

STUDENT/PARENT ATHLETIC HANDBOOK

ATHLETIC DEPARTMENT

Tigard High School
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SECTION 1: ATHLETIC AND ACTIVITIES CODE

This code establishes minimum expectations for athletics/activities. The code will be administered by coaches/advisors in conjunction with the building administration. It is understood that participation in extra-curricular activities and athletics is a privilege for students. Subsequently, the students representing TTSD are held to a higher standard than other students, and therefore, some policies may be more stringent than the Student Rights and Responsibilities Handbook issued to all students.

SECTION 2: CITIZENSHIP EXPECTATIONS

Membership in an athletic/activities program is an honor that should be carefully guarded. The privilege of competing in athletics/activities also carries added responsibility for each participant. This privilege may be forfeited for conduct that is detrimental to the team, school, or program in general. As a member of a school program, behavior on campus, in the community, and at other schools, reflects not only on the student but on the program and school as well. Criminal acts, violence, intimidation or discrimination, **whether at school or in the community**, will not be tolerated and may be cause for immediate suspension from the program.

Behavior, dress, and grooming standards are at the discretion of each head coach. It is expected that coaches recognize athletes as representatives of the TTSD. Any violations of rules or regulations that result in suspension or dismissal of individuals from teams or from participating in games must be cleared with the school's [Athletic Director](#).

SECTION 3: ATTENDANCE POLICY

Attendance at school for the entire day is a prerequisite for participation in contests or practices. School related activities or appointments with prior approval by the administration do not fall under this regulation. Emergency situations may be reviewed and determined by the [Athletic Director](#).

SECTION 4: ATHLETIC CLEARANCE

A student must register online to be cleared by the athletic office. The athlete must be placed on the attendance roster prior to being issued any equipment and before beginning to practice. In order for an athlete to receive clearance from the athletic office, the athlete must have the following:

- 1) A physical on file in the athletic office every two years.
- 2) Physical must be on the required OSAA form.
- 3) Documented medical insurance coverage.
- 4) Parent/Guardian release signatures on all required forms.
- 5) Student and Parent signature regarding the athletic/activities policy student handbook. Policy handbooks are available in the athletic office.
- 6) Pay to participate receipt, or waiver information if applicable.

SECTION 5: TTSD ACADEMIC REQUIREMENTS

Student-athletes must meet the requirements of the OSAA to become eligible and to remain so. The OSAA requires that TTSD students must be enrolled in and passing 5 classes at all times. With block scheduling, the equivalent of 5 out of 8 semester classes is required.

The OSAA and TTSD also require that a student-athlete must be making satisfactory progress toward the District's graduation requirements. Any exceptions to individual eligibility are defined in the OSAA handbook, under rule 8.1, 8.1.1, 8.1.2, 8.1.3, 8.1.4 and 8.2. The OSAA handbook is on file in each high school athletic office and can be reviewed on the internet at www.osaa.org

- A. **Minimum Enrollment Requirement:** In accordance with OSAA rule 8.1.1 a student athlete in the Tigard-Tualatin School District must be enrolled in a minimum five (5) classes and must be passing five (5) classes in order to be eligible for competition.
- B. **Satisfactory Progress Toward Graduation in TTSD:** OSAA rule 8.1.2 states that to be scholastically eligible, a student must be making satisfactory progress towards the school's graduation requirements by earning a MINIMUM of the quantity of credits indicated on the chart below for the specified year

TTSD Credits to Graduate	26.0
Credits Per Year	6.5

In order to remain eligible, the student athlete must earn AT LEAST the number of credits listed below by beginning of the academic year specified:

By the beginning of 10 th grade	4.5
By the beginning of 11 th grade	11.0
By the beginning of 12 th grade	18.5

Refer to OSAA handbook (rule 8.1.2) referenced above for more detailed information regarding the number of credits earned per year.

SECTION 6: ATHLETIC/ACTIVITY PROGRAM STANDARDS

Students must refrain from using alcohol, tobacco, and drugs.

A dangerous drug is defined as any drug obtained with or without a prescription that has been used in a potentially harmful manner. This includes, but is not limited to marijuana, cocaine, heroin, stimulants, depressants, hallucinogenic, and illegal performance-enhancing drugs.

The following guidelines have been established for students participating in high school athletic/activity programs in the TTSD.

