

# **GRETNA HIGH SCHOOL**



**ACTIVITIES  
HANDBOOK  
2017-2018**

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The purpose of this handbook is to share important knowledge and explain rules and regulations to the student athlete. The Athletic Department of the Gretna Public School District is proud of the students and coaches who have made this athletic program a success.

The philosophy of athletics at Gretna High School is such that athletics are considered an integral part of the school's program of education, which provides experiences that will help students physically, mentally, and emotionally.

It is the Gretna school district's philosophical belief that the seventh and eighth grade sports programs will emphasize student participation over sports competition. When students become ninth graders, participation and sports competition begin to shift in importance as our athletes are prepared for varsity competition.

In high school, sport competition is emphasized over student participation. Academics always take precedence over athletic participation.

Participation in athletics both as a player and as a student spectator is an important part of a student's total educational experience. Such participation is a privilege that carries with it responsibilities to the school, to the parents, to the community, to the entire student body and to the athletes themselves. These experiences contribute to the knowledge and skill of the student athlete and will hopefully make them better people and better community citizens.

Gretna Public Schools Coaching Staff

## STORMY WEATHER PROCEDURES

In Nebraska, strong storm systems often come through our State bringing with them heavy rains, snow, ice, and occasionally hail and tornados. With this in mind, it is important that we be clear on what coaches and sponsors will do during severe weather conditions.

Certificated staff members are directly responsible for all students under their supervision in the classroom, and at any school sponsored activity. When severe weather strikes with little or no warning, staff members directly in charge of activities must determine in their best judgment, what action or actions will be in the best interest concerning the safety of their students.

At away events, when severe weather becomes a concern, coaches or sponsors, along with the bus drivers, will determine the best course of action to take, keeping in mind the safety of the students.

Coaches and sponsors should make every effort to keep school officials informed of any changes or deviations from the normal routine of events if weather dictates that such action be necessary.

In the event that an activity may be canceled due to bad weather, please check the following website: <http://www.easternmidconference.org>.

## CIVIL RIGHTS

Compliance Requirement. No person shall, on the grounds of race, color, national origin, age, handicap, sex, or religion be excluded from participation in or be subjected to discrimination in any program or activity.

# COACHING STAFF 2017-2018

## FALL SPORTS

### FOOTBALL

Dave Shrader	Head Coach
Cody King	Varsity Asst.
Kyle Moore	Varsity Asst.
Mike Kayl	Varsity Asst.
David Stastny	Varsity Asst.
Riley Gross	Varsity Asst.
Jim Oliver	Freshman
Michael Moore	Freshman Asst.
Warren Smith	Freshman Asst.

### CROSS COUNTRY

Bryce Brunswig	Head Coach
Kevin O'Neill	Head Coach
TBA	Varsity Asst.

### UNIFIED BOWLING

Ann Ross	Head Coach
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### VOLLEYBALL

Mike Brandon	Head Coach
Sarah Ritzdorf	JV Coach
Wendy Alexander	Reserve Coach
Sarah Roche	Freshman Coach

### GIRLS SOFTBALL

Bill Heard	Head Coach
Channon Oseka	Varsity Asst.
Jake Jadowski	Varsity Asst.
Todd Mills	Varsity Asst.

### GIRLS GOLF

Mark Jones	Head Coach
Gary Zessin	Varsity Asst.

### BOYS TENNIS

Bret Kohles	Head Coach
Jordan Barrett	Varsity Asst.

## WINTER SPORTS

### BOYS BASKETBALL

Brad Feeken	Head Coach
Aaron Pryor	Varsity Asst.
Bill Heard	Varsity Asst.
Adam Stotz	Reserve Coach
Carter Pratt	Freshman Coach
Jordan Barrett	Freshman Asst.

### SWIMMING

Tasha Soby	Head Coach
Justin Urlacher	Varsity Asst.

### GIRLS BASKETBALL

Jerome Skrdla	Head Coach
Sarah Roche	Varsity Asst.
Dave Hubert	Varsity Asst.
Jon Swanson	Reserve coach
Brittany Chramosta	Freshman Coach

### WRESTLING

Jake Smith	Head Coach
Michael Pajeda	Varsity Asst.
Sean Cunningham	Varsity Asst.
TBA	Varsity Asst.

## SPRING SPORTS

### BOYS TRACK

Scott Swanson	Head Coach
Chad Schmeckpeper	Varsity Asst.
Bryce Brunswig	Varsity Asst.
Kevin O'Neill	Varsity Asst.
Jim Oliver	Varsity Asst.

### BASEBALL

Jake Wolf	Head Coach
JT Best	Varsity Asst.
Jeff Depue	Varsity Asst.
Jake Jadowski	Varsity Asst.
Bryan O'Flynn	JV Coach
Brian Pruch	Reserve Coach

### BOYS GOLF

Scott Boehler	Head Coach
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### GIRLS TRACK

Ashley Hall	Head Coach
Jessa Sughroue	Varsity Asst.
Mike Kayl	Varsity Asst.

### GIRLS SOCCER

Digger Hawkins	Head Coach
Joe Rauth	Varsity Asst.
Alicia Elsenpeter	Varsity Asst.

### BOYS SOCCER

David Fisch	Head Coach
Brock Karloff	Varsity Asst.
Jose Patron	Varsity Asst.

### TENNIS

Curt Mace	Head Coach
Sarah Benzel	Varsity Asst.

## **Gretna Activities 2017-18**

### **Organization**

Academic Decathlon, Quiz Bowl  
Art Club  
Band  
Book Club, Chess Club  
\*Bowling  
Cheer  
Class Officers  
Dance  
Drama Club, GSA  
FBLA  
FCA  
Foreign Language, Spanish Club,  
    German Club, German NHS  
Friends of Rachel Club  
G Club – Boys  
G Club – Girls  
Intramurals (VB, BB)  
Louder Than A Bomb  
National Honor Society  
  
One Act  
Power Lifting  
Science Club  
Skills USA  
Speech  
Student Council  
\*Trapshooting  
Vocal Music, Show Choir  
Yearbook, newspaper

### **Sponsor**

Jason Larson  
Mike Moore & Amy Oliver  
Andrew Norris  
Kari Bulgrin  
TBA  
Sarah Chagnon & Molly Dembinski  
Shea Granger  
Missy Cobb & Kristen Van Impe  
Kiley Luchsinger  
Carrie Smith  
TBA  
Shea Granger & Josie Theroult  
Kellye Deane  
Ryan Garder  
Mike Kayl & Mike Brandon  
Jennifer Flynn  
Jami Ewer & Kari Bulgrin  
Jennifer Long  
Neil Hammond, Allison Brown &  
Lauren Taylor  
Carole Carraher  
Brendan Raybourn  
Matt Johnson  
Jason Novotny  
Pat White  
Anita O'Neill  
Chuck Schulte  
Pat Ribar & Brandon Shostak  
Gretchen Baijnauth

Activities that are marked with an asterisk (\*) are recognized by Gretna High School, but are not directly affiliated with the school and do not follow all of the guidelines and policies of the Gretna High School Activities Handbook.

## GENERAL INFORMATION

### Sports Seasons

#### Senior High Sports Seasons

All interscholastic sports are divided into three seasons - fall, winter, and spring. The division of sports, the date of the first organized practice, and the closing of the season shall be as follows. No individual may participate simultaneously in more than one sport per season.

