

USD 348



**ACTIVITY
HANDBOOK**

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Important Names, Numbers, and Locations

Name	Position	Phone	Office	Secretary
Dayton Valentine	BHS Activities Director	594-2725	BHS	Stacy McDaniels
Mark Dodge	Superintendent	594-2721	District Office	Gracie Reinsch
Brant Brittingham	BHS Principal	594-2725	BHS	Stacy McDaniels
Kelli Haeffner	BHS Asst. Principal	594-2725	BHS	Jeanne Brittingham
Derek Bland	BJHS Principal	594-2448	BJHS	Patty Irick
Bench Currie	BJHS Asst. Principal/AD	594-2448	BJHS	Kathy Gerstner
Gloria Thompson	Transportation Director	594-7433	Transportation	N/A
Gary Stevanus	Athletic Trainer	594-2725	BHS	N/A

Frontier League High Schools, Mascots, and Colors

Baldwin	Bulldogs	Purple & White
Bonner Springs	Braves	Orange & Black
Eudora	Cardinals	Red & White
Louisburg	Wildcats	Purple & White
Ottawa	Cyclones	Red & White
Paola	Panthers	Black & Gold
Tonganoxie	Chieftains	Red & White

Frontier League Junior High Schools, Mascots, and Colors

Baldwin	Bulldogs	Purple & White
Clark	Braves	Orange & Black
Eudora	Cardinals	Red & White
Louisburg	Wildcats	Purple & White
Ottawa	Whirlwinds	Red & White
Paola	Panthers	Black & Gold
Spring Hill	Mavericks	Purple, Gold, & Black
Spring Hill Forest Spring	Chargers	Forest Green, Purple & White
Spring Hill Woodland Spring	Stallions	Purple & Gold

Baldwin High School Booster Club Officers and Information

Co-President	TBA
Secretary	TBA
Treasurer	TBA

Meeting Dates: The Booster Club meets on the third (3rd) Wednesday of each month at 7:00pm in the high school cafeteria.

USD 348 Event Admission

Single Game Admission

BHS Regular Season Single game:	Adults -- \$7.00	Students -- \$5.00*
BJHS Regular Season Single game:	Adults -- \$5.00	Students -- \$5.00*
KSHSAA Post-Season:	Adults – set by KSHSAA	Students – set by KSHSAA
Musical/Theater Productions	Adults -- \$7.00	Students -- \$5.00

* All students in grades 7-12 will pay an activities admission fee during enrollment that covers admission to all USD 348 regular season home contests. Students must present a valid school ID for entry. This does not include tournaments, KSHSAA postseason events, or fine arts productions.

Activity Pass

In lieu of purchasing single game admission at events, an activity pass may be purchased. These activity passes may be used for admission into any Regular Season Home Game. These passes WILL NOT grant entry in to tournament games, KSHSAA Post-season events, or musical/theater productions). These passes are specific to the individual named on the pass, and are not transferrable.

BHS Specific Activity Pass:	Adults – \$50.00
BJHS Specific Activity Pass:	Adults -- \$30.00
BHS/BJHS Combination Activity Pass:	Adults -- \$70.00
K-5 Combination Activity Pass:	K-5 – \$20.00

**Students in grades 7-12 would not need to purchase one of these passes, as they will be assessed a fee at enrollment that will cover admission in to BJHS and BHS Regular Season Single Home Games (This DOES NOT APPLY to tournament games, KSHSAA Post-season events, or musical/theater productions).

Senior Citizens Admission (65+)

Any individual age 65 or older will receive free admission to all regular season home USD 348 activities and athletic events with a valid photo ID. This does not include KSHSAA postseason events or other special admission events where pricing is set by an outside organization. In accordance with current Frontier League practices, Frontier League schools no longer issue physical Golden Passes for admission.

Activity User Fee

All USD 348 student participants will be required to pay an activity user fee of \$50.00 per sport/activity. This fee must be paid before the student is allowed to participate in competitions or performances. Students who qualify for reduced-price lunch will pay a reduced activity fee of \$30.00 per sport/activity. Students who qualify for free lunch will pay a reduced activity fee of \$10.00 per sport/activity.

