



GRYPHONS

Activities Handbook

2018-2019

Pending Board Approval

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Mission & Vision

Eagle Ridge Academy is the first public school in the southwest suburban area specifically dedicated to offering a demanding college preparatory, Classical, liberal arts curriculum. We serve grades kindergarten through twelve. The Academy provides a learning opportunity that, up until now, has only been available at select private schools. Our goal is to not only help each student achieve his highest academic potential, but also to develop strong character, with the intent of creating not just smarter students, but better people, prepared to lead abundant and responsible lives as contributing members of our great country.

Eagle Ridge Academy will offer an academically rigorous, time-tested Classical, liberal arts curriculum that:

- prepares students to be exemplary and knowledgeable citizens;
- instills a life-long passion for learning;
- values self-discipline, respect, perseverance, and achievement;
- teaches truth, beauty and goodness; and
- fosters an appreciation for the United States of America and her unique role in the world.

Minnesota State High School League:

The MSHSL provides educational opportunities for students through interscholastic athletics and fine arts programs, and provides leadership and support for member school.

MSHSL League Values:

1. Equity, fairness and justice.
2. Activities that support the academic mission of member schools.
3. Fair play and honorable competition.
4. Activities which support “chemical free” and healthy lifestyles.
5. Treating all people with dignity and respect.

Eagle Ridge Academy Activities Mission Statement

The purpose of Eagle Ridge Academy activities is to strive to grow to our full potential individually and as members of a team. Everything we do reflects the pillars of Eagle Ridge Academy: Citizenship, Integrity, Perseverance, Honor, Excellence and Respect.

Philosophy of Interscholastic Activities

Eagle Ridge Academy believes that a dynamic program of student activities is vital to the educational development of all students, providing experiences that promote the physical, mental, social, and emotional development of all participants.

The Eagle Ridge Academy activities department should provide a variety of experiences through interscholastic programs to aid in the development of favorable habits and attitudes in students that will prepare them for adult life in a democratic society. Activities should function as an integral part of the total curriculum and should provide opportunities to serve the institution, to assist in the development of fellowship and good, promote self-realization and all around growth and to learn the qualities of good citizenship. All who participate in activities shall be afforded the training and knowledge to compete up to his/her ability in contests.

The *pursuit* of excellence shall be the primary objective of these programs. We want to be our best in everything we do.

Our activities meet the Title IX requirements and comply with the philosophy of the Minnesota State High School League. Eagle Ridge Academy is a member of the Minnesota State High School League (MSHSL) and as such adheres to the purposes and philosophy of the statewide organization.

Participation by students is a privilege--one that carries with it responsibilities to the community, the school, the student body, the team, and to the individual. These responsibilities include the acceptance of the training rules, regulations and individual commitments that may be unique to each program. Participation in multiple activities is supported and encouraged.

Expectations of a Competitive Program

1. In each program, a coach and/or coaches are hired by Eagle Ridge Academy to be responsible for team selection and playing time. The head coach establishes criteria for selection, possibly with input from the entire coaching staff. This may be a highly subjective process. Team selection, practices, and decisions regarding game situations are the responsibility of the coaching staff.
2. Eagle Ridge Academy's extracurricular program's goal is to be highly competitive. As our athletic programs progress, we may not be able to place every child on the team which they wish to participate (Junior Varsity, Varsity, etc.). While this is not our desire, it is reality.

When a student tries out for a team, both the parent and the student understand there is a very real possibility of not being selected. If selected, both the parent(s) and the child should be prepared to accept placement at any team level, (i.e., 9th grade, B-squad, Junior Varsity, and Varsity). It is our desire to place students at their skill level and size to the degree possible.

Coaches have a very short amount of time to make team selections. They do the very best they can in placing athletes on the appropriate team and filling positions for play. We believe it is the coaches' responsibility and right to make the team selections.