#### OPENING PRACTICE

#### CLOSE OF SEASON

##### FALL

Boys Football	August 7	Playoffs	Nov. 20
Girls Softball	August 7	State Tournament	Oct. 11-13
Girls Golf	August 7	State Tournament	Oct. 9-10
Boys Tennis	August 7	State Tournament	Oct. 12-13
B&G Cross Country	August 7	State Meet	Oct. 20
Girls Volleyball	August 7	State Tournament	Nov. 9-11

##### WINTER

Wrestling	November 13	State Tournament	Feb. 15-17
Girls Basketball	November 13	State Tournament	Mar. 1-3
Boys Basketball	November 13	State Tournament	Mar. 8-10
Swimming	November 13	State Tournament	Feb. 22-24

##### SPRING

B&G Soccer	February 26	State Tournament	May 9-12, 14-15
Boys Baseball	February 26	State Tournament	May 12, 14-17
Girls Tennis	February 26	State Tournament	May 17-18
B&G Track	February 26	State Meet	May 18-19
Boys Golf	February 26	State Tournament	May 22-23

## GRETNA SENIOR HIGH

The athletic program of Gretna Senior High School is designed to provide wholesome opportunities for those students who desire competitive activity in sports.

The following are the objectives of the athletic program for Gretna students in grades 9-12.

Student athletes will:

1. Develop specific physical skills in each respective sport.
2. Demonstrate responsibility to others and self toward achievement of common goals.
3. Demonstrate self-discipline.
4. Demonstrate the ability to set goals and make a plan to achieve those goals.
5. Demonstrate the ability to accept coaching in a positive manner.
6. Demonstrate good sportsmanship when experiencing success/failure.
7. Represent the Gretna Schools and community in a positive manner.
8. Demonstrate positive leadership skills.
9. Be provided with a valuable learning experience.

Any student is welcome to try out for any of the interscholastic activities available to them providing they meet the requirements established by the Nebraska State Activities Association and the school, and they agree to follow the guidelines established in this booklet.

Gretna Public Schools strongly discourages athletes from participating in sports other than the school sport of the athlete's choice during athletic seasons. It is also the policy of Gretna Public Schools that Gretna Athletic Coaches not promote the sport that they coach at the expense of in-season sports for multiple sport athletes. All in-season sports shall take priority over off-season sports and multiple sport participants shall keep the in-season sport as their priority.



## **ORGANIZATIONS, REQUIREMENTS, AND REGULATIONS**

### **ACTIVITIES ON FAMILY NIGHT (WEDNESDAYS) AND SUNDAYS**

According to the Nebraska School Activities Association, no activity contests may be scheduled on Sunday. In addition to this, the school wishes to work cooperatively with the churches of the community.

Coaches and sponsors will not schedule activities and/or practices on Wednesday evenings, past 6:00PM. EXCEPTION: When a team or activity is required to play or perform in a conference, district, or tournament competition.

Coaches and sponsors will avoid scheduling practices on Sundays. EXCEPTION: When a team or activity is required to play or perform on Monday at the varsity level, practices may be scheduled after 2:00PM, Sunday afternoon. Team and activity banquets, as well as limited performances, may also be scheduled after 2:00PM on Sunday afternoon. For any event scheduled on a Sunday, a high school administrator must first grant permission.

### **GIRLS AND BOYS G-CLUBS**

Girls and Boys "G" Clubs are honorary organizations sponsored by the girls and boys athletic department. All varsity letter winners (girls and boys) are eligible for membership. The groups will support and help the total athletic program. These groups have their individual constitutions and members must abide by these rules.

### **ACTIVITY TICKETS**

An activity ticket is a wise investment. This ticket allows a student to attend all home sponsored activities, excluding conference, invitationals, and NSAA state events.

The student activity ticket also provides a reduced price for away athletic events. Most schools will charge you an adult admission fee without student activity tickets. All students taking part in school activities are encouraged to purchase an activity ticket. Students can purchase an activity ticket in the High School office for \$30.00

### **CONDUCT AT SPORTS CONTESTS**

Each athlete should conduct herself/himself in a manner that exemplifies good sportsmanship and conduct. Any athlete who discredits the Gretna School System will be disciplined by the coaches/administration.

### **TRANSPORTATION**

The school district will provide transportation to all contests. Team members should travel to and from contests as a unit.

If a student is not returning with the team on school transportation, his/her parent or guardian must communicate this to the coach on the day of the scheduled event.

School policy states that a student may return with a parent or guardian only.

Note: Some coaches may require that his/her players travel to and from contests on school transportation.

If a student is not returning with the team on school transportation, he/she should follow these guidelines:

1. Inform coach on the day of the scheduled contest.
2. Parent/guardian must pick up the student and personally identify himself or herself to the coach.

Students can only be released to their parent or guardian.

## **OUTSIDE OF SCHOOL SPORTS PARTICIPATION**

Once the season of a sport begins, a student shall compete only in athletic contests/ meets in that sport which are scheduled by his/her school. Any other competition will render the student ineligible for a portion of, or all of, the season in that sport. The only exception to this rule occurs in swimming/diving. NSAA rule 3.5.1.1 allows swimmers to compete outside of their high school team during the season.

## **PICTURES**

Individual and team pictures will be taken of all teams and individuals who want them. Individuals must order pictures using the form provided and make payment to the photographer on order.

## **RECORDING OF OTHERS**

Recording others (photographs, videotaping, sound recording, etc.) without direct administrative approval and consent of the person(s) being recorded, other than recording persons participating in school activities that are open to the public, is prohibited.

## **BUILDING USE**

No one is allowed to be in the buildings without a coach or a faculty sponsor. Offenders will be disciplined by the administration if this behavior continues.

## **USE OF WEIGHT LIFTING EQUIPMENT**

Any student may have access to the school's weight lifting equipment, provided they follow the rules and guidelines established for such use.

The weight lifting equipment is the property of Gretna Schools. Equipment will be kept in an assigned area and the following rules must be observed:

- Do not use equipment without qualified supervision
- Before using, inspect equipment for loose, frayed, or worn parts. If in doubt, do not use until parts are replaced.
- Make sure that spotters are used when necessary.
- Report all injuries to the supervisor immediately.
- Safety is the main concern for everyone. Actions that threaten weight room safety will not be tolerated.

## **SPORTS BANQUET**

At the conclusion of each sport season, the coaches will organize a banquet to recognize and honor the athletes.

## **LETTER REQUIREMENTS**

The recommendation of the head coach is required for all letter winners. An individual who is suspended from an athletic team may not letter in that particular sport. This pertains to the sport season where the infraction occurs and does not carry over to another sport season.

### **FOOTBALL**

- A. All Seniors who finish the year in good standing.
- B. Underclassmen who appear in a minimum of 10 varsity quarters including special teams.
- C. The recommendation of the head coach.

### **BOYS AND GIRLS TRACK**

- A. Compete in all varsity meets.
- B. Qualifying for the state meet
- C. Setting a school record.
- D. Place in any major meet
- E. Completing the season to the coach's satisfaction  
(Recommendation of the head coach)

### **GIRLS SOFTBALL**

- A. Play in 18 innings of varsity competition
- B. Recommendation of the head coach

### **BOYS AND GIRLS BASKETBALL**

- A. All seniors who finish the season in good standing.
- B. The athlete must participate 1/4 of the total number of quarters played during the season.
- C. The recommendation of the head coach.

#### CROSS COUNTRY

- A. Place in a major meet.
- B. Compete in all varsity meets.
- C. Compete in district or state meets.
- D. Recommendation of the coach.

#### BOYS AND GIRLS SWIMMING

- A. Seniors who finish the year in good standing.
- B. Participate in 7 or more varsity meets.
- C. Earn a medal at an Invitational Meet
- D. Qualify for the State Meet.
- E. Recommendation of the head coach.