BHS Head Coaches/Sponsors

Band	Stuart O'Neil
Baseball	Grant Bachura
Basketball (Boys)	Don Blanchat
Basketball (Girls)	Jon Collum
Cross Country	Thomas Broxterman
Cheerleading	Rylie Hayden
Debate	David Stephens
Dance Team	Stephani Howarter
Football	Jeff Melcher
Forensics	Maddy Roger
Golf (Boys)	Mackenzie Ellis
Golf (Girls)	Richard Ebel
Scholars Bowl	Jim Ashcraft
Soccer (Boys)	Ryan Cox
Soccer (Girls)	Ryan Cox
Softball	Chad Scoby
Student Council	Autumn Weiss/Bernice Applegate
Tennis (Boys)	Jim Ashcraft
Tennis (Girls)	Jim Ashcraft
Track	Thomas Broxterman
Vocal Music	Shelby Hanna
Volleyball	Laney Overman
Wrestling	Zach Flowers
Fall Musical	Jake Lemonds
Spring Play	David Stephens

Baldwin Junior High School Head Coaches/Sponsors

Football	Josh Giambalvo
Volleyball	Crystal Engemann
Girls Basketball	TBA
Boys Basketball	TBA
Wrestling	Zach Flowers
Track (Boys)	Jeff Melcher
Track (Girls)	Crystal Engemann
Band	Stuart O'Neil
Vocal Music	Shelby Hanna
Student Council	Sarah Johnson
Cheerleading	TBA

KSHSAA Mission Statement

The Kansas State High School Activities Association advocates principles and sponsors services which assure that the state's middle level and high school students gain a balanced preparation for life, work, and post-secondary education.

Principles on Which Intended Outcomes are Based

Principles advocated by the association are promotion of scholastic achievement as a fundamental basis for a well-balanced activity program, and development of effective citizenship through the practice of good sportsmanship.

Services to Accomplish the Mission

Services provided by the association are:

1. Sponsorship of educational workshops, seminars, conferences and publications designed to inform and positively influence students, parents, educators and community members in accordance with organizational principles;
2. Administration of a program of interscholastic activities, festivals, clinics and contests among member schools;
3. Protection of member schools from exploitation by special interest groups; and
4. Communication with policy-making bodies to influence decisions consistent with association principles and operational standards.

Sportsmanship – KSHSAA Rule 52

In keeping with the Kansas State High School Activities Association requirement to encourage and enforce good sportsmanship, Baldwin City USD 348 asks that all students and fans assist us in honoring Rule 52.

Rule 52 (As published in the KSHSAA Handbook)

CITIZENSHIP/SPORTSMANSHIP

INTRODUCTION—The effective American secondary school must support both an academic program and an activities program. We believe that these programs must do more than merely coexist—they must be integrated and support each other in “different” arenas. The concept of “sportsmanship” must be taught, modeled, expected and reinforced in the classroom and in all competitive activities. Therefore, all Kansas State High School Activities Association members stand together in support of the following sportsmanship policy.

PHILOSOPHY—Activities are an important aspect of the total education process in the American schools. They provide an arena for participants to grow, to excel, to understand and to value the concepts of SPORTSMANSHIP and teamwork. They are an opportunity for coaches and school staff to teach and model SPORTSMANSHIP, to build school pride, and to increase student/community involvement; this ultimately translates into improved academic performance. Activities are also an opportunity for the community to demonstrate its support for the participants and the school, and to model the concepts of SPORTSMANSHIP for our youth as respected representatives of society. **Sportsmanship is good citizenship in action!**

ALL ACTIONS are to be **FOR, NOT AGAINST; POSITIVE, NOT NEGATIVE** or **DISRESPECTFUL!**

Section 1: General Regulations (apply to grades 7-12)

Art. 1: SPORTSMANSHIP is a general way of thinking and behaving. The following sportsmanship Policy items are listed below for clarification:

- a. Be courteous to all. (participants, coaches, officials, staff and fans)
- b. Know the rules, abide by and respect the official’s decisions.
- c. Win with character and lose with dignity.
- d. Display appreciation for good performance regardless of the team.
- e. Exercise self-control and reflect positively upon your self, team and school.
- f. Permit only positive sportsmanlike behavior to reflect on your school or its activities.

Art. 2: Enforcement Procedure:

- a. It is encouraged and recommended by the Kansas State High School Activities Association that local boards of education adopt these regulations and reinforce them as indicated herein.
- b. The Executive Board of the Kansas State High School Activities Association shall be responsible for the interpretation of these regulations, including “desirable and unacceptable behavior” and shall publish them in the association’s Citizenship/Sportsmanship Manual.