3. In our athletics experience, we know there are many off season-select teams sponsored by different organizations. Each coach looks for something different in his or her players. Participation on one of these teams does not guarantee any player a spot on another "select team" or any high school team. While we believe players can gain valuable experience outside of the school athletic program, neither parents nor students should count on this type of participation to guarantee a spot on a high school team.

4. In order to make a varsity team, whether a player is a senior or underclassman, they must be an outstanding player and also play a position the team needs. Underclass student-athletes possessing these qualities have the same opportunity to make a team as the senior does. Our team structure (9th grade, B-squad, junior varsity, and varsity) dictates there will always be more underclass players than upper-class in the total program. At selection time, it will be the coaches' decision.

5. A main goal of a competitive athletic program is to put the most talented members of the team in competition to win the contest. Starting positions and playing time are not guaranteed to anyone. Each member of a team is valuable to the team's overall progress. Some members may play a great deal of time in a contest while others may not see what may be consider "significant" playing time. Each student should have personal improvement as one of his or her goals.

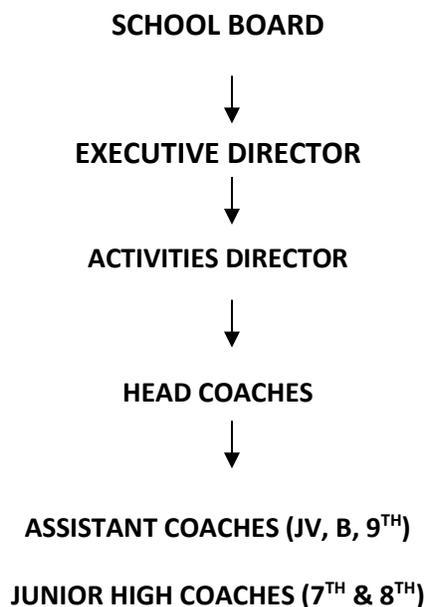
By being a member of a team, regardless of time spent in actual competition, a person can learn many valuable lessons. Among them are: leadership, citizenship, sportsmanship, appreciating good play by an opponent, working together to meet team goals, responsibility and commitment to team and school, loyalty, placing team above self, learning to accept instruction and criticism, respect for others, winning and losing with dignity, self-control, and being responsible for one's own actions.

6. Good sportsmanship is expected at all Eagle Ridge Academy events. Good sportsmanship is expected of players, coaches, advisors, faculty, students, and adult spectators. Promotion of good sportsmanship at Eagle Ridge Academy events shall include a demonstration of respect for all participants and officials. All involved in an event shall maintain self-control throughout the event. Rules of the event shall be understood and skill performance should be recognized regardless of team affiliation.

7. Academic Achievement is a primary expectation for participants in the program. Students deemed at risk in a given class may lose practice time, and, therefore game time as well. Coaches will be given the decision on how academic standards are enforced for their given sport or activity.

Department Organization

The line of staff organizational plan is as follows:



Activities / Athletic Policies

Academic Awards

MN State High School League Spotlight on Scholarship: student participating on C squad, JV, or Varsity with a cumulative GPA of 3.0 or above.

Attendance/Absence

1. Any student not in attendance at school for at least half a day, four full class periods or by the end of fourth period, may not participate in extra-curricular activities for that day. This includes practices.
2. Any student who has been suspended from Eagle Ridge Academy for any reason shall also be suspended from attendance at or involvement in, any extracurricular activity during the full period of the suspension, including any non-school days spanned by the period of suspension. They must also miss at least one contest.
3. Any student that receives an in school suspension shall also be suspended from attendance at or involvement in, any extracurricular activity during the full period of the suspension, including any non-school days spanned by the period of suspension. They must also miss at least one contest.

4. Any student who is absent because of a family emergency or a traumatic event (i.e. funeral) may participate in an event that day.
5. Any absence from a scheduled practice will be considered unexcused unless the individual received prior approval from coach.
6. Any late arrival or unexcused absences from scheduled practice, game or match will result in a consequence in line with the team rules as established by the coach.