#### VOLLEYBALL

- A. Seniors who finish the year in good standing.
- B. Underclassmen who play in 50% of the matches.
- C. Starting or playing in the district or state tournament.
- D. Recommendation of the head coach.

#### GOLF

- A. Play in a district or conference meet.
- B. Seniors who finish the season in good standing.
- C. Participate in 1/2 or more of varsity matches.
- D. Recommendation of the head coach.

#### WRESTLING

- A. Senior finishing the season in good standing.
- B. Individuals can letter by scoring a total of 15 team points during duals.
- C. Securing a 4th place finish or better in any varsity tournament.
- D. Scoring eight team points total in varsity tournaments during the season.
- E. Scoring a combination of tournament and dual team points totaling 15 during the season.
- F. Wrestling in 15 varsity matches during the year. A wrestler will be awarded one letter point per varsity match he wrestles.
- G. The recommendation of the head coach.

#### BOYS AND GIRLS SOCCER

- A. All seniors who finish the season in good standing
- B. Underclassmen who appear in a minimum of 9 varsity halves.
- C. Finish season in good standing with the coach.
- D. The recommendation of the head coach.

#### BOYS BASEBALL

- A. Athletes must appear in at least 1/2 of varsity contests.
- B. Athletes must finish the season as a member of the varsity roster.
- C. Recommendation of the head coach.

## BOYS AND GIRLS TENNIS

- A. Athletes must participate in at least 3 varsity matches.
- B. Athletes must finish the year in good standing with the head coach.
- C. Recommendation of the coach.

## INJURIES

All injuries should be reported to the coach and athletic trainer immediately. As a general rule, ice should be applied to the injured area for the first 72 hours. The injured area should also be elevated and a compression wrap applied.

## INSURANCE

The Gretna Athletic Department provides no insurance coverage. It is the responsibility of the parents to provide adequate insurance to cover any medical expenses that may be incurred while the student is participating in athletics. The school does offer supplemental student accident insurance and forms can be obtained from the activities director.

## EQUIPMENT AND LOCKS

The athletic department will furnish equipment and locks needed for each program. It will not furnish shoes or any equipment of a personal nature. All equipment checked out to a participant is their responsibility. Student athletes and their parent(s) or guardian(s) shall abide by the following rules regarding uniforms and equipment for any school activity:

- In-Season Check-out and Use: School district uniforms and equipment checked out to the student athlete for use during the activity season shall be the student's responsibility; the check-out procedure for any school uniforms and/or equipment shall include the following:
  - The student-athlete shall use only school district provided uniforms and equipment for all practices (where applicable) and contests, and shall not substitute uniforms or equipment obtained and/or provided by the student, parents or others. If a licensed physician provides a written statement to the Activities Director requiring alternate school-issued equipment for student safety purposes the school district will purchase such equipment.
  - The student shall keep all school district provided uniforms and equipment clean and in good condition.
  - The student-athlete shall be responsible for reimbursing the school district with the replacement cost for damaged (except normal wear-and-tear) or lost/stolen school uniforms and/or equipment assigned to him/her.

Out of-Season Check-out and Use: The school district may authorize the use of school equipment outside the season for such activity established by the Nebraska School Activities Association (NSAA) if such use is allowed under NSAA by-laws and is approved by the Activities Director. An agreement for the use of such equipment must be signed by the student and the student's parent or guardian and must include (1) a statement that the equipment will be used for its intended purpose and activity, and (2) a release of liability for the use of such equipment.

## TRAINING RULES – RULE 7 - Extracurricular Activity

### **Section 1 Extracurricular Activity Philosophy**

Extracurricular activity programs enrich the curriculum of the school by making available a wide variety of activities in which a student can participate. Extracurricular activity programs are considered an integral part of the school's program of education that provide experiences that will help students physically, mentally and emotionally.

The element of competition and winning, though it exists, is controlled to the point it does not determine the nature or success of the program. This is considered to be educationally and psychologically sound because of the training it offers for living in a competitive society. 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 contests.

Participation in activities, both as a competitor and as a student spectator, is an integral part of the students' educational experiences. Such participation is a privilege that carries with it responsibilities to the school, team, student body, community and the students themselves. In their play and their conduct, students are representing all of these groups. Such experiences contribute to the knowledge, skill and emotional patterns that they possess, thereby making them better individuals and citizens.

#### Safety

The District's philosophy is to maintain an activities program which recognizes the importance of the safety of the participants. To ensure safety, participants are required to become fully familiar with the dangers and safety measures established for the activity in which they participate, to adhere to all safety instructions for the activity in which they participate, to inform their coach or sponsor when they are injured or have health problems that require their activities be restricted, and to exercise common-sense.

#### Warning for Participants and Parents

The purpose of this warning is to bring your attention to the existence of potential dangers associated with athletic injuries. Participation in any intramural or athletic activity may involve injury of some type. The severity of such injury can range from minor cuts, bruises, sprains and muscle strains to more serious injuries to the body's bones, joints, ligaments, tendons, or muscles, to catastrophic injuries to the head, neck and spinal cord. On rare occasions, injuries can be so severe as to result in total disability, paralysis or death. Even with appropriate coaching, appropriate safety instruction,

appropriate protective equipment and strict observance of the rules, injuries are still a possibility.

## **Section 2 Extracurricular Activity Code of Conduct**

Purpose of the Code of Conduct. Participation in extracurricular activities is a privilege. The privilege carries with it responsibilities to the school, team, student body, and the community. Participants are not only representing themselves, but also their school and community in all of their actions. Others judge our school on the student participants' conduct and attitudes, and how they contribute to our school spirit and community image. The student participants' performance and devotion to high ideals and values make their school and community proud. Consequently, participation is dependent upon adherence to this Code of Conduct and the school district's policies, procedures and rules.

### **Scope of the Code of Conduct.**

Activities Subject to the Code of Conduct: The Code of Conduct applies to all extracurricular activities. Extracurricular activities means student activities or organizations which are supervised or administered by the school district in which participation is not otherwise required by the school.

Extracurricular activities include but are not limited to: all sports, cheerleading, dance team, vocal, band, speech and drama, One-Act, FBLA, Skills USA, Foreign Language Club, Art Club, Student Council, National Honor Society, Powerlifting, G Club, Science Club, Book Club, Computer Club, Chess Club, Rocket Club and other school sponsored organizations and activities.

A participant means a student who participates in, has participated in, or will participate in an extracurricular activity.

When: The Code of Conduct rules apply to conduct which occurs at any time during the school year, and also includes the time frame which begins with the official starting day of the fall sport season established by the NSAA and extends to the last day of the spring sport season established by the NSAA, whether or not the student is a participant in an activity at the time of such conduct.

The rules may also apply when a student is participating in a board approved extracurricular activity (i.e. - Summer band trip, National FBLA competition, National Skills USA competition, etc.) that is held outside the school year or the NSAA season.

Where: The Code of Conduct rules apply regardless of whether the conduct occurs on or off school grounds. If the conduct occurs on school grounds, at a school function or event, or in a school vehicle, the student may also be subject to further discipline under the general student code of conduct. A student who is suspended or expelled from school shall not be permitted to participate in

activities during the period of the suspension or expulsion, and may also receive an extended activity suspension.

