

River Valley Athletic Department



Mustangs Moving Forward: A Four-Year Department Plan

2020-21 → 2023-24

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A. Values – Mission Statement, Objectives, and Goals

Mission Statement

It is the role of River Valley Schools' Athletic Department to provide student-athletes with the opportunity to develop their athletic abilities to full potential in an environment that promotes rigorous competition, high academic standards, and the development of leadership capabilities.

Objectives

- To conduct a program that achieves a high level of interest and support of student, faculty, alumni, and community – “We Are R(iver) V(alley)”
- To provide student-athletes with support systems which promote competitive, academic, and social success.
- To employ a staff that possesses integrity, knowledge, and leadership qualities that enable programs of mental, moral, and physical benefit to student-athletes.
- To provide our staff and student-athletes with first-rate equipment, a challenging schedule, and excellent practice and competition facilities.
- To provide a wide range of opportunities in an effort to promote diversity, a culture of excellence, and well-rounded student-athletes.

Goals

1. To facilitate a program that is in complete compliance with Berrien-Cass-St Joseph (BCS) Conference and Michigan High School Athletic Association (MHSAA) rules, regulations, and standards.

Action Steps: Monitor staff education and certifications; Assist with the communication and reporting of student-athlete eligibility; Follow all health and safety protocols; Encourage statewide competition and involvement; Provide coaching staff with association memberships and growth opportunities.

2. To support the education of student-athletes as an extension of academic programming.

Action Steps: Communicate with building-level and district staff members to ensure the eligibility of student-athletes; Empower a student-athlete leadership body that meets on a weekly basis; Team with regional schools to promote integrity and sportsmanship; Engage counselors, coaches, and parents to promote National Collegiate Athletic Association (NCAA), National Association of Intercollegiate Athletics (NAIA), and National Junior College Athletic Association (NJCAA) eligibility.

3. To continue strengthening the relationship between our school and community,

Action Steps: Involve district students; Promote achievement; Inform staff members; Target area youth; Engage community businesses and leadership; Personify the #WeAreRV platform

4. To produce competitive teams at the county, district, regional, and state level.

Action Steps: Set measurable standards for each program; Develop long range plans to provide opportunity for success; Ensure adequate coaching support for each program.

B. Student Eligibility and Academic Expectations

The following information is taken directly from the handbooks of the Michigan High School Athletic Association and River Valley Middle-High School:

Age... High school students become ineligible if they reach their 19th birthday before September 1 of a current school year.

Enrollment... To be eligible for interscholastic athletics during the first semester (of the first and second trimesters) of the school year, a student must be enrolled in a high school not later than the fourth Friday after Labor Day. To be eligible during the second semester (or the second and third trimesters), a student must be enrolled not later than the fourth Friday of February.

Physical Examination... Students must have on file (in the school's office) a physician's statement for the current school year (on or after April 15), certifying that they are physically able to compete in athletic practices and contests. A signed consent to disclosure of information (otherwise protected by FERPA and HIPAAA) must also be on file prior to participation.

Maximum Enrollment... Students cannot be eligible in high school for more than eight semesters (or twelve trimesters) and the seventh and eighth semesters (or 10th, 11th, and 12th trimesters) must be consecutive. Students are allowed four first semesters and four second semesters (or four first, four second, and four third trimesters) of enrollment and competition and cannot compete if they have graduated from high school or accepted a GED. Terms count to the allowed total whether or not a student participates in sports.

Academic Records... Students must have received credit for at least the equivalent of 66% of full credit load potential for a full-time student in the previous semester / trimester of enrollment and also must be currently passing the same percentage on the transcript of the school they represent in competition. The MHSAA minimum period of ineligibility is sixty school days for a student who has not passed 66% at the end of a term.

Transfer Students... A student in 9-12th Grade who transfers to another high school is not eligible to participate in an interscholastic contest for a set period of time (nearly one half the school year) depending on when the student changes schools – unless the student qualifies for immediate eligibility under one or more of the fifteen state exceptions and their written interpretations. An otherwise eligible transfer student who changes schools after set dates may not be eligible for MHSAA Tournament (October 1 for fall sports, February 1 for winter sports, and May 1 for spring sports). International students in the United States on an F-1 or J-1 visa should contact the athletic director for allowances and differences under the transfer rule.