Crowd Control at School Sponsored Activities

Disorder and disruption of school activities will not be tolerated. Any individual attempting to endanger the safety of students, school personnel, participants, officials or spectators; to damage school property; to interfere with school activities or the educational process; may be asked to leave the premises. School administrators and staff are responsible for handling problems involving students or spectators at school-sponsored activities. The school principal, or the administrator designated to supervise the event, will determine when additional assistance is necessary. The Superintendent shall be notified of any serious incident occurring at a school-sponsored activity. Any spectator who is removed from an activity event may be subject to suspension from attending future activities and athletic events.

Parent and Spectator Code of Conduct

USD 348 believes that educational activities and athletics should provide a positive experience for students, participants, coaches, officials, and spectators. All parents and spectators are expected to conduct themselves in a respectful and sportsmanlike manner at all school-sponsored activities and events.

As a parent or spectator, I will:

- Promote good sportsmanship, respect, and positive behavior at all times.
- Encourage participants, coaches, officials, and spectators in a positive manner.
- Respect the decisions and authority of contest officials and school personnel.
- Refrain from taunting, profane language, inappropriate gestures, or unsportsmanlike behavior toward participants, coaches, officials, staff members, or other spectators.
- Support a safe and healthy environment free from drugs, alcohol, tobacco, and vaping products at all school-sponsored activities.
- Avoid criticizing, ridiculing, or yelling at participants, coaches, or officials before, during, or after contests.
- Respect school property, facilities, equipment, and the property of visiting schools.
- Demonstrate appreciation for the efforts and accomplishments of all participants, regardless of the outcome of the contest.
- Follow all policies and expectations established by USD 348, the school, and the activity or athletic program.

Failure to follow these expectations may result in disciplinary action by school administration, including but not limited to removal from an event, suspension from future activities, or restriction from attending USD 348 events.

USD 348 Activity Program Philosophy

The purpose of interscholastic activities in USD 348 is to enhance the educational experience by providing opportunities not otherwise available in the classroom and to serve as an integral part of the total school program. These experiences help students develop leadership, responsibility, goal-setting skills, emotional maturity, teamwork, and citizenship. The use of qualified personnel is of utmost importance in directing and serving the youth of our schools.

We believe in providing the opportunity for students to develop self-initiative, self-confidence, a sense of responsibility, competence, and dedication to the achievement of excellence in their personal and professional lives.

We believe that interscholastic activities are an integral part of the total school program and reflect the needs of the students, the school, and the community.

We believe the values of activities to the participants are unique. Competition under prescribed regulations and policies provides adolescents with the opportunity to develop habits of good health and emotional control.

We believe participants should be taught sportsmanship, ethics, and integrity through interscholastic activities.

We believe that coaches, student participants, spirit groups, parents, fans, officials, faculty, and school administrators are all responsible for conducting themselves in a sportsmanlike manner at all activities.

We believe that many participants can find a purpose in their academics and their lives through a sound activities program.

We believe that activity participation will provide students with the opportunity to gain the knowledge needed to meet and solve problems as they move into adulthood.

We believe that participants should have the opportunity to compete so long as they follow reasonable rules and regulations, are in good standing with the school and team, demonstrate the commitment, preparation, and skill necessary to compete at the appropriate level.

We believe that activities enhance school morale and provide an outlet for enthusiasm and pride for the student body.

We believe that the activities program, though differing in nature from the academic curriculum, provides a valuable educational experience for the entire student body through a program which provides a multitude of opportunities for all students.

We believe that students who participate in USD 348 activity programs should follow school policies, which call for abstinence from the use of tobacco, alcohol, and drugs.

We believe all students should have equal opportunities for the development of their skills and the benefits provided through interscholastic participation.

We believe the welfare of the individual child is always the primary concern. Activities exist for the student – never the student for the activities.

We believe in the broad participation of junior high students in interscholastic programs.

We believe in preparing student-athletes for the high academic standards required at the collegiate level and in providing the academic foundation necessary for future success.

We believe participation in activities and athletics provides students the opportunity to represent their school and community with pride, integrity, accountability, and respect.