**Grounds for Extracurricular Activity Discipline.** Students who participate in extracurricular activities are expected to demonstrate cooperation, patience, pride, character, self respect, self-discipline, teamwork, sportsmanship, and respect for authority. The following conduct rules have been determined by the Board of Education to be reasonably necessary to aid students, further school purposes, and prevent interference with the educational process. Such conduct constitutes grounds for suspension from participation in extracurricular activities and grounds for other restrictions or disciplinary measures related to extracurricular activity participation:

1. Willfully disobeying any reasonable written or oral request of a school staff member, or the voicing of disrespect to those in authority.
2. Use of violence, force, coercion, threat, intimidation, bullying, harassment or similar conduct in a manner that constitutes a substantial interference with school or extracurricular activity purposes or making any communication that a reasonable person would interpret as a serious expression of an intent to harm or cause injury to another.
3. Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property, repeated damage or theft involving property or setting or attempting to set a fire of any magnitude.
4. Causing or attempting to cause personal injury to any person, including a school employee, school volunteer, or student. Personal injury caused by accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect another person shall not constitute a violation.
5. Threatening or intimidating any student for the purpose of, or with the intent of, obtaining money or anything of value from a student or making a threat which causes or may be expected to cause a disruption to school operations.
6. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon or that has the appearance of a weapon, or bringing or possessing any explosive device, including fireworks, on school grounds or at a school function or event, or in a manner that is unlawful or contrary to school activity rules.
7. Engaging in selling, using, possessing or dispensing alcohol, tobacco, narcotics, drugs, a controlled substance, or an inhalant; being under the influence of any of the above; possession of drug paraphernalia, or the selling, using, possessing, or dispensing of an imitation controlled substance as defined in section 28-401 of the Nebraska statutes, or material represented to be alcohol, narcotics, drugs, a controlled substance or inhalant. Tobacco means any tobacco product (including but not limited to cigarettes, cigars, and chewing tobacco), vapor products (such as e-cigarettes), alternative nicotine products, tobacco product look-alikes, and products intended to replicate tobacco products either by appearance or effect. Use of a controlled substance in the manner prescribed for the student by the student's physician is not a violation. The term "under the influence" has a less strict meaning than it



does under criminal law; for school purposes, the term may mean any level of impairment and may include the odor of alcohol or illegal substances on the breath or person of a student; also, it includes being impaired by reason of the abuse of any material used as a stimulant.

8. Public indecency.
9. Sexual assault or attempting to sexually assault any person. Engaging in sexual conduct, even if consensual, on school grounds or at a school function or event.
10. Engaging in any activity forbidden by law which constitutes a danger to other students, interferes with school purposes or an extracurricular activity, or reflects a lack of high ideals.
11. Repeated violation of any of the school rules.
12. Truancy or failure to attend assigned classes or assigned activities; or tardiness to school, assigned classes or assigned activities.
13. The use of language, written or oral, or conduct, including gestures, which is profane or abusive to a school employee, school volunteer, or student. Profane or abusive language or conduct includes, but is not limited to, that which is commonly understood and intended to be derogatory toward a group or individual based upon race, gender, national origin, or religion.
14. Dressing or grooming in a manner which is dangerous to the student's health and safety or a danger to the health and safety of others or repeated violations of dress and grooming standards; dressing, grooming, or engaging in speech that is lewd or indecent, vulgar or plainly offensive; dressing, grooming, or engaging in speech that school officials reasonably conclude will materially and substantially disrupt the work and discipline of the school or of an extracurricular activity; dressing, grooming, or engaging in speech that a reasonable observer would interpret as advocating illegal drug use.
15. Willfully violating the behavioral expectations for those students riding Gretna Public Schools buses or vehicles used for activity purposes.
16. Failure to report for the activity at the beginning of the season. Reporting for one activity may count as reporting on time if there is a change in activity within the season approved by the coach or the supervisor.
17. Failure to participate in regularly scheduled classes on the day of an extracurricular activity or event.
18. Failure to attend scheduled practices and meetings. If circumstances arise to prevent the participant's attendance, the validity of the reason will be determined by the coach or sponsor. Every reasonable effort should be made to notify the coach or sponsor prior to any missed practice or meeting.
19. All other reasonable rules or regulations adopted by the coach or sponsor of an extracurricular activity shall be followed, provided that participants shall be advised by the coach or sponsor of such rules and regulations in writing prior to the violation of the rule or regulation.
20. Failure to comply with any rule established by the Nebraska School Activities Association, including, but not limited to, the rules relating to eligibility.

All terms used in the Code of Conduct have a less strict meaning than under criminal law and are subject to reasonable interpretation by school officials.

### **Drug, Alcohol and Tobacco Violations.**

Students who are a member of a Gretna Public Schools Extracurricular Activity/Athletic Program are not to violate Code of Conduct Rule 7.

### **Consequences.**

Students may be suspended from practices or participation in interscholastic competition or participation in extra curricular activities for violations of the Code of Conduct. The period of suspension or other discipline for such offenses shall be determined by the school administration.

The disciplinary consequence will be determined based on consideration of the seriousness of the offense, any prior violations, the student's compliance with the self-reporting obligations, the student's level of cooperation and willingness to resolve the matter, and the student's demonstration of a commitment to not commit future violations.

Because of the significance of Code of Conduct Rule 7 violations on the student participants, other students and the school, the following consequences are established for such violations:

### **Drugs, Alcohol and Tobacco.**

#### **Meaning of Terms.**

Use or consume includes any level of consumption or use. Use of a controlled substance in the manner prescribed for the student by the student's physician is not a violation.

Under the influence may mean any level of impairment and may include the odor of alcohol or tobacco on the breath or person of a student, or the odor of an illicit drug on the student. Also, it includes being impaired by reason of the abuse of any material used as a stimulant.

An activity participant who violates the drug, alcohol or tobacco rules shall be prohibited from participating in any extracurricular activity for the following minimum periods:

1. First Violation: 42 days, with opportunities for reductions.
2. Second or Any Subsequent Offense: 42 days, without opportunities for reductions.
3. Reduction for Self-Reporting: If the student has self-reported, the first violation shall be reduced to 28 days for the first violation.

4. Reduction for Participation in Chemical Dependency Program: If the student has self-reported and parents agree to participate in a school-approved program for chemical dependency, the consequence will be reduced to 21 days. If the student did not self-report and parents agree to participate in a school-approved program for chemical dependency, the first violation will be reduced to 28 days.

The program must be administered by a certified chemical dependency counselor and be approved by the school authorities. The student will need to successfully complete the approved chemical dependency program. Proof of successful completion of program must be submitted in writing to the Activities Director. Failure to participate and successfully complete the approved chemical dependency program may cause the participating student to be suspended from extracurricular activities for one calendar year. All costs associated with the program are to be borne by the student/parent or guardian.

5. More Serious Violations: In the event of more serious drug or alcohol violations, such as students engaging in use of especially serious drug offenses (cocaine, meth, etc.) or procuring alcohol for minors, the consequence of the violation is not limited by the foregoing, and may be established in the good discretion of the administration.

**When Suspensions Begin** All suspensions begin on the day the Activities Director or Principal finds the student in violation of the school policy. During a suspension, participants may be required or permitted to practice at the sole discretion of the coach or activity sponsor.

**Self-Reporting.** A student who violates the Code of Conduct must self-report. The self-report must be made to: the principal, athletic director, or the head coach or sponsor of an activity in which the student participates. The student's parent or guardian may initiate the self-reporting process, but the student will be later required to give a written statement of the self-report. The self-report must be made the earlier of: (1) before the end of the next school day after the conduct occurred and (2) before participation in an extracurricular activity.

In making a self-report, the student must identify the events that took place, what conduct the student engaged in, and will be required to put this information in a written statement.

**Determining a Violation Has Occurred.** A violation of the Code of Conduct will be determined to have occurred based on any of the following criteria:

1. When a student is cited by law enforcement and school officials have a reasonable basis for determining that grounds for the issuance of the citation exist.
2. When a student is convicted of a criminal offense. Conviction includes, without limitation, a plea of no contest and an adjudication of delinquency by the juvenile court.