Code of Responsibilities – Eagle Ridge Academy (MSHSL Bylaw #206)

Participation in interscholastic activities is a privilege which is accompanied by responsibility.

As a student participating in Eagle Ridge Academy sponsored activities, I understand and accept the following responsibilities:

- A. I will respect the rights and beliefs of others and will treat others with courtesy and consideration.
- B. I will be fully responsible for my own actions and the consequences of my actions.
- C. I will respect the rights and property of others.
- D. I will respect and obey the rules of my school and the laws of my community, state, and country.

I will show respect to those who are responsible for enforcing the rules of my school and the laws of my community, state and country.

Penalty

A student who is dismissed from school or who violates the student Code of Responsibility is not in good standing and is ineligible for a period of time as determined by the Minnesota State High School League guidelines and the Activities Director of Eagle Ridge Academy.

NCAA & NAIA College Bound Athletes

1. Interested students should seek information on the NCAA web-site at www.ncaa.org
2. Interested students need to complete the NCAA Clearinghouse Application.
3. There are certain scores on the ACT/SAT, a minimum GPA, and specific course work that must be passed in order to be eligible for scholarship money. Please find out more on the web at www.ncaaclearinghouse.net
4. The corresponding website for student athletes interested in a NAIA affiliated college is www.playnaia.org.

Communication

This procedure has been developed for the purposes of establishing and maintaining the lines of communication between the school, parents/guardians and the student for the resolution of concerns related to extra-curricular activities. This procedure is a means by which concerns/problems can be resolved.

In order to maintain a positive atmosphere and assure that the proper channels of communication will not be circumvented, a procedure has been outlined for the use of the student, parent/guardian, coach/advisor, and administrators. All participants should adhere to the following guidelines.

Communication Policy

Step 1:

If a student and or parent/guardian has a concern they should:

A. Schedule a meeting to speak personally with the coach/advisor at a time convenient to both parties, preferably within one week, with the intent to solve the problem. This should not be done immediately after a contest or practice. The coaches have been instructed not to address a problem directly after a contest. We request that parents wait 24 hours after a contest before scheduling a meeting. If the problem involves an assistant coach, the head coach should be involved in the meeting. The student should also attend this meeting.

B. Parents/students should only address problems or concerns related to themselves or their student(s). In order to be in compliance with the "Information Privacy Act," problems or concerns related to other students will not be discussed.

Step 2:

If either party has not been satisfied by the proposed resolution of the problem or concern during Step 1, they should request a continuation by contacting the Activities Director.

Step 3:

If either party has not been satisfied by the proposed resolution of the problem or concern during Step 1 or 2, they should request a continuation by contacting the School Director.

Equipment/Uniforms

1. All uniforms, equipment, and supplies are the property of Eagle Ridge Academy and are to be checked out and in with the coach and/or Activities Department according to the schedule established by the coaching staff and Activities Department.

2. All athletes turn into the Activities Department a uniform deposit check. This check will be held until the uniform is satisfactorily turned in. Once the uniform has been returned, the Activities Department will destroy the deposit check. The athlete may, if needed, be required to pay additional fees to cover the replacement cost for articles lost, excessively worn, or damaged. The deposit will be forfeited if the student does not return the uniform, washed and dried, to the appropriate party within two weeks after the last contest.
3. Game uniforms are to be worn for games and matches only. Uniforms should not be worn as physical education uniforms. Uniforms should not be worn as attire unless authorized by the coach.
4. No one will be allowed to start practicing in another sport until the coach from their previous sport clears them.
5. Students may be assessed a fee if uniforms are not returned in a timely manner.

Athletic Program Fees

The purpose of the activities fee is to reduce the direct costs of activities and to assure the continuation of the programs for the benefit of the students. Some activities may have a higher fees than others. Fees are due before the student begins practice. Cooperative sports fees are payable as directed by the host school. If a student joins a sport after the initial start of the season, all fees for the season will apply, there will be no discounted fees. A student may not sign up for a new sport until all previous activity fees have been paid in full.