A transfer student who has played high school sports and who does not meet one of the fifteen stated exceptions would be ineligible for 180 school days in that sport if the transfer is into a school where one of the following links existed in the previous twelve months... a) a student participated in a non school activity coached, coordinated, or directed by an of that high school's parents, coaches, or administrators; b) the students was coached by a former coach or personal trainer (school, non-school, or out-of-season / summer) now on the staff of the new school; c) the student attended an open gym at

the new school. Under a rule known as an “Athletic Motivated Transfer”, an ineligible transfer student who is confirmed to have transferred for athletic reasons is ineligible to participate in an interscholastic contest for 180 scheduled school days for the school to which the student transfers.

Undue Influence... The use of undue influence by any person directly or indirectly associated with a student or school to secure or encourage the attendance of a student for athletic purposes shall cause the student to become ineligible for a minimum of ninety scheduled school days and a maximum of four years. Adults who recruit because of sports face suspension or disconnection from the program for up to four years.

Limited Team Membership... After practicing with or participating with high school teams, students cannot participate in any athletic competition not sponsored by his or her school in the same sport in the same season. Exceptions include ice hockey and all individual sports – which apply the rule from the point of a student’s first participation in a contest or scrimmage rather than a practice. In tennis, the rule applies from the first date that practices are allowed to commence for any player. Students in hockey and soccer may only enter the MHSAA Tournament if they have competed in a contest against at least four MHSAA member school teams. Students in individual sports may participate in a maximum of two non-school individual meets or contests during the school season while not representing their school.

All-Star Competition... Student-Athletes shall not compete at anytime in all-star contests or national high school championships – regardless of the section method. Participation in an all-star contest shall cause that student to become ineligible for a maximum period of one year of school enrollment in that sport.

Awards... Student-Athletes cannot receive money or other valuable consideration for their participation except as allowed by the MHSAA Handbook. Students may accept a symbolic or merchandise award which does not have a value over \$25. Banquets, luncheons, dinners, trips, and admissions to events, are permitted if accepted “in kind”. Awards in the form of cash, merchandise, gift certificates, or any other type of negotiable document are never allowed.

Current Academic Record... Grades of all student-athletes will be checked each Wednesday during the season. Students who are failing two classes will have until the end of the school day on Friday to improve their status. If they are still failing two classes at that point, the student-athlete will become ineligible for competition the following Monday through Sunday. If an extenuating circumstance exists and the ineligible student is able to reach “passing” status in all classes during this period of ineligibility, they will regain immediate eligibility.

Weight Training Requirement... Student-Athletes are required to train (under supervision) for a minimum of two hours per week to maintain weekly eligibility. Students who take “Strength Training” as a class – within our Physical Education Department – are exempt from this requirement, but may participate after school with their teammates if needed or desired.

Community Service Project Requirement... Each high school team – junior varsity and varsity – is required to plan and execute a project that totals over fifty (combined) hours of volunteerism / service

in order to receive their varsity letter or post-season award.

C. Human Resources – Job Descriptions, Requirements, and Evaluations

I. Job Description: District-Wide Athletic Director

Terms of Employment

- Reports to and is evaluated by the High School Principal.
- Work schedule and salary are determined in the district administrative handbook.

Qualifications

- Experience leading quality youth/recreational and/or extracurricular athletic programming. - Possess organizational abilities regarding scheduling, communication, finance, and management.
- Ability to establish and maintain authority, productivity, and rapport with department stakeholders - students-athletes, coaches, parents, educators, and community members alike. - Possess adequate knowledge of governing rules and techniques in sponsored athletic programming.
- Possess leadership skills that aid in ensuring a quality experience within each program.

Purpose

- To ensure district stakeholders (students-athletes, coaches, parents, educators, and community members alike) a coordinated athletic program that fosters academic, physical, and emotional development, a sense of confidence, the knowledge of sport, a competitive spirit, and the principles of sportsmanship.