Objectives of the Activity Program

Student Participants

1. To provide the opportunity to learn and improve skills in a competitive sport or activity.
2. To participate in activities free from undue pressure, ridicule, or intimidation regarding their choice of activities.
3. To provide the opportunity to develop friendships with squad members and opposing team members.
4. To provide a chance to observe and exemplify fair play through competition.
5. To provide an opportunity for a student to experience success in any activity they choose to pursue.
6. To have all activities treated with equal dignity, respect, and support.
7. To realize that participation in extra-curricular activities is a privilege that carries definite responsibilities on the part of the participant.
8. To create a desire to succeed and excel in all endeavors.
9. To associate with coaches who are exemplary role models.
10. To enjoy the opportunity to participate.
11. To understand the importance of accountability, responsibility, and adherence to team and school rules and expectations.
12. To understand that success is achieved through preparation, commitment, effort, teamwork, and perseverance.
13. To practice self-discipline and develop emotional maturity in learning to make quick decisions under pressure.
14. To engage in competition at a level commensurate with their abilities.

School

1. The activity program shall be an integral part of our school system.
2. Activities shall be used to promote good school morale.
3. Activities shall be educational and provide worthwhile and ethical values.
4. Student interest and support shall be created through participation of cheer, dance, band, student groups, student sections, event workers and student volunteers.
5. Visiting opponents shall be made to feel welcome as guests in our school and community.
6. There should be no distinction between so-called “major” and “minor” activities; each is of equal importance.

Community

1. Communities should realize that successful activity programs require cooperation and mutual respect between schools, families, and community members.
2. Community participation at activities is encouraged, provided that good sportsmanship is displayed to all participants, coaches, sponsors, and officials.
3. Community members should keep in mind the fact that activities are an extension of the school’s educational mission. When it ceases to have an educational value, it should cease to be a school function.

Unification of Junior High and High School Activity Programs

Activity programs at Baldwin Junior High School are designed to help prepare students for participation at the high school level. While the programs at Baldwin Junior High School and Baldwin High School will remain separate, junior high programs will serve as developmental feeder programs to the high school level. Programs will emphasize similar techniques, expectations, and philosophies in order to promote consistency and continuity throughout USD 348 activities and athletics. Collaboration between junior high and high school coaches/sponsors is encouraged and expected. The head coach/sponsor at the high school level will have final responsibility for the overall philosophy and direction of their respective program.

Junior High School Sports Participation

After an adequate number of practices, 7th and 8th grade athletic teams may be divided into Varsity and Junior Varsity squads. Rosters at each level may change throughout the season based on the development, effort, attitude, and skill level of participants.

Junior Varsity – This level will be developmental in nature and focused on skill development, participation, and preparation for future competition.

Varsity – This level will consist of the top junior high participants within the program. While still developmental in nature, there will be an increased emphasis on competition and team success.

An appropriate number of contests will be scheduled to provide meaningful participation opportunities for student-athletes. All students will be provided the opportunity to participate at the junior high level. The Activities Director, head coach, and building principal will jointly determine when additional contests should be scheduled and when postponed contests should be rescheduled.

High School Sport Participation

High School Freshman/C-Team Level

The Freshman/C-Team level is designed to help bridge the gap between junior high and high school athletics and activities. While competition is important at this level and there is an emphasis on winning, the primary focus will be on skill development, learning program expectations, and preparing student-athletes for higher levels of competition within the high school program.

High School Junior Varsity Level

The Junior Varsity level is intended to further prepare participants for varsity competition. There will be an increased emphasis on competition, winning, team development, and preparing student-athletes for varsity participation.

High School Varsity

The Varsity level represents the highest level of competition within the school district and will consist of the student-athletes who are best prepared to compete at that level. While continued growth and development remain important, the primary goal of varsity athletics is competitive success and team achievement.

Playing time at the high school level is not guaranteed. The Activities Director and head coach may determine when additional contests should be scheduled in order to increase participation and playing opportunities when appropriate.

Coaches may limit team rosters to a manageable and competitive size when necessary. In situations where roster cuts are required, student-athletes will be provided a minimum three (3) day tryout/evaluation period prior to final roster decisions.

In instances where participation numbers are insufficient to field a varsity team, USD 348 administration reserves the right not to sponsor that sport or activity for that season.