Returned Checks Due to Insufficient Funds

There will be a fee assessed for all returned checks. The student will be ineligible to participate until sufficient funds have been paid to Eagle Ridge Academy, as well as the assessed fee. The replacement payment and assessed fee payment must be made with cash or a cashier check.

Refunds

Refunds will be issued using the following guidelines:

1. When a student is cut from a team for reasons other than violation of training, team rules, or Eagle Ridge Academy policies.
2. When injury or illness prevents continuation in the activity, a refund will be made, provided medical documentation is presented to the Activities Office, up until the time of the first game or match, or by the end of the second week of practice (whichever comes first.).
3. When a transfer is made out of Eagle Ridge Academy up until the time of the first game or match, or by the end of the second week of practice (whichever comes first.).

4. When a student quits an activity, up until the time of the first game or match, or by the end of the second week of practice (whichever comes first).

5. Any student dismissed or asked to leave an extra-curricular activity due to disciplinary reasons or infractions of the eligibility rules, will not receive a refund.

6. After the time of the first game or match, or by the end of the second week of practice (whichever comes first). **No refunds will be made for any reason.**

Eligibility

Grade/Age

Students in grades 7-12 for Eagle Ridge Academy are eligible to participate in any high school activity. Students under the age of 20 are eligible to participate in any high school activity. This includes managers, game workers, statisticians, etc.

Physical Requirement

Each student must have on record an athletic physical taken every 3 years beginning with their 7th grade. It is recommended that the physical exam be completed the summer before the student's 7th and 10th grade years.

Injuries

Students who have received medical attention for an injury must provide the Activities Department with a medical release signed by the physician, stating that the student is cleared to participate before the student will be allowed to resume participation in practice, games, or matches.

Lettering Policy

Lettering Requirements for Athletics

1. Athletes must participate in all required practices. Any absence from practices or contests must be pre-excused by the coach.
2. Athletes must consistently compete at the varsity level. For most sports this means participating in at least 50% of varsity periods, quarters, halves or games.
3. Athletes must compete to the best of their ability in all practices and meets.
4. Athletes must participate in all team events; or be pre-excused by the coach.

5. Athletes must display consistent high standards and support for teammates.
6. Athletes must be recommended by their coach for demonstrating the commitment of a varsity level student-athlete.
7. Athletes may not have violated any Minnesota State High School League rules.
8. Athletes may not have been suspended from school during the season.
9. Varsity athletes must maintain a 2.0 GPA.
10. Athletes must finish the season as a member in good standing with the team.
11. Athletes will also follow other schools' lettering policies when participating in a coop sponsored by the other school.
12. By agreement with the Athletic Director, some sports may have additional lettering requirements.
13. Eagle Ridge Academy will not award varsity letters for club activities.
14. Lettering remains at the coach's discretion.

Participation Requirements

In order to participate in athletic activities, the student must have the following on file in the activities office:

1. The current Minnesota State High School Eligibility Form signed by both student and his/her parent or guardian.
2. A Physical Examination Form signed by a physician within the last three years.
3. Payment of the appropriate fees. Checks should be made payable to Eagle Ridge Academy
4. Athletic Emergency Contact Card filled out each sport season.
5. Uniform deposit check.
6. Students transferring to Eagle Ridge Academy from another school must complete the appropriate transfer form.

Scholastic Eligibility Requirements

Academic Eligibility

Bylaw 108.01, of the Minnesota State High School League states that in order to maintain scholastic eligibility, a student is to be making satisfactory progress toward graduation as defined by Eagle Ridge Academy. Students, parents and faculty at Eagle Ridge Academy place a high value on academic achievement. Students are students first and must prioritize co-curricular activities in a secondary role. While students have varying levels of academic ability, it is expected that each one will work to his or her potential.