The use, possession and or distribution of tobacco, alcohol, non-prescription drugs, or distribution of prescription drugs by any participant **will not be tolerated** in the interscholastic athletic program. This includes both regular school hours as well as non-school time. Violation of this rule will result in the following consequences:

A. First Violation: Alcohol/Drugs/Tobacco

Any participant incurring any infraction on school premises during school hours, away from school, on school or non-school days or at any school-sponsored activity will be subject to the same sanctions as any other student.

In Season

The student will be suspended from any interscholastic athletic/activity practice or competition for the duration of any out-of-school suspension/expulsion. **A first violation will result in an athletic suspension from competitions for 10 school days following the first contest the student athlete is eligible to participate in.**

Chemical Abuse Assessment

The student will be required to complete a chemical abuse assessment from an approved outside assessor. The outside assessor will develop an individualized program to assist the student to become and remain drug/alcohol free. The student and parent(s) and or guardian(s) agree to follow the program developed by the outside assessor. Failure to follow the program will result in expulsion from the athletic/activity program. If the assessment is not completed within the suspension period, expulsion from the athletic/activity program will occur. The student **will be required** to attend any practice sessions, team meetings, or competitions following the arrangement of his/her chemical assessment appointment **and** fulfill their suspension requirements. However, the student-athlete will not be able to be an active participant in competitions until the completion of the athletic/activity suspension period (10 days).

B. Second Violation: Alcohol/Drugs/Tobacco --

The District will follow the same procedure as set forth for a first violation, except that for a second violation (not in the same season/performance period); the suspension from interscholastic competition/performance will be for **20 days from the first competition contest.**

If it is the 2nd violation, the Administration office consequences will hold precedence over those stated here. If a student has committed an offense whereby they may be considered eligible for expulsion then the school administration's consequences will take precedence over those stated here.

C. Third violation: Alcohol/Drugs/Tobacco

The student-athlete will be removed from their current team and not be allowed to participate in any other athletic or activity teams/groups for the remainder of their HS career.

D. Association Violation

Any student participating in athletics/activities who finds himself/herself in the company of others, who illegally possess, use, transmit, or are under the influence of alcohol, any form of dangerous drugs, or a controlled substance is expected to leave immediately (within a reasonable time frame – 20 minutes – time to secure a ride, safe transportation). Failure to do so will result in notification to parent/guardian and the possibility of the same consequences listed above in section A above as determined by the Athletic Director. A second offense will result in discipline as if in violation of this policy. The only exception to

this section of this policy would be when a parent/guardian accompanies a student to a family, social or cultural function where alcohol is served. However, students must refrain from personal use. Students who receive wine as part of a religious ceremony such as Holy Communion or Jewish Seder will not be penalized.

E. Out-of-Season

If the student-athlete is not currently in a season, a **first violation will result in an athletic suspension that follows the penalties for in-season violations except that the suspension will commence from the first contest date from the students next season of participation.** Any student athlete serving an athletic suspension will be required to attend and participate in all practices, team meetings and competition although they will not be permitted to actively participate in competitions.

F. Self-Reporting

Prior to being investigated or apprehended for a violation involving the use of alcohol, dangerous drugs or a controlled substance, the student may voluntarily request assistance from school officials. In the event of this self-reporting, there may be no disciplinary consequence imposed upon the student provided that:

- F. 1** The report is independent and in advance of the investigation.
- F.2** The student meets with the Student Assistance Facilitator and complies with their recommendations.
- F. 3** There are no subsequent incidents of alcohol, dangerous drugs, or controlled substance use.

G. Transfer of Violations

A student who transfers from one Tigard-Tualatin high school to another will maintain accumulative offense status under this policy.

H. Law Enforcement

The TTSD will seek the assistance of the Tigard and Tualatin police departments to work together to provide a safe and drug/alcohol free environment to live in. The police agencies, in accordance with the state and federal laws, will work with our high school administrators to assist in the enforcement of this policy.

I. Ejections and Fines

If a student athlete is ejected from a contest and there are OSAA fines that go with that ejection those fees are the responsibility of the student athlete. Any such fines will be added to the students account. If a student has current fines on their account they will not be allowed to participate in athletics.

SECTION 7: SUBSTANCE ABUSE

When a coach or advisor becomes aware of a violation of the Athletic/Activity Policy Statement by a student, he/she must notify the [Athletic Director](#) immediately.