3. When a student admits to violating one of the standards of the Code of Conduct.
4. When a student is observed to be in violation of Code of Conduct Number 7 by a certificated Gretna School employee.
  4. When school officials otherwise find sufficient evidence to support a determination that a violation has occurred. –

**Procedures for Extracurricular Discipline.** The following procedures are established for suspensions from participation in extracurricular activities:

1. Investigation. The school official(s) considering the suspension will conduct a reasonable investigation of the facts and circumstances and determine whether the suspension will help the student or other students, further school purposes, or prevent an interference with a school purpose.
2. Meeting. Prior to commencement of the suspension, the school official considering the suspension or their designee will provide the student an opportunity to give the student's side of the story. The meeting for this purpose may be held in person or via a telephone conference.
  - a. The student will be given oral or written notice of what the student is accused of having done, an explanation of the evidence the school has, and the opportunity to explain the student's version. Detail is not required where the activity participant has made a self-report or otherwise admits the conduct. Names of informants may be kept confidential where determined to be appropriate.
  - b. The suspension may be imposed prior to the meeting if the meeting can not reasonably be held before the suspension is to begin. In that case the meeting will occur as soon as reasonably practicable. The student is responsible for cooperating in the scheduling of the meeting.
3. Notice Letter. Within two school days (two business days if school is not in session), or such additional time as is reasonably necessary following the suspension, the Athletic Director or the Athletic Director's designee will send a written statement to the student and the student's parents or guardian. The statement will describe the student's conduct violation and the discipline imposed. The student and parents or guardian will be informed of the opportunity to request a hearing.
4. Informal Hearing Before Superintendent. The student or student's parent/guardian may request an informal hearing before the Superintendent. The Superintendent may designate the Athletic Director or another administrator not responsible for the suspension decision as the Superintendent's designee to conduct the hearing and make a decision.
  - a. A form to request such a hearing must be signed by the parent or guardian. A form will be provided with the notice letter or otherwise be made available by request from the Principal's office.
  - a. The request for a hearing must be received by the Superintendent's office within five days of receipt of the notice letter.
  - b. If a hearing is requested:

- i. The hearing will be held within ten calendar days of receipt of the request; subject to extension for good cause as determined by the Superintendent or the Superintendent's designee.
- ii. The Superintendent or the Superintendent's designee will notify the participants of the time and place of the hearing a reasonable time in advance to allow preparation for the hearing.
- iii. Upon conclusion of the hearing, a written decision will be rendered within five school days (ten calendar days if school is not in session). The written decision will be mailed or otherwise delivered to the participant, parents or guardian.
- iv. A record of the hearing (copies of documents provided at the hearing and a tape recording or other recordation of the informal hearing) will be kept by the school if requested sufficiently in advance of the hearing by the parent/guardian.
  5. No Stay of Penalty. There will be no stay of the penalty imposed pending completion of the due process procedures
  6. Opportunity for Informal Resolution. These due process procedures do not prevent the student or parent/guardian from discussing and settling the matter with the appropriate school officials at any stage.
  - 7.

### **Section 3 Attendance**

Student participants are expected to meet the following attendance expectations:

1. Attend school regularly.
2. Be on time for all scheduled practices, contests and departure for contests. In the event a participant is unable to attend a practice or contests the participant should contact the coach or sponsor in advance.
3. On the day of a contest, performance or other activity, be in attendance for the full day. A student who is not in attendance the full day is ineligible for the contest, performance, or activity.

Exceptions may be made for extenuating circumstances, such as doctor/dentist appointments or family emergencies. The exception must be approved by the Principal or Athletic Director.

Every attempt should be made to be in attendance the day of a contest. Sleeping in to rest up for the game will not be considered an extenuating circumstance, nor will going home ill and then returning to play in the contest later that day.

### **Section 4 Academic Standards**

Participation in extracurricular school activities is encouraged and desirable for all students. At the same time, the primary mission and responsibility for each student is to establish a firm academic foundation. A student participating in extracurricular school

activities must show evidence of sincere effort towards scholastic achievement. To be eligible for participation in extracurricular activities, students must meet the academic requirements of the Gretna Public Schools and the NSAA Eligibility Standards.

## **PRE-PRACTICE/PARTICIPATION REQUIREMENTS**

All students involved in extracurricular activities and parent/guardian must meet the following requirements before they begin practice/participation:

### **NSAA SPONSORED SPORTS**

1. Fill out and sign an online Physical Evaluation/Clearance Form & the NSAA Student and Parent Consent Form.
2. Every parent and student must sign an “eligibility” form to verify they have access to and understanding of the Gretna High School Activities Handbook, which explains rules and provides information pertaining to the inherent risks of participation in activities before participating in an extracurricular activity.
3. Insurance - Must have proof that son/daughter is covered by medical insurance to participate in a sport.
4. Submit a current physical to Gretna High School.

### **NSAA SPONSORED ACTIVITIES**

1. Fill out and sign an online NSAA Student and Parent Consent Form.
2. Every parent and student must sign an “eligibility” form to verify they have access to and understanding of the Gretna High School Activities Handbook, which explains rules and provides information pertaining to the inherent risks of participation in activities before participating in an extracurricular activity.

### **GRETNA SPONSORED EXTRACURRICULAR ACTIVITIES**

1. Every parent and student must sign an “eligibility” form to verify they have access to and understanding of the Gretna High School Activities Handbook, which explains rules and provides information pertaining to the inherent risks of participation in activities before participating in an extracurricular activity.

## **STARTING TIME FOR PRACTICE - ATTENDANCE AT PRACTICE**

The individual coach and activities director will determine all starting times of practices. All athletes are expected to be on the field or court at the time set by the coach. Under normal conditions, all athletes will be required to report to practice dressed. A team member is not allowed to practice if he or she is not in attendance for a full day of school. A full day consists of attending all seven-class periods. A school-sponsored activity is an exception as are doctor and dental appointments, along with other reasons approved by the administration. Please note that school attendance and individual sport attendance policies may be different.

If an athlete is unable to attend practice, he/she must contact the coach before the practice begins. Each coach may have specific attendance requirements that will be given to each player before the season.

### **ATTENDANCE - GAME DAY**

All students who participate in any school activity must be in regular full day attendance the day the activity is scheduled. This applies to practice sessions as well as games, meets, etc. An exception may be made if a student shows verification of having a doctor's appointment or has prior permission from the administration.

### **ADMISSION PRICES**

Admission for varsity contests will be \$6.00 for adults and \$4.00 for students.  
Admission for junior varsity contests will be \$4.00 for adults and \$3.00 for students.  
Admission for reserve/freshman contests will be \$3.00 for adults and \$2.00 for students.

### **ALL SEASON PASSES**

Season Passes are good for all home athletic events except conference and district tournaments. Adult passes are \$45.00 each. Student passes are \$30.00 each.

### **CONTACTING COACHES**

Parents are asked not to approach coaches with concerns (other than health related) about their children before, during, or after games. If a parent/player have concerns, the player needs to discuss these concerns with the coach first. If the issue is not resolved, the parents may contact the coach during regular school hours or set up a meeting with the coach through the Activities Director.

### **CONCUSSION INFORMATION**

#### **A concussion is a brain injury that:**

Is caused by a bump, blow, or jolt to the head or body.

Can change the way your brain normally works.

Can occur during practices or games in any sport or recreational activity.

Can happen even if you haven't been knocked out.

Can be serious even if you've just been "dinged" or "had your bell rung."

#### **Signs and Symptoms of a concussion**

You can't see a concussion, but you might notice one or more of the symptoms listed below or that you "don't feel right" soon after, a few days after, or even weeks after the injury.