Student Participants as Role Models

Participants in interscholastic activities serve as role models for other students and members of the community. Student participants represent not only themselves, but also their team, school, school district, and community. Participation in activities and athletics carries the responsibility of demonstrating leadership, integrity, respect, sportsmanship, and good citizenship both on and off campus.

Student participants are expected to represent themselves, their team, and USD 348 in a positive and respectful manner at school, in the community, and through electronic communication and social media platforms. Actions or behavior that bring discredit to the participant, team, program, school, school district, or community, including inappropriate or unsportsmanlike conduct online, may result in disciplinary action consistent with school and team policies.

Dress Code

Participants in interscholastic activities are expected to maintain a neat, clean, and appropriate appearance. All policies outlined in the student handbook shall be followed. On competition or performance days, students are encouraged to wear dress clothes or approved team attire when appropriate.

When wearing a school-issued uniform or representing USD 348 at a school-sponsored event, participants are expected to conduct themselves in a respectful and responsible manner at all times.

Student-Athlete Paperwork

Before participating in athletic practices, all student-athletes must have the required paperwork completed and on file with the Activities Director's office. Forms should be submitted early enough to allow adequate time for review by the appropriate school administrators and medical personnel prior to participation.

Required Forms

- Preparticipation Physical Examination (completed no earlier than April 1 preceding the school year of participation)
- Treatment Release Form
- Concussion and Head Injury Information Form
- Acceptance of Risk Form

Athletic Training Coverage

Sports medicine services for USD 348 student-athletes are provided through Lawrence Memorial Hospital. A certified athletic trainer is assigned to USD 348 and will maintain regular training room hours at Baldwin High School. The athletic trainer is scheduled to provide coverage for all home high school varsity competitions, as well as selected sub-varsity tournaments and events. The athletic trainer will also travel with the high school varsity football team. In situations where multiple events occur simultaneously, coverage priority will be determined based on the level of injury risk associated with each event. Athletic training services are also available to Baldwin Junior High School student-athletes by appointment or upon request from a coach or school administrator.

Insurance Information

USD 348 does not provide secondary athletic or activity insurance coverage for student participants. KSHSAA catastrophic insurance coverage is provided in accordance with KSHSAA policy. Families are encouraged to review their personal insurance coverage and may purchase additional coverage if desired.

Drug & Alcohol Policy

Student participants are subject to all USD 348 and Baldwin High School policies regarding alcohol, tobacco, vaping products, drugs, and prohibited substances, including all consequences outlined in the BHS Student Handbook and applicable KSHSAA regulations. Coaches and sponsors may establish additional team or program expectations beyond the minimum district standards.

Hazing, Bullying, and Harassment

USD 348 is committed to providing a safe and respectful environment for all student participants. Hazing, bullying, harassment, intimidation, or conduct that endangers the physical or emotional well-being of another student will not be tolerated in any activity or athletic program. Any student participating in such behavior may be subject to disciplinary action, suspension, or removal from participation consistent with school and district policy.

Electronic Devices and Cell Phones

Student participants may possess cell phones and other electronic devices during school-sponsored activities and travel for communication and emergency purposes. However, the use of electronic devices shall not interfere with team expectations, competitions, performances, practices, meetings, travel expectations, or other school-sponsored activities. The use of cell phones, cameras, video recording devices, or similar technology is strictly prohibited in locker rooms, hotel rooms, restrooms, training areas, or other private spaces where students or staff have a reasonable expectation of privacy.

Coaches, sponsors, and school administration may establish additional reasonable expectations regarding electronic device usage during activities, practices, travel, meetings, and competitions. Improper use of electronic devices, including recording, photographing, social media misuse, harassment, or conduct inconsistent with school expectations, may result in disciplinary consequences and/or restriction from participation.

Student Managers

USD 348 encourages students who are not participating directly in athletics or activities to become student managers. Student managers play an important role in supporting teams, coaches, and activity programs.

To serve as a student manager, the following guidelines shall apply:

1. Students must remain in good standing with both the team and the school.
2. High school students may serve as student managers for high school teams only.
3. Students not enrolled in grades 7-12 may serve as student managers for Baldwin Junior High School or Baldwin High School teams only with administrative approval.
4. As a general rule, student managers attending a different school building than the team they are serving (for example, a junior high student serving as a manager for a high school team) will not be dismissed from class early for travel purposes. Exceptions may be approved by school administration under special circumstances.