SECTION 8: SPORTSMANSHIP

Athletic contests should be conducted in an atmosphere that places maximum emphasis on good sportsmanship, positive relationships between schools, and the educational benefits of competition. Student athletes should compete under conditions which:

- 1) Provide a fair and equal opportunity for success.
- 2) Make maximum provisions for the safety of participants.
- 3) Provide for a broad sense of activities and a balance in competitive levels.
- 4) Preclude the embarrassment, humiliation, or demeaning of any team or individual.
- 5) Emphasize the highest possible level of professionalism and personal integrity on the part of all teachers, coaches and administrators involved.

SECTION 9: OPTIONAL LAY-OFF

Athletes may have the option of up to one week (calendar week) interval layoff between the end of a sport season and the beginning of a new sport season.

SECTION 10: ATTENDANCE AT CALLED PRACTICES

Athletes will attend all practices to be eligible for contests. If an absence is unavoidable, it is the responsibility of the athlete to notify his/her coach prior to the practice. Any athlete *suspended from school* will not be eligible for athletic practice or competition for the length of the suspension. **Athletes must be in attendance at school for the full school day to participate unless they have a prearranged absence (doctor, etc.) or clearance from the athletic office.**

SECTION 11: PAY-TO-PARTICIPATE POLICY

A fee established annually by the Board will be charged to each participant per sport, per season ([\\$225 for the first sport, \\$125 for any additional sports. Family fee cap of \\$700 per school year.](#))

- 1) All athletic fees must be paid in full and no fines on the participants account to be eligible.
- 2) Fee reimbursement will be made on the following conditions:
 - a. Athletes who are cut from participation with the team by the coaching staff prior to the first regularly scheduled league contest will be reimbursed in full.
 - b. Athletes who are dismissed from participation with the team by the coaching staff for disciplinary reasons will not be issued a refund.
 - c. Those athletes who withdraw from participation with a team, for any other reason, will be reimbursed on a pro-rated basis. The pro-rated basis will be to divide the season into fourths (1/4). Reimbursement will be made on the basis of any complete fourths remaining in the season or time frame.
- 3) Student Athletes who qualify for free and or reduced lunch will be eligible to waive the participation fee. This is notified through the bookkeeping office.
- 4) Each high school will set up its own system of collecting fees. No student will be allowed to participate in any event until they have met the pay-to-participate fee.

PROCEDURE FOR FREE AND REDUCED MEAL STUDENTS

1. Parent/Guardian authorizes the Food Service Department to release their student's name and meal eligibility status by completing the Permission to Share Confidential Meal Eligibility Status Form turned in with the Free and Reduced application at the beginning of the school year. The Food Service Department will send out Free and Reduced applications and Permission to Share forms in August. Families who prefer not to give permission to share free and reduced status information may instead apply for a reduced fee waiver addressed in the section below.
2. Food Service Department provides a list of students whose parent/guardian has authorized release of their student's name and free or reduced meal eligibility status to appropriate school office personnel. Appropriate school office personnel includes only staff such as the Bookkeeper and Athletics Secretary who have signed a federally-required confidentiality agreement provided by the Food Service Department regarding the students' meal eligibility status.
3. For fall sports, the school will rely on the permission to share list from the prior academic year for granting waivers due to free and reduced students. The list will be updated after free and reduced applications are due in October for the current year. In the interim, families who were not eligible for free and reduced meals in the prior year should complete the waiver process to apply for a reduced fee addressed in the section below.
4. Athletic fees will be waived for free and reduced students on the permission to share list provided by the Food Service Department. Fees will be refunded for new additions to the list who have previously paid a fee.
5. The Bookkeeper will provide the student athlete a fee receipt during sign up to be turned into the Athletic Department with the Athletics Clearance form.

PROCEDURE FOR STUDENTS REQUESTING WAIVER

1. Student Athlete and Parent/Guardian complete an Athletics Fee Waiver application requesting one of the following:
 - A. The reduced fee of \$100 per sport due to financial hardship.
 - B. At the discretion of the Athletic Director, participation in a work study program to perform service during the school year in lieu of the fee.
2. Athletic Fee Waiver request approved by the Athletic Director or School Administrator.
3. The Athletic Department will update student's fee status with the Bookkeeper.
4. The Bookkeeper will provide the student athlete a fee receipt during sign up to be turned into the Athletic Department with the Athletics Clearance form.

SECTION 12: COMPLAINTS AGAINST COACHES

Complaints against coaches who are members of the TTEA bargaining unit will be handled in accordance with Article 4 (Appendix C) of the collective bargaining agreement.

Non-bargaining unit members will be provided basic due process in the handling of complaints.