Headache or "pressure" in head

Nausea or vomiting  
Balance or blurry vision  
Bothered by light or noise  
Feeling sluggish, hazy foggy or groggy  
Difficulty paying attention  
Memory problems  
Confusion

### **Response to Concussions**

1. Removal - A student who participates on a school athletic team shall be removed from a practice or game when he or she is reasonably suspected of having sustained a concussion or brain injury in such practice or game after observation by a coach or a licensed health care professional who is professionally affiliated with or contracted by the school.

2. Parent Notification - If a student is reasonably suspected after observation of having sustained a concussion or brain injury and is removed from an athletic activity, the parent or guardian of the student shall be notified by a coach, or a licensed health care professional who is professionally affiliated with or contracted by the school, of the date and approximate time of the injury suffered by the student, the signs and symptoms of a concussion or brain injury that were observed, and any actions taken to treat the student.

3. Return-to-Play - A student who has been removed from a practice or game as a result of being reasonably suspected of having sustained a concussion or brain injury shall not be permitted to participate in any school-supervised team athletic activities involving physical exertion, including, but not limited to, practices or games, until the student:

- (i) has been evaluated by a licensed health care professional,
- (ii) has received written and signed clearance to resume participation in athletic activities from the licensed health care professional, and
- (iii) has submitted the written and signed clearance to resume participation in athletic activities to the school accompanied by written permission to resume participation from the student's parent or guardian.

The coach or administration may require that the student's return to full activities be on a stepwise progression back to full participation, or otherwise establish conditions for return to participation that are more restrictive than those defined by the licensed health care professional if the coach or an administrator reasonably deems such to be appropriate.

4. Students and Parents - It is recognized that coaches cannot be aware of every incident in which a student has symptoms of a possible concussion or brain injury. As such, students and their parents have a responsibility to honestly report symptoms of a possible concussion or brain injury to the student's coaches on a timely basis.



## **Student Response to a Concussion**

**Tell your coaches, athletic trainers and parents.** Never ignore a bump or blow to the head even if you feel fine. Also, tell your coach right away if you think you have a concussion or if one of your teammates might have a concussion.

Get a medical check-up. A doctor or other health care professional can tell if you have a concussion and when it is ok to return to play.

Give yourself time to get better. If you have a concussion, your brain needs time to heal. While your brain is still healing, you are much more likely to have another concussion. Repeat concussions can increase the time it takes for you to recover and may cause more damage to your brain ([\*second impact syndrome\*](#)). It is important to rest and not return to play until you get the ok from your healthcare professional that you are symptom-free.

## **Risks Posed by Sustaining Concussions**

There are several risks associated with concussions in children. Your child may also have had other injuries at the same time as the concussion, like a neck or face injury. The longer your child was unconscious, the more serious the concussion may be. The risks of serious problems are decreased if you and your child carefully follow your healthcare provider's advice.

Each additional concussion your child has may increase his risk of having problems later in life. These problems may include poor coordination, or trouble thinking or concentrating. Having repeated concussions can be life threatening.

*It's better to miss one game than the whole season.*

## **Return to Learn**

The Superintendent shall develop a return to learn protocol for students who have sustained a concussion. The return to learn protocol shall recognize that students who have sustained a concussion and returned to school may need informal or formal accommodations, modifications of curriculum, and monitoring by medical or academic staff until the student is fully recovered.

## **MRSA PROTECTION**

Due to the threat infection caused by MRSA and other staph infections, all athletes are required to properly launder their practice clothing and game uniforms. Any athlete that wears unwashed clothing for practice or games may be withheld from participation.

## **PHYSICALS AND PARENT CONSENT/PRE-PRACTICE REQUIREMENTS**

Every athlete must have a Physical Evaluation/Clearance Form and a N.S.A.A. Student and Parent Consent form on file to participate in a Gretna High School athletic activity. Examples of these forms are displayed on the following pages. Notice the signatures that must be obtained before these forms are considered complete. An athlete cannot participate in practice or contests until they have a completed Physical Evaluation/Clearance Form and a N.S.A.A. Student and Parent Consent Form on file with the activities director. Additionally, every parent and student must sign an “eligibility” form to verify they have access to and understanding of the Gretna High School Activities Handbook, which explains rules and provides information pertaining to the inherent risks of participation in athletics before participating in an extracurricular activity. **Physicals must be completed after May 1<sup>st</sup> for the athlete to be eligible during the next school year.**

students participating in  
all NSAA activities.



NEBRASKA SCHOOL ACTIVITIES ASSOCIATION (NSAA)  
Student and Parent Consent Form

School Year: 20\_\_\_\_-20\_\_\_\_ Member School: \_\_\_\_\_  
Name of Student: \_\_\_\_\_  
Date of Birth: \_\_\_\_\_ Place of Birth: \_\_\_\_\_

The undersigned(s) are the Student and the parent(s), guardian(s), or person(s) in charge of the above named Student and are collectively referred to as "Parent".

The Parent and Student hereby:

- (1) Understand and agree that participation in NSAA sponsored activities is voluntary on the part of the Student and is a privilege;
- (2) Understand and agree that (a) by this Consent Form the NSAA has provided to the Parent and Student of the existence of potential dangers associated with athletic participation; (b) participation in any athletic activity may involve injury of some type; (c) the severity of such injury can range from minor cuts, bruises, sprains, and muscle strains to more serious injuries to the body's bones, joints, ligaments, tendons, or muscles, to catastrophic injuries to the head, neck and spinal cord, and on rare occasions, injuries so severe as to result in total disability, paralysis and death; and, (d) even the best coaching, the use of the best protective equipment and strict observance of rules, injuries are still a possibility;
- (3) Consent and agree to participation of the Student in NSAA activities subject to all NSAA by-laws and rules interpretations for participation in NSAA sponsored activities, and the activities' rules of the NSAA member school for which the Student is participating; and,
- (4) Consent and agree to (a) the disclosure by the Member School at which the Student is enrolled to the NSAA, and subsequent disclosure by the NSAA, of information regarding the Student, including the student's name, address, telephone listing, electronic mail address, photograph, date of and place of birth, major fields of study, dates of attendance, grade level, enrollment status (e.g., full-time or part-time), participation in officially recognized activities and sports, weight and height as a member of athletic teams, degrees, honors and awards received, statistics regarding performance, records or documentation related to eligibility for NSAA sponsored activities, medical records, and any other information related to the Student's participation in NSAA sponsored activities; and, (b) the Student being photographed, video taped, audio taped, or recorded by any other means while participating in NSAA activities and contests, consent to and waive any privacy rights with regard to the display of such recordings, and waive any claims of ownership or other rights with regard to such photographs or recordings or to the broadcast, sale or display of such photographs or recordings.

I acknowledge that I have read paragraphs (1) through (4) above, understand and agree to the terms thereof, including the warning of potential risk of injury inherent in participation in athletic activities.

DATED this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_.

\_\_\_\_\_  
Name of Student [Print Name] Student Signature

(I am)(We are) the Student's [circle appropriate choice] (Parent) (Guardian). (I)(We) acknowledge that (I)(We) have read paragraphs (1) through (4) above, understand and agree to the terms thereof, including the warning of potential risk of injury inherent in participation in athletic activities. Having read the warning in paragraph (3) above and understanding the potential risk of injury to my Student, (I)(we) hereby give (my)(our) permission for \_\_\_\_\_ [insert student name] to practice and compete for the above named high school in activities approved by the NSAA, **except those crossed out below:**

Baseball	Golf	Tennis	Play Production	Basketball	Swimming/Diving
Track	Football	Speech	Cross County	Soccer	Volleyball
Music	Unified Bowling	Softball	Wrestling	Debate	Journalism

DATED this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_.

