situations, circumstances of events, which might include hazing. If hazing or planned hazing is discovered, involved students will be informed by the discovering school employee of the prohibition contained in this policy and will be required to end all hazing activities immediately. All hazing incidents will be reported immediately to the superintendent/CEO.

Administrators, faculty members, students, and all other employees who fail to abide by this policy may be subject to disciplinary action, and may be liable for civil and criminal penalties in accordance with state law.

The contents of this policy will be distributed in writing to all students and school district employees following its official adoption by the Board of Education. In addition, this policy will be incorporated into building, employee staff meetings or in-service programs.

LEGAL REFS: SDCL 13-8-39, 13-32-1, 13-32-2, 13-32-4, 13-32-5  
South Dakota Executive Order 81-08  
Federal Title IX (1972 Education Amendments)

# SCHOOL BOARD POLICY

## **BULLYING:**

**Item: JOH**

Bullying and of students is not tolerated by the Vermillion School District. The school district is committed to providing all students with a safe and civil school environment in which all members of the school community are treated with dignity and respect. Therefore, the school district prohibits bullying.

Bullying is a pattern of repeated conduct that causes physical hurt or psychological distress on one or more students that may include threats, intimidation, stalking as defined in SDCL ch.22-19A, physical violence, theft, destruction of property, any threatening use of data or computer software, written or verbal communication, or conduct directed against a student that:

- (1) Places a student in reasonable fear of harm to his or her person or damage to his or her property; and either
- (2) Substantially interferes with a student's educational performance; or
- (3) Substantially disrupts the orderly operation of a school.

For the purposes of SDCL 13-32-14 to 13-32-19, inclusive, bullying also includes retaliation against a student for asserting or alleging an act of bullying.

This policy applies while students are on school property; while in school-owned or school-operated vehicles; while attending or engaged in school-sponsored activities, or while using school equipment.

If, after an investigation, a student is found to be in violation of this policy, the student shall be disciplined by appropriate measures up to, and including, suspension and expulsion.

Retaliation against a person because the person has filed a bullying complaint or assisted or participated in a bullying investigation or proceeding is prohibited. An individual who knowingly files a false harassment complaint and a person who gives false statements in an investigation shall be subject to discipline by appropriate measures, as shall a person who is found to have retaliated against another in violation of this policy. A student found to have retaliated or filed a false complaint in violation of this policy shall be subject to measures up to, and including, suspension and expulsion.

The building principal, dean of students, school counselor or principal's designee will be responsible for investigating all complaints by students alleging bullying. All documentation associated with a complaint shall be maintained by the building principal.

ANTI-BULLYING FORMAL COMPLAINT FORM

Name of complainant: \_\_\_\_\_

Date of complaint: \_\_\_\_\_

Name of alleged bully: \_\_\_\_\_

Date and place of incident or incidents: \_\_\_\_\_

\_\_\_\_\_

Description of misconduct: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Name of witnesses (if any): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Evidence of bullying, i.e., letters, photos, etc. (attach evidence if possible):

\_\_\_\_\_

\_\_\_\_\_

Any other information: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*I agree that all of the information on this form is accurate and true to the best of my knowledge.*

Signature: \_\_\_\_\_

Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

ANTI-BULLYING WITNESS STATEMENT FORM

Name of witness: \_\_\_\_\_

Position of witness: \_\_\_\_\_

Date of testimony, interview: \_\_\_\_\_

Description of incident witnessed: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Any other information: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*I agree that all of the information on this form is accurate and true to the best of my knowledge.*

Signature: \_\_\_\_\_

Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

## **BULLYING INVESTIGATION PROCEDURES**

Students who feel that they have been bullied should:

- Communicate to the perpetrator that the individual expects the behavior to stop, if the individual is comfortable doing so. If the individual wants assistance communicating with the perpetrator, the individual should ask a teacher, counselor, bus driver, dean of students or principal to help.
- If the bullying does not stop, or the individual does not feel comfortable confronting the perpetrator, the individual should:
  - tell a teacher, counselor, bus driver or principal; and
  - write down exactly what happened, keep a copy and give another copy to the teacher, counselor or principal including:
    - o what, when and where it happened;
    - o who was involved;
    - o exactly what was said or what the perpetrator did;
    - o witnesses to the bullying;
    - o what the student said or did, either at the time or later;
    - o how the student felt; and
    - o how the perpetrator responded.
  - teachers, counselors, bus drivers or dean of students receiving a report, or who witness bullying, must report the incident to the building principal by the end of the school day in which the event occurred, but in no case later than the morning of the next school day.

### **FORMAL COMPLAINT PROCEDURE**

An individual who believes that he/she has been bullied will notify the principal or dean of students in his/her building who is the designated investigator. The alternate investigator is the school counselor assigned to a student's attendance center. The investigator may request that the individual complete the Bullying Formal Complaint form and turn over evidence of the incident, including, but not limited to, letters, tapes, or pictures. Information received during the investigation is kept confidential to the extent possible.

The principal, or dean of students or the alternate investigator, with permission from the principal, has the authority to initiate an investigation in the absence of a written complaint.

### **INVESTIGATION PROCEDURE**

The investigator will reasonably and promptly commence the investigation upon receipt of the complaint. The length of the investigation is governed by the facts and complexity of each individual case but should be completed within 30 days of the complaint. The superintendent may approve an extension in special circumstances. The investigator will interview the complainant and the alleged perpetrator. The alleged perpetrator may file a written statement in response to the complaint. The investigator may also interview witnesses as deemed appropriate.

Upon completion of the investigation, the investigator will make written findings and conclusions as to each allegation of bullying and produce written findings and conclusions. An alternate investigator will provide a copy of the written findings of the investigation to the principal.

### **RESOLUTION OF THE COMPLAINT**

Following the completion of his/her own investigation or upon receipt of dean of student's or an alternate investigator's report, the principal may investigate further, if deemed necessary, and make a determination of any appropriate additional steps which may include discipline.

The principal will file a written report documenting any disciplinary action taken or any other action taken in response to the complaint. The remedial actions taken by the principal, including disciplinary

action where appropriate, should be designed to prevent further bullying. The principal, or designee, will monitor the effectiveness of the remedial actions taken by contacting the complainant at least twice during the month following the investigation resolution. These contacts should be included in the documentation. If further remedial actions are necessary, the case shall remain open with ongoing monitoring and documentation. The complainant, the alleged perpetrator and the investigator will receive notice as to the conclusion of the investigation. The principal will maintain a log of all complaints, findings, and actions taken, and will maintain all documentation related to a complaint investigation for during the duration of school years.

**POINTS TO REMEMBER IN THE INVESTIGATION**

- Evidence uncovered in the investigation is confidential.
- Complaints must be taken seriously and promptly investigated.
- No retaliation will be taken against complainant/individuals involved in the investigation process.
- Retaliators will be disciplined up to and including suspension and expulsion.



# SDHSAA RULES

## In-and Out-of-Season Regulations

ARE STUDENTS ALLOWED TO PARTICIPATE IN?							
FROM	CLINICS	CAMPS	NON-SDHSAA LEAGUES, GAMES or TOURNEYS	PRACTICE	ALL-STAR EVENTS	CLUB TEAMS	PRIVATE LESSONS
August 1 to Sport Season Begins	YES	YES	YES	YES	NO	YES	YES
Sport Season Begins to Sport Season Ends	YES	NO	NO	YES	NO	NO	YES
Sport Season Ends to Midnight, May 27 <sup>th</sup>	YES	YES	YES	YES	SENIORS ONLY	YES	YES
May 27 <sup>th</sup> through July 31 <sup>st</sup>	YES	YES	YES	YES	YES	YES	YES
ARE COACHES ALLOWED TO PARTICIPATE IN?							
FROM	CLINICS	CAMPS	NON-SDHSAA LEAGUES, GAMES or TOURNEYS	PRACTICE	ALL-STAR EVENTS	CLUB TEAMS	PRIVATE LESSONS
August 1 to Sport Season Begins	YES	NO	NO	NO	NO	NO	NO
Sport Season Begins to Sport Season Ends	YES	NO	NO	YES	NO	NO	YES
Sport Season Ends to Midnight, May 27 <sup>th</sup>	YES	NO	NO	NO	SDHSCA ONLY	LIMITED	NO
May 27 <sup>th</sup> through July 31 <sup>st</sup>	YES	LIMITED	LIMITED	YES	YES	YES	YES