SECTION 13: PARENT AND STUDENT APPEALS

The district encourages parents and students to appeal a rule or a procedure if they feel it has been unfairly enforced or if there are extenuating circumstances.

Coaches are expected to listen to such appeals with an open mind and with an understanding of and support for the value of such dialogue.

If an appeal is requested, the appeal procedure is as follows:

- 1) The appeal shall be in writing.
- 2) The initial meeting will be with the coach(es) of that particular sport.
- 3) If necessary, the next meeting will involve the student, parents, coaches, and the Athletic Coordinator.
- 4) If a further review is desired, the principal will meet with the above parties to determine an outcome.
- 5) If not resolved, the final appeal will be to a district administrator assigned by the superintendent.

The district level decision is final and not subject to further appeal.

SECTION 14: TRANSPORTATION

Student athletic participants must be transported to and from another school in compliance with the transportation policy only.

Transportation Waiver:

The school board approved on November 2, 1993, a transportation waiver for parents to grant the students permission to transport him or herself to athletic events/activities or to be transported by another student's parents. This waiver must be completed at least 24 hours in advance of the event. The High School Principal, or the High School Principal's authorized representative, shall accompany all school teams or school groups that participate in an activity. That school shall be responsible for acts of its school team, school groups or individuals while on trips, or while participating in any such activity. Parents may transport their own children home from competitions after visual contact is made with the school representative at the event.

SECTION 15: PRACTICE AND CONTESTS STARTING DATES

During the *Association* year, practice in a sport shall not be held after the conclusion of a school's sport season in that sport as defined in OSAA Rule 6.1.6.

2018-2019

	First Practice	First Contest
Fall Sports	August 13	August 23 (football Aug. 30)
Winter Sports	November 12	November 28
Spring Sports	February 25	March 11

SECTION 16: ADMINISTRATION/COACHES DIRECTORY

Principal	Andy Van Fleet
Associate Principal	Andrew Kearl
Associate Principal	Angelita Miller
Associate Principal	Tyler Davila
Activities Director	Mackenzie Coulson
Athletic Trainer	Sarah McSweeney
Baseball	Tom Campbell
Basketball – Boys	Shawn Alderman
Basketball – Girls	Steve Naylor
Cheer	Cassie Bell
Cross Country	Holly Paris & Chris Westover
Dance (Tigerettes)	Linda Sheron
Football	Craig Ruecker
Golf – Boys	Rob Coelho
Golf – Girls	Mindy Yarnell
Soccer – Boys	Angelo Simonetti
Soccer – Girls	Duccio Tagliaferri
Softball	Pete Kostel
Swimming	John Ruzicka
Tennis – Boys	Jack Cullen
Tennis – Girls	Kelsey Wahl
Track	Shane Kessler
Volleyball	Megan Norris
Water Polo	Tristan Larsen
Wrestling	Geoff Jarman

SECTION 17: ATHLETIC TEAMS OFFERED AT TIGARD HIGH SCHOOL

FALL

Cross Country
Football
Soccer – Boys*
Soccer – Girls*
Volleyball*
Water Polo – Boys
Water Polo – Girls

WINTER

Basketball – Boys*
Basketball – Girls*
Swimming
Wrestling

SPRING

Baseball*
Golf – Boys*
Golf – Girls*
Softball*
Tennis – Boys*
Tennis – Girls*
Track

*Sports requiring tryouts

SECTION 18: CHECKLIST FOR ATHLETIC PARTICIPATION AT TIGARD HIGH SCHOOL

- Must have passed 5 classes from previous semester
- Must be enrolled in a minimum of 5 classes during the term of participation
- Must have a physical on file in the athletic office by a licensed physician every two years and on the OSAA form
- Turn in completed TTSD participation form through online process
- Have documented medical insurance coverage
- Must have participation fee paid (\$225)

ALL STUDENT ATHLETES MUST BE CLEARED PRIOR TO ANY PARTICIPATION THROUGH THE BOOKKEEPING AND THE ATHLETIC DEPARTMENT

SCHOOL MASCOT:

Tigers

SCHOOL COLORS:

Dark Green, Black, and White

THREE RIVER LEAGUE:

Canby Cougars
Lake Oswego Lakers
Lakeridge Pacers
Oregon City Pioneers
St. Mary's Blues
Tigard Tigers
Tualatin Timberwolves
West Linn Lion

Tigard High School is a member of the Oregon School Activities Association (OSAA).