Inclement Weather Policy

If school is canceled due to inclement weather, a decision regarding scheduled practices, competitions, performances, and activities will be made by 11:00 a.m. whenever possible. This decision will be made by the Superintendent in consultation with the Activities Director, Maintenance Director, and Transportation Director.

Sunday Activities

As a general rule, contests, performances, and school-sponsored activities will not be scheduled on Sundays unless approved by the administration. Practices or team activities may be conducted on Sundays at the discretion of the head coach/sponsor, provided that student participants are given at least one scheduled day off each calendar week. Sunday practices or activities should be scheduled in the afternoon or evening whenever possible and should remain respectful of family, religious, and community commitments. Participation in voluntary Sunday activities shall not negatively impact a student's standing within the program.

Dual Sport Participation

A student who wishes to participate in two sports or activities during the same season must receive approval from both head coaches/sponsors prior to participation. Decisions regarding dual participation should be made at the beginning of the season whenever possible.

The following general guidelines shall apply:

- The student-athlete must designate a primary sport/activity in the event of scheduling conflicts.
- Competitions and performances shall take priority over practices.
- Regularly scheduled contests/events shall take priority over rescheduled contests/events.
- Coaches and sponsors are expected to communicate and work collaboratively in the best interest of the student participant.

Conflict Resolution and Chain of Command

USD 348 encourages open communication and believes that most concerns can be resolved through respectful and direct conversation. In the event of a concern or conflict involving a participant, parent, coach, or sponsor, the following chain of communication should be followed whenever possible:

1. Meeting between the coach/sponsor and participant.
2. Meeting involving the coach/sponsor, participant, and parent(s)/guardian(s).
3. Meeting involving the coach/sponsor, participant, parent(s)/guardian(s), and Activities Director.
4. Meeting involving the coach/sponsor, participant, parent(s)/guardian(s), Activities Director, and Principal.
5. Meeting involving the coach/sponsor, participant, parent(s)/guardian(s), Activities Director, Principal, and Superintendent.

Unless the concern involves the immediate safety or well-being of a participant, meetings regarding athletic or activity concerns should not take place until at least 24 hours after the conclusion of a contest, practice, or event. This waiting period is intended to encourage respectful, rational, and productive communication. Coaches and sponsors will not be expected to meet with parents or spectators immediately following contests, performances, or practices.

School Equipment

Student participants are responsible for the care and timely return of all school-issued equipment, uniforms, and other items checked out to them. Any equipment, uniforms, or school property that is lost, not returned, or damaged beyond normal wear may result in the student being charged the full replacement cost of the item.

Use of School Equipment at Outside Summer Camps

USD 348 may allow the use of school-issued football equipment for approved summer team camps under the following conditions:

1. Members of a USD 348 football team are attending the camp together as a team, and members of the USD 348 coaching staff are participating as camp clinicians or supervisors.
2. The camp is an approved team camp associated with the USD 348 football program.
3. Equipment will be checked out prior to departure for the camp and collected at the conclusion of the camp.
4. During the regular season equipment checkout process, equipment previously issued for summer camp use may be reissued to the same student-athlete when possible.

Activity Transportation

Student participants are expected to travel to and from school-sponsored activities and athletic events using school-provided transportation. When necessary, a student may be released to ride home from an event with their parent/guardian. In such cases, the parent/guardian must sign the student out directly with the coach or sponsor prior to leaving the event.

Overnight Trips

On occasion, USD 348 may approve activities or athletic trips that require overnight travel. In these situations, student participants will be assigned hotel rooms or lodging arrangements by school personnel and will be expected to follow all school, team, and district expectations while traveling. Students will be assigned lodging accommodations by gender.

In order to responsibly manage district and activity expenses, student lodging arrangements may include up to four (4) students per room depending on room size, availability, and gender accommodations. Coaches/sponsors may be assigned up to two (2) adults per room when appropriate. The school district is responsible only for lodging arrangements associated with approved student participants and authorized school personnel. Any additional lodging accommodations requested by parents, guardians, family members, or non-participants shall be the financial responsibility of those individuals.