Ineligibility guidelines are as follows:

1. Student will maintain a 2.0 grade point average and must not be failing any classes. Students in 9th - 12th grades shall not have any more than one D during grade checks. Any student playing varsity will be held to higher standards.
2. Grade checks will be done on a regular basis. Once given a warning, the student will have one week to meet the minimum academic eligibility requirements. If the student does not meet the minimum academic eligibility requirement after one week of warning, the student will become ineligible for competition/participation and immediately begin serving their suspension.

Notes:

- Drama will have a grade check during auditions.
- Band and choir will check eligibility prior to MSHSL contests.
- The Activities Director and High School Principal may use discretion when determining eligibility at the end of 1st semester. Determining the best path forward for each student will be done on an individual basis.

3. Students found to be ineligible will not attend or participate in contests until they have raised their grade(s) to meet the minimum academic eligibility requirements. They may continue to practice at the coach's discretion. Assignments and homework deadlines will not be extended due to participation in athletics and/or activities.

4. Appeals for athletic suspensions may be brought to the school principal for further review. Appeals should be accompanied by a completed plan for improvement. If a student has an active Individualized Education Plan (IEP), his or her case manager may be consulted to determine whether an extension to the academic warning should be granted. The school principal will make the final determination about whether to grant an extension to meet the minimum academic requirement.

5. It is the student's responsibility to meet the minimum academic eligibility requirements. A student who is suspended must present documentation directly to the Athletic Director to demonstrate that they meet the minimum academic eligibility requirements. The Athletic Director will notify the coach when the student may return to athletic competition.

6. Teachers will address work in a timely manner, but are not required to make special considerations to assist the student to achieve his or her academic eligibility.

Students and parents/guardians are responsible to understand and agree to the academic eligibility policy.

Transfer Students

Transfer students' eligibility will be determined by their placement in the appropriate grade and semester level upon entering Eagle Ridge Academy. They will then adhere to the same guidelines mentioned under Scholastic Eligibility. Prior to participation, all paperwork with the Eagle Ridge Academy Admissions Office and Activities Department must be completed. This eligibility procedure includes Foreign Exchange Students and International Students. Bylaw 111 under the MSHSL will be strictly enforced.

Student Pick-Up

1. Coaches leaders are responsible for the students participating in the activity until they are picked up: please be respectful of their time. Parents will be contacted if late pick-up becomes a problem.
2. If a problem of late pick-up persists after parents are contacted, it may be necessary for that student to drop from the activity.

Transportation

1. Unless announced; transportation to designated practice sites will be offered by Eagle Ridge Academy when ERA sponsors the activity. Parents should pick students up at the practice site.
2. Transportation to home contest will be the responsibility of the athlete.
3. Student drivers may drive themselves to practices.
4. Transportation to away contests will be arranged by the Eagle Ridge Academy Activities Department. It is expected that students will ride to and from the event as assigned, unless a specific activity chooses to organize differently. Any changes made to those assigned must be cleared with the coach.
5. If a parent/guardian is going to give their child a ride home, they must sign off with the coach before the student gets on the bus to leave for the event. Under no circumstance will a coach/advisor release a student to someone other than his/her parent/guardian without prior approval from student's parent or guardian.

6. The only way a student would be released to someone else is in an extreme situation. This type of request should be made to the Activities Department as soon as possible prior to the day of the contest. A written request to do this should be on file with the Activities Department.

7. Upon removing the student from the care of the school district, the school district will no longer be liable for the student.

8. Failure to follow these procedures will result in a disciplinary action as determined by the coach/advisor and Activities Department.

Two (2) Sports/Same Season

An athlete may compete in two (2) high school sports during the same season.

The athlete must:

1. Obtain consent from BOTH coaches.
2. Obtain consent from the Activities Director.
3. Declare a primary activity. I.E. if practices/competitions for both activities fall on the same time, the primary activity will be attended 100% of the time, unless approved by the primary activity's coach.