\_\_\_\_\_  
Parent [Print Name]  
Revised June 2016

\_\_\_\_\_  
Parent Signature



**Gretna Public Schools**  
**Pre-Participation Clearance/Physical Evaluation Form**

**\*\*RETURN TO GRETNA HIGH OR MIDDLE SCHOOL**

Name: \_\_\_\_\_ M or F Birthdate: \_\_\_\_\_ Grade \_\_\_\_\_  
Address: \_\_\_\_\_ Home #: \_\_\_\_\_  
Father: \_\_\_\_\_ Cell #: \_\_\_\_\_  
Mother: \_\_\_\_\_ Cell #: \_\_\_\_\_  
Emergency Contact: \_\_\_\_\_ Phone #: \_\_\_\_\_

**EMERGENCY HEALTH INFO (Filled out by Parent)**

Allergies: \_\_\_\_\_  
Current Medications: \_\_\_\_\_  
Other Information: \_\_\_\_\_  
IMMUNIZATIONS: \_\_\_\_\_ Up to Date OR \_\_\_\_\_ Not up to date & Specify \_\_\_\_\_  
Tdap/Tetanus

**INSURANCE CARRIER** \_\_\_\_\_ **POLICY #** \_\_\_\_\_

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date

**PHYSICIAN INFORMATON (Filled out by physician)**

**YOU MAY SIMPLY SUBMIT A COPY OF YOUR PHYSICAL FORM TO GHS**

\_\_\_\_ Attach Physical Information  
\_\_\_\_ Attach Immunization Records  
\_\_\_\_ Cleared without restriction  
\_\_\_\_ Cleared, with recommendations for further evaluation or treatment for \_\_\_\_\_  
\_\_\_\_ Not cleared for: \_\_\_\_\_ All sports OR \_\_\_\_\_ Certain sports: \_\_\_\_\_  
Recommendations: \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Name of Physician (Print/Type)

\_\_\_\_\_  
Address

\_\_\_\_\_  
28 Phone

## GOVERNING STUDENT PARTICIPATION IN EXTRACURRICULAR ACTIVITIES

### I. Nebraska School Activities Association Rules

- A. The Gretna Public School District is a member of the NSAA which is a voluntary organization of public and parochial schools of Nebraska, organized for the purpose of promoting and regulating the competition between schools in what is generally known as the extra-curricular activities.

The Gretna Public Schools are subject to and governed in part by the rules and regulations for extra-curricular activities of the NSAA, which rules and regulations are incorporated into and made a part of this policy by this reference. These rules and regulations include, but are not limited to such activities, out-of-state contests, statewide contests, Sunday contests, physical examinations, participation on non-high school teams in non-school competition, all-star competitions, amateur rules, assumed names, prohibited activities, playing rules, equal opportunity for participation, and sports sponsored by the Association.

Once the season of a sport begins, a student shall compete only in athletic contests/meets in that sport that are scheduled by his/her school. Any other competition will render the student ineligible for a portion of, or all of, the season in that sport.

- B. These rules and regulations are listed below:

NSAA has a due process appeal procedure for alleged violations of their rules and regulations. These procedures, rules and regulations will be followed by Gretna Public Schools.

- C. Summary of NSAA Rules as to Eligibility of Participants

In order to represent a high school in interscholastic athletic competition, a student must abide by **ELIGIBILITY RULES** of the Nebraska School Activities Association. If you do not understand a summary of these rules listed below or you need an explanation of other requirements, consult the high school Principal or Athletic Director.

1. Student must be an undergraduate.
2. After a student's initial enrollment in grade nine, he/she shall be ineligible after eight semesters of school membership beginning with his/her enrollment in grade nine.
3. Student is ineligible if 19 years of age before August 1 of current school year. (Student in grade 7 or 8 may participate on a high school team if

- he/she was 15 years of age prior to August 1 of current school year.
4. Student must be enrolled in some high school on or before the eleventh school day of the current semester.
  5. Student must be enrolled in at least twenty hours per week and regular in attendance, in accordance with the school's attendance policy at the school he/she wishes to represent in interscholastic competition.
  6. Student must have been enrolled and received 20 credit hours of school work (four classes) each semester, albeit the student would need to be enrolled in only ten credit hours (2 classes) in the member school. Further, in subsequent semesters when the school looks back at the student's preceding semester, the student would still be required to show evidence of having successfully completed twenty credit hours of school work, at least ten of those credit hours being earned in the member high school.
  7. **Guardianship does not fulfill the definition of a parent.** If a guardian has been appointed for a student, the student is eligible in the school district where his/her natural parent(s) have their domicile. Individual situations involving guardianship may be submitted to the Executive Director for his review and a ruling.
  8. A student entering grade nine for the first time after being promoted from grade eight of a two-year junior high, or a three-year middle school, or entering a high school for the first time after being promoted to grade ten from a three-year junior high school is eligible. After a student makes an initial choice of high schools, any subsequent transfer, unless there has been a change of domicile by his/her parents, shall render the student ineligible for ninety school days. If a student has participated on a high school team at any level as a seventh, eighth, or ninth grade student, he/she has established his/her eligibility at the high school where he/she participated. If the student elects to attend another high school upon entering ninth or tenth grade, he/she shall be ineligible for ninety days.
  9. **Student eligibility related to domicile can be attained in the following manners:**
    - a. If the change in domicile by the parents occurs during a school year, the student may remain at the school he/she is attending and be eligible until the end of the school year or transfer to a high school located in the school district where the parents established their domicile and be eligible.
    - b. If the parents moved during the summer months and the student is in grade twelve, the student may remain at the high school he/she has been attending and retain eligibility.
    - c. If a student has been attending the same high school since initial enrollment in grade nine, he/she may remain at the high school and retain eligibility, or he/she is eligible at the high school located in the school district where his/her parents established their domicile.

- d. If the parents of a student change their domiciled from the school district that has a high school to another school district that has a high school, the student shall be eligible immediately in the school district where the parents established their domicile.
- e. Transfer students who have their Enrollment Option applications signed and filed prior to March 15 shall be eligible for ninety school days, with such transfers being subject to hardship waiver guidelines.
- f. Other non-enrollment option transfer students must have signed and delivered all forms necessary to make such transfer to the school in which he/she intends to enroll for the upcoming school year prior to March 15; for the student to be eligible, the school to which the transfer is being made must have notified the NSAA office in writing, postmarked not later than March 15. Those students who did not have their enrollment forms signed, delivered and accepted prior to March 15, shall be ineligible for ninety school days, with such transfers being subject to hardship waiver guidelines.
- g. Once the season of a sport begins, a student shall participate in practices and compete only in athletic contests/meets in that sport, which are scheduled by his/her school. Any other competition will render the student ineligible for a portion of, or all of, the season in that sport. The season of a sport begins with the first date of practice as permitted by NSAA rules.
- h. During the season of a particular sport, athletes participating in that sport for a high school may attend, but may not physically take part, either as an individual or as a member of a team, in the sport activity in which instruction is being offered in the clinic, camp or school.
- i. A student shall not participate on an all-star team while a high school undergraduate.
- j. A student must maintain his/her amateur status.
- k. A student shall not participate in a contest under an assumed name.