Duties and Responsibilities

- Scheduling... coordinating calendars for all levels of all programming.
- Officials... coordinating, contracting, and communicating with middle-high school officials. - Personnel... selecting and evaluating varsity coaches, assisting varsity coaches with sub varsity programming, and coordinating, contracting, and communicating with event staff. - Accounting... coordinating the sale, deposit, and receipt of all middle-high school event admission.
- Facilities... coordinating the preparation and maintenance of athletic facilities for district use. - Supervision... coordinating supervision at all home and away middle-high school contests (as necessary) as well as attending as many athletic practices and contests (schedule permitting).
- Medical... coordinating athletic training services (performance-based, rehabilitation, and event supervision) and record-keeping for all middle-high school athletes.
- Eligibility... coordinating the physical and academic eligibility of all high school student athletes.
- Awards... coordinating the distribution of awards to all middle-high school student-athletes and maintaining all records within the parameters of the athletic department.
- Equipment... coordinating the ordering, distribution, and maintenance of all middle-high school equipment.
- Association... establishing River Valley Schools as a leader in educational athletics at all county, conference, and state association meetings by enforcing policies at all times, hosting tournaments whenever possible, and serving on various committees.
- Transportation... coordinating all transportation to and from middle-high school athletic events

in conjunction with both the district transportation supervisor and district policy. - Budget... coordinating the district athletic department budget in conjunction with the building principal and the district's business manager.

- Public Relations... coordinating involvement and communication with media outlets, community groups, and other such stakeholders connected with the school district and athletic department.
- Philosophy... fostering the academic, physical, and emotional development of both genders, all athletes, and all programs.
- Miscellaneous... performing all other duties assigned by the building principal.

II. Job Description: Department Secretary

Terms of Employment

- Reports to and is evaluated by the Principal / Assistant Principal / Athletic Director. - Work schedule is 40 hours per week (225 days per year) and salary, vacation, sick leave, personal business days, and fringe benefits are determined by the district's Support Staff Handbook.

Qualifications

- High school graduate with a minimum of two successful years of secretarial experience. - Understands educational athletic programming through training and experience. - Ability to demonstrate skills as a writer, communicator, and accountant.
- Possess organizational skills regarding staffing, recordkeeping, and scheduling. - Ability to work proactively and independently in accordance with established policies and procedures.

Preferred Qualifications

- A degree, certification, or training in human resources, finance, or athletic administration. - Prior successful experience working with department stakeholders - students-athletes, coaches, parents, educators, and community members alike.

Demonstrated expertise working with social media (Facebook, Twitter, Instagram, etc.) and office technology (Google Drive, Skyward, Schedule Star, Arbiter, PowerSchool, etc.).

Purpose

- To assist with the operation of the athletic department - establishing and maintaining quality public relations among department stakeholders (students-athletes, coaches, parents, educators, and community members alike) - and function independently under the direction of the District Wide Athletic Director.

Duties and Responsibilities

- Public Relations... assisting and/or leading the communication with department stakeholders. - Scheduling... assisting with the calendar coordination for all levels of all programming. - Officials... assisting with the coordination, contracting, and communication with officials. - Personnel... assisting with the coordination, contracting, and communication with event staff. - Accounting... assisting with the coordination of department finances as necessary. - Transportation... assisting with the coordination of all transportation to and from athletic events. - Eligibility... assisting with the coordination of academic eligibility of all student-athletes. - Awards... assisting with the coordination and distribution of departmental awards. - Equipment... assisting with the coordination (ordering, distribution, and maintenance) of department equipment. - Facilities... assisting with the coordination (preparation and maintenance) of facilities for use. -

Supervision... assisting with the supervision of home events as necessary.

- Miscellaneous... performing all other duties assigned by the District Wide Athletic Director.

III. Job Description: Varsity Head Coach

Terms of Employment

- Reports to and is evaluated by the District Wide Athletic Director.