**Yes= unlimited Participation Allowed**

**Limited= Limited By Rule Definition As Covered In Next Section**

**No= No Participation Allowed**

**NOTE: No school sponsored or affiliated Activity may take place during the days of July 1 through July 7 annually. This time period shall be known as the summer moratorium.**

## SDHSAA IN- & OUT-OF-SEASON CHANGES FOR 2016-17 SCHOOL YEAR:

1. **AMENDED LANGUAGE** – March 2016. The SDHSAA Board of Directors amended this section in March of 2016 to allow reduced limitations on coach/athlete contact during the summer months. Ultimately, coaches are only bound to the four-contact rule as a limitation in the summer time period. All other contacts may now be unlimited in nature. Additionally, two components were added to the handbook (#2 and #3)

2. **FOOTBALL-SPECIFIC:** During the summer months, schools may only organize or operate activity for the sport of football that includes a maximum of ten days of events that shall have athletes wearing any protective gear beyond a helmet. Of those ten days, no more than five may be consecutive.

3. **SUMMER CONTACTS** – First Date: Per SDHSAA Board of Directors action, the summer contact period shall begin at 12:01 AM of the day following the State Track Meet and ends on July 31 annually. This rule change returns policy to match its previous time-frame.

4. **UNIFORMS:** Uniforms may now be allowed to be checked out to coaches, parents or other individuals throughout the school year according to local district policy without penalty.

5. **ALL-STAR GAMES:** Coaches are now allowed to participate as a part of an All-Star Game during the school-year time period provided that the All-Star Game in question is the specific, designated, single

event sponsored for that sport during that given year. No SDHSAA Coaches may participate in any other organization's All-Star Game that occurs during the school year. Additionally, Coaches may not participate in an All-Star Game during the school year that involves any athletes with high school eligibility remaining in that sport.

## **PHYSICALS:**

Every student, before being allowed to participate in interscholastic athletics, must have passed a physical each year. The physical forms must be on file at the high school and signed by both a physician and a parent/guardian.

## **APPENDIX A**

**SDCL 13-32-9.** Any person adjudicated, convicted, the subject of an informal adjustment or court-approved diversion program, or the subject of a suspended imposition of sentence or suspended adjudication of delinquency for possession, use, or distribution of controlled drugs or substances or marijuana as defined in chapter 22-42, or for ingesting, inhaling, or otherwise taking into the body any substances as prohibited by § 22-42-15, ineligible to participate in any extracurricular activity at any secondary school accredited by the Department of Education for one calendar year from the date of adjudication, conviction, diversion, or suspended imposition of sentence. The one-year suspension may be reduced to thirty calendar days if the person participates in an assessment with a certified or licensed addiction counselor. If the assessment indicates the need for a higher level of care, the student is required to complete the prescribed program before becoming eligible to participate in extracurricular activities. Upon a second adjudication, conviction, diversion, or suspended imposition of a sentence for possession, use, or distribution of controlled drugs, substances, or marijuana as defined in chapter 22-42, or for ingesting, inhaling, or otherwise taking into the body any substance as prohibited by § 22-42-15, by a court of competent jurisdiction, that person is ineligible to participate in any extracurricular activity at any secondary school accredited by the Department of Education for one year from the date of adjudication, conviction, diversion, or suspended imposition of sentence. The one year suspension may be reduced to sixty calendar days if the person completes an accredited intensive prevention or treatment program. Upon a third or subsequent adjudication, conviction, diversion, or suspended imposition of sentence for possession, use, or distribution of controlled drugs or substances or marijuana as defined in chapter 22-42, or for ingesting, inhaling, or otherwise taking into the body any substances as prohibited by § 22-42-15, by a court of competent jurisdiction, that person is ineligible to participate in any extracurricular activity at any secondary school accredited by the Department of