## II. Gretna Public School Rules

- A. Any student participating in an extra-curricular activity program shall be subject to any and all rules outlined in the Gretna Senior High School Parent-Student Handbook, found in the section under STUDENT DISCIPLINE. Any student that is suspended or expelled under the conditions stated in the Parent-Student Handbook is also excluded from participation in interscholastic competition or other participation in extra-curricular activities for the period that the suspension is in effect.
- B. Permission to Participate in Sports  
No participant shall be allowed to represent the school in athletics until the following forms are on file with the coach and/or activities director:

1. One completed statement from a licensed physician stating that the athlete is physically able to compete in the sport/s designated. This is a Gretna Public Schools Physical Evaluation/Clearance Form or its equivalent. This form is available from the coaches or from the activities director. Obligation for the physical examination is the responsibility of the parent or legal guardian. The examination must be given after May 1 of each year. This certifies that the athlete is qualified for the entire school year, May 1 through the following closing day of school, or the current school year. THE NSAA REQUIRES EACH ATHLETE TO HAVE A PHYSICAL EXAMINATION EACH YEAR. This physical shall be taken after May 1 of any given year and is good until school is out that spring.

One completed statement must be signed by the student and the parent or guardian having custody of the athlete giving their consent for the child or ward to participate in sport/s under the conditions stated on the Physical Evaluation/Clearance Form. This request is Board of Education policy for the well being of the parents, the athlete, and the school district.

2. A completed Nebraska State Activities Association “Student and Parent Consent Form” must be turned into the office or the head coach prior to participation in any Gretna athletic activity.
3. Every parent and student must sign an “eligibility” form to verify they have access to and understanding of the Gretna High School Activities Handbook, which explains rules and provides information pertaining to the inherent risks of participation in activities before participating in an extracurricular activity.
4. Must have proof that son/daughter is covered by medical insurance.

#### C. Due Process for Extra-Curricular Activities

In the case of alleged infractions of the rules and regulations set forth in or adopted under Paragraph II. A, the participant may be suspended from practices, participation in the interscholastic competition or other participation in extracurricular activities. In any case, the due process procedures adopted by the Gretna Public Schools Board of Education will be followed:

1. If an alleged infraction occurs, the coach or supervisor, athletic director (if appropriate), and the principal shall make an investigation of the alleged conduct or violation and determine if a suspension is necessary to help any participant, or to further school purposes, or to prevent interference with school purposes.



2. Before the suspension shall take effect, a participant shall be given oral or written notice of the charges against the student and an explanation of the evidence the authorities have, and an opportunity to present the student's version.
3. If, after the above, a determination is made to suspend the participant, the suspension shall take immediate effect, and the coach or supervisor shall send a written notice to the participant, the student's parents or guardians of the action taken.
4. If a participant, the student's parents or guardian are not satisfied with the determination by the coach or supervisor, a hearing may be requested before the building principal. The hearing must be delivered to the building principal within five days of receiving notice of suspension.
5. If a hearing is requested, it shall be held within ten days of the request and a notice of the time and place of the hearing will be given to the participant, and parents or guardian within five days of receiving the request. The notice shall contain an outline of the alleged infraction.
6. At the hearing, as provided above, witnesses should testify, the participant will be given an opportunity to confront and cross-examine such witnesses, the participant will be allowed counsel if desired, the participant will be allowed to call witnesses and present evidence, and the participant will have the right to have a decision based solely on the evidence presented at the hearing.
7. Upon conclusion of the hearing, a written statement of findings of facts from the hearing will be compiled and a decision rendered. The statement of findings of fact and the decision will be mailed to the participant, parents, or guardian. The school shall keep a record of the hearing.
8. Nothing contained in this policy shall prevent the participant, parents, guardian or representative from discussing and settling the matter with the appropriate school personnel at any stage provided herein.

## **AFFIRMATIVE ACTION**

- I. Elimination of Discrimination
  - A. This school district hereby gives this statement of compliance and intends to comply with all state and federal laws prohibiting discrimination. The school district intends to take any necessary

measures to assure compliance with such laws against any prohibited form of discrimination.

## II. Preventing Harassment and Discrimination of Employees and/or Students

### A. Purpose:

Gretna Public Schools is committed to offering employment and educational opportunity to its employees and any student based on ability and performance, in a climate free of discrimination. Accordingly, unlawful discrimination or harassment of any kind by administrators, teachers, co-workers or other persons is prohibited. In addition, the Gretna Public Schools will try to protect employees or students from reported discrimination or harassment by non-employees or others in the workplace and educational environment. For purposes of this policy, discrimination or harassment based on, for example, a person's race, color, religion, national origin, sex, disability or age is prohibited. The following are general definitions of what might constitute prohibited harassment:

1. In general, ethnic or racial slurs or other verbal or physical conduct relating to a person's race, color, religion, disability or national origin constitute harassment when they unreasonably interfere with the person's work performance or create an intimidating work, instructional or educational environment.
2. Age harassment has been defined by federal regulations as a form of age discrimination. It can consist of demeaning jokes, insults or intimidation based on a person's age.
3. Sexual harassment has been defined by federal and state regulations as a form of sex discrimination. It can consist of unwelcome sexual advances, requests for sexual favors, or physical or verbal conduct of a sexual nature by supervisors or others in the workplace, classroom or educational environment.

Sexual harassment exists when:

- (a) Supervisors or managers make submission to such conduct either an explicit or implicit term and condition of employment (including hiring, compensation, promotion, or retention).
- (b) Submission to or rejection of such conduct is used by supervisors or managers as a basis for employment related decisions such as promotion, performance evaluation, pay adjustment, discipline, work assignment, etc.

Sexual harassment may also exist when such conduct by

another person unreasonably interferes with an employee's work performance, or creates an intimidating, hostile or offensive workplace, classroom or educational environment.

4. An employer may also be held responsible for continuing harassment of employees or students by non-employees in the workplace, classroom, or educational environment if the problem is reported to a supervisor or manager and no corrective action is taken.

B. Procedures:

1. Employees or students should initially report all instances of discrimination or harassment to their immediate supervisor or teacher. However, if the employee or student is uncomfortable in presenting the problem to the supervisor or teacher, or if the supervisor or teacher is the problem, the employee or student is encouraged to go to the next level of supervision.
2. If the employee or student's complaint is not resolved to his or her satisfaction within five (5) to ten (10) working days, or if the discrimination or harassment continues, please report your complaint to the Superintendent of Gretna Public Schools. If a satisfactory arrangement cannot be obtained through the Superintendent of Gretna Public Schools, the complaint may be processed to the Board of Education.
3. The supervisor, teacher or the Superintendent of Gretna Public Schools will thoroughly investigate all complaints. These situations will be treated with the utmost confidence, consistent with resolution of the problem. Based on the results of the investigation, appropriate corrective action up to and including discharge of offending employees, etc., may be taken. Under no circumstances will a supervisor or teacher threaten or retaliate against an employee or student who alleges a violation of this policy.

III. Notice of Designation of Coordinator

Gretna Public Schools does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs or activities. Dr. Kevin M. Riley (11717 S. 216th Street, Gretna, Nebraska, 68028 telephone (402) 332-3265) has been designated to coordinate

Gretna Public Schools' compliance with the non-discrimination requirements of the Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitation Act of 1973 and any other such state or federal laws. Information concerning such Acts or other laws and the applicability of such Acts or other laws to the services, programs, or activities of Gretna Public Schools, may be obtained from Dr. Kevin M. Riley, and any complaints alleging non-compliance by the Gretna Public Schools with such Acts or other laws should be communicated to Dr. Kevin M. Riley.

#### IV. Notice of Nondiscrimination

The Gretna Public School District does not discriminate on the basis of sex, disability, race, color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, or other protected status in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the non-discrimination policies:

Dr. Kevin M. Riley, 11717 S. 216th Street, Gretna, Nebraska 68028,  
phone: (402) 332-3265, [kriley@gpsne.org](mailto:kriley@gpsne.org).