Fundraisers

Each athletic team or activity group is limited to one door-to-door fundraiser per school year unless additional approval is granted by the Activities Director. All fundraising activities must receive prior approval from the Activities Director. This process helps ensure coordination between groups and prevents multiple organizations from conducting similar fundraisers at the same time. All money collected through fundraising activities must be turned in to the appropriate school bookkeeper in a timely manner. Funds raised by a team or activity group will be deposited into that group's designated activity account at the building level.

Considerations of New Activities and Sports

USD 348 recognizes that the Kansas State High School Activities Association (KSHSAA) may periodically sanction new activities and athletic opportunities for member schools. The sanctioning of an activity or sport by KSHSAA does not automatically require USD 348 to sponsor or offer that activity. When considering the addition of a new sport or activity, USD 348 administration may evaluate a variety of factors including, but not limited to:

- Student interest and participation numbers
- Facility availability and scheduling
- Financial impact and sustainability
- Coaching and sponsorship availability
- Transportation and staffing needs
- Safety considerations
- League affiliation and scheduling opportunities
- Title IX compliance and equitable opportunities
- Impact on existing programs and activities

The decision to recommend or implement a new activity or athletic program shall remain at the discretion of USD 348 administration and the Board of Education.

Guidelines for Addition of a Club

Any student group seeking official recognition as a club or organization at Baldwin High School or Baldwin Junior High School must meet the following requirements:

1. Petition Student Council for formal recognition of the club or organization.
2. Support the mission, vision, and values of BHS/BJHS and USD 348.
3. Support the educational, leadership, cultural, and/or social development of students.
4. Have a faculty sponsor or supervisor approved by school administration.
5. Maintain a written constitution and/or bylaws.
6. Elect student officers, which should include:
 - President
 - Vice President
 - Secretary
 - Treasurer (may be combined with the Secretary position)
 - Student Council Representative (may be one of the officers listed above)
7. Promote a positive school image, good citizenship, and school spirit.
8. Encourage leadership, character development, and community involvement through school or service activities.
9. Conduct meetings and activities in a manner that promotes a physically, emotionally, and socially safe environment for all students and staff.
10. Demonstrate respect, responsibility, citizenship, and appropriate conduct at all times.
11. Receive final approval from Student Council and school administration.

KSHSAA Eligibility Policy

USD 348 adheres to the eligibility requirements established by the Kansas State High School Activities Association (KSHSAA). To be eligible to participate in interscholastic activities, a student must be certified by school administration as meeting all applicable eligibility standards.

A summary of KSHSAA eligibility requirements includes the following. A student is eligible if:

- The student is a bona fide undergraduate student in good standing.
- The student's conduct and sportsmanship do not bring discredit to themselves or their school.
- The student does not turn nineteen (19) years of age on or before September 1 of the current school year.
- The student has not completed eight (8) semesters of competition and/or attendance, or more than four (4) seasons in one activity in a four-year high school. Fifteen (15) days of attendance or participation in an interscholastic activity constitutes one semester of eligibility.
- The student passed five (5) subjects of unit weight during the previous semester of attendance without relying on incomplete coursework. No make-up work is permitted after the close of a semester for the purpose of regaining eligibility, including summer school.
- The student is currently enrolled in and attending five (5) new subjects of unit weight.
- The final two semesters of possible eligibility are consecutive.
- The student does not participate in outside competition in the same sport while a member of a school team.
- The student has completed an approved physical examination and all required participation paperwork prior to the first practice.
- Transfer students have met all requirements of the KSHSAA transfer rule.
- The student is not a member of any organization prohibited by law or KSHSAA rules.
- The student has not competed under a false name.
- The student has not competed for money or merchandise of intrinsic value and has complied with all KSHSAA amateur award rules.

Questions regarding activity or athletic eligibility should be directed to the Activities Director.

BHS Academic Eligibility Policy

Baldwin High School adheres to the eligibility requirements established by the Kansas State High School Activities Association (KSHSAA). To be eligible to participate in interscholastic activities, a student must be certified by school administration as meeting all applicable eligibility standards.

The following standards apply to academic eligibility:

- Students must have passed five (5) subjects of unit weight during the previous semester of attendance without relying on incomplete coursework.
- No make-up work may be completed after the close of a semester for the purpose of regaining eligibility, including summer school.
- Students must be currently enrolled in and attending five (5) new subjects of unit weight.