Education. Upon such a determination in any juvenile court proceeding the Unified Judicial System shall give notice of that determination to the South Dakota High School Activities Association and the chief administrator of the school in which the person is participating in any extracurricular activity. The Unified Judicial System shall give notice to the chief administrators of secondary schools accredited by the Department of Education for any such determination in a court proceeding for any person eighteen to twenty-one years of age without regard to current status in school or involvement in extracurricular activities. The notice shall include name, date of birth, city of residence, and offense. The chief administrator shall give notice to the South Dakota High School Activities Association if any such person is participating in extracurricular activities.

Upon placement of the person in an informal adjustment or court-approved diversion program, the state's attorney who placed the person in that program shall give notice of that placement to the South Dakota High School Activities Association and chief administrator of the school in which the person is participating in any extracurricular activity.

As used in this section, the term, extracurricular activity, means any activity sanctioned by the South Dakota High School Activities Association. Students are ineligible to participate in activity events, competitions, and performances, but a local school district may allow a student to participate in practices.

**SDCL 13-32-9.1.** No local school board may impose a lesser consequence than those established in § 13-32-9, but a local school district may adopt a policy, by local school board action, with more strict consequences to meet the needs of the district.

**SDCL 13-32-9.2.** If a suspension is reduced pursuant to § 13-32-9, a suspension for a first offense shall make the student ineligible for a minimum of two South Dakota High School Activities Association sanctioned events upon completion of the reduced suspension period. If a suspension is reduced pursuant to § 13-32-9, a suspension for a second offense shall make the student ineligible for a minimum of six South Dakota High School Activities Association sanctioned events upon completion of the reduced suspension period. To count toward the minimum number of events the student must participate in the entire activity season and may not drop out or quit the activity to avoid suspension and the failure of a student to complete the entire activity season shall result in the student being ineligible for one year from the date of adjudication, conviction, the subject of an informal adjustment or court approved diversion program, or the subject of a suspended imposition of sentence or suspended adjudication of delinquency. A suspension that is not completed by the student

during one activity season shall carry over to the next activity season in which the student participates.

In addition, a suspension that is reduced pursuant to §13-32-9 is only in effect during the South Dakota High School Activities Association's activity year, which begins on the first day of its first sanctioned event and concludes on the last day of its last sanctioned event. A reduced suspension that is not completed by the end of one activity year shall carry over to the next activity year.

A suspension begins on:

- (1) The day following the notification to a school administrator by the Unified Judicial System that a student has been adjudicated, convicted, the subject of an informal adjustment or court approved diversion program, or the subject of a suspended imposition of a sentence or a suspended adjudication of delinquency for possession, use, or distribution of controlled drugs, substances, or marijuana as defined in chapter 22-42, or for ingesting, inhaling, or otherwise taking into the body any substance prohibited by § 22-42-15 and the school administrator gives notice to the South Dakota High School Activities Association and the students; or
- (2) The day following the student's admission to a school administrator that the student committed an offense enumerated in subdivision (1), which shall be made with the student's parent or guardian present if the student is an unemancipated minor, and the school administrator gives notice to the South Dakota High School Activities Association.

**NOTIFICATION AND VERIFICATION:**

I have read and understand the rules and regulations set forth by the Vermillion Public School District, as stated in the Activities/Athletics Handbook.

Print Name:

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Student's Signature:

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Date: \_\_\_\_\_

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