Coaches and sponsors may establish additional academic expectations that exceed the minimum KSHSAA standards. In such cases, coaches/sponsors are responsible for communicating those expectations to students and parents at the beginning of the season or activity. To assist coaches and sponsors in monitoring academic progress, a list of students not currently passing five (5) subjects will be provided to the appropriate coach/sponsor periodically throughout the season or activity.

BJHS Academic Eligibility Policy

Baldwin Junior High School follows the academic eligibility requirements of the Kansas State High School Activities Association. In addition to the KSHSAA policy, BJHS utilizes the following weekly academic eligibility rules for in-season eligibility:

A student's in-season eligibility will be based upon weekly grade reports performed by their respective teachers. Students who have at least one failing grade during a week which eligibility is reported will be subject to the academic interventions listed below. The weekly grading period will run Monday-Sunday. Students will be notified of their status on the corresponding Monday. The eligibility report will be taken after the first 10 full school days during each respective season.

Students with a failing grade:

- First Time – Academic Warning
- Second consecutive week – The student may practice but will not be allowed to compete that week.
- Third consecutive week – The student will not be allowed to practice or compete during that week.
- Eligibility will start over with each sporting season. Teachers will update grades by 4:00pm each Friday.

BHS/BJHS Attendance Eligibility Policy

Students participating in activities or athletics sponsored by BHS/BJHS are expected to attend all scheduled classes on the day of a practice, contest, performance, or school-sponsored activity in order to be eligible to participate that day or evening.

Students who are absent from school during the day due to illness or unexcused absences will not be permitted to participate in practices, contests, performances, or other school-sponsored activities later that day. Students absent for appointments or other excused reasons approved by school administration may still be eligible to participate.

This policy applies to, but is not limited to, the following:

- Athletic contests, practices, dances, and team activities
- Musical and drama performances, rehearsals, contests, tryouts, and festivals
- Club and organizational meetings, conferences, workshops, and contests

Exceptions to this policy may be considered for:

- Medical, dental, legal, or other professional appointments verified by appropriate documentation
- Emergency situations or other circumstances approved by school administration

The decision to approve exceptions to this policy shall be made by school administration. Questions regarding attendance eligibility should be directed to the Activities Director or building administration. Students are expected to attend school and be in class the morning following a school-sponsored activity unless otherwise approved by administration.

BHS Athletic Lettering Policy

The awarding of varsity letters at Baldwin High School shall be determined by the head coach or sponsor of each individual sport or activity. Each program is responsible for establishing its own lettering criteria based on the expectations, participation requirements, and standards of that activity. Lettering criteria must be developed prior to the start of each season or activity and clearly communicated to all student participants and parents/guardians. In addition to meeting the established lettering requirements of the individual program, student participants must complete the season in good standing with the team/activity and the school in order to be eligible to receive a varsity letter.

Awards

A student earning their first varsity letter will receive a “B” along with the appropriate emblem pin and one service bar. After the first varsity letter is earned in a sport or activity, the student will receive an additional service bar for each subsequent year lettering in that activity. A student who earns a varsity letter for four (4) years in the same sport or activity should possess a “B”, the appropriate activity emblem pin, and four (4) service bars.

Student Recognition and Publicity

Participation in school-sponsored activities and athletics may involve the release of limited student information for purposes including, but not limited to, awards, honors, rosters, programs, media coverage, statistical reporting, college recruiting materials, and KSHSAA or other activity-related recognitions. Information that may be shared includes a student participant’s name, grade level, height, weight, participation information, statistics, honors, academic achievements, GPA, class rank, ACT score, photographs, and similar school-related information when appropriate and permitted by district policy and applicable law.

Replacement Letters and/or Pins

Students that have earned a varsity letter may purchase replacement letters and/or pins.

Replacement costs:

Letter -- \$8.00

Pins -- \$1.00 each

NCAA Eligibility and College Athletics

Student-athletes interested in participating in athletics at the collegiate level should become familiar with NCAA eligibility requirements early in their high school career. Academic eligibility for NCAA Division I and Division II athletics is determined by the NCAA Eligibility Center and includes specific requirements related to core courses, grade point average (GPA), and standardized test scores.

Students and parents/guardians are encouraged to work closely with school counselors, coaches, and the Activities Director to ensure appropriate academic planning and course selection throughout high school. Additional information regarding NCAA eligibility requirements and registration can be found through the [NCAA Eligibility Center](#).