Qualifications

- Ability to establish and maintain authority, productivity, and rapport with students in program. - Possess adequate knowledge of the rules and techniques in the sport being coached. - Ability to communicate effectively with student-athletes, parents, administration and media. - Possess experience in the field of education or sport being coached.

Purpose

- To instruct athletes in the fundamental skills, strategy, and physical training necessary for them to realize a degree of individual and team success. Simultaneously, the student shall receive in that will lead to the formulation of moral value, pride of accomplishment, acceptable social behavior, self-discipline and self-confidence.

Duties and Responsibilities

- The Head Coach, through all actions in and out of competition, must facilitate a professional program (from the varsity team down through the sub-varsity and youth levels) reflective of excellence provided for all River Valley student-athletes.
- The Head Coach must carry out a thorough understanding of the policies, regulations, and philosophies set forth by the River Valley Athletic Department, the Berrien-Cass-St Joseph (BCS) Conference, and the Michigan High School Athletic Association (MHSAA) and constructively work toward positive changes in rules and policies that would best serve Mustang student-athletes.
- The Head Coach must be aware of, attend, and host meetings pertaining to sport and job responsibilities. These gatherings include, but are not limited to, MHSAA rules meetings, program awards evenings, BCS Conference and Division meetings, River Valley Athletic Department meetings, and parent or booster club sessions.
- The Head Coach must hold organized and productive practices that hold student-athletes accountable, teach the fundamentals of the sport, and review specific strategies for upcoming contests.
- The Head Coach must communicate effectively with all involved or interested student-athletes, parents, administrators, and media.
- The Head Coach must recruit, develop and direct a staff of assistant, sub-varsity, and middle school coaches that uphold the standards of River Valley Schools and support a productive varsity program.
- The Head Coach must possess and practice sound interpersonal skills that balance instruction, recruitment of participants, conflict resolution, empathy, dedication, personal responsibility, motivation, criticism, and patience throughout all aspects of the coaching position.
- The Head Coach must oversee all sport-specific equipment, uniforms, and other such inventory as well as manage and maintain athletic facilities before, during, and after use for practices and contests.
- The Head Coach must practice financial responsibility in working with the Athletic Department

and Booster Club.

- The Head Coach must maintain and report accurate statistics to school, media, parents and participants for the betterment of the program and to also develop those interested in competing at the next level of sport.
- The Head Coach must follow any other unwritten directive, guideline or policy stemming from district, conference or state administration.

IV. Job Description: Assistant Coach

Terms of Employment

- Reports to and is evaluated by the Varsity Head Coach.

Qualifications

- Ability to establish and maintain authority, productivity, and rapport with students in program. - Possess adequate knowledge of the rules and techniques in the sport being coached.

Purpose

- To instruct athletes in the fundamental skills, strategy, and physical training necessary for them to realize a degree of individual and team success. Simultaneously, the student shall receive instruction that will lead to the formulation of moral value, pride of accomplishment, acceptable social behavior, self-discipline and self-confidence.

Duties and Responsibilities

- The Assistant Coach, through all actions in and out of competition, must assist programming - from the varsity team down through the sub-varsity and youth levels – reflective of excellence provided for all River Valley student-athletes.
- The Assistant Coach shall uphold the standards of River Valley Schools and assist the Varsity Head Coach in whatever capacity needed.
- The Assistant Coach must assist productive practices that hold student-athletes accountable, teach the fundamentals of the sport, and review specific strategies for upcoming contests.

V. Job Description: Sub-Varsity Head Coach

Terms of Employment

- Reports to and is evaluated by the Varsity Head Coach.

Qualifications

- Ability to establish and maintain authority, productivity, and rapport with students in program. - Possess adequate knowledge of the rules and techniques in the sport being coached. - Ability to communicate effectively with student-athletes, parents, and administration. - Possess experience in the field of education or sport being coached.

Purpose

- To instruct athletes in the fundamental skills, strategy, and physical training necessary for them to realize a degree of individual and team success. Simultaneously, the student shall receive instruction that will lead to the formulation of moral value, pride of accomplishment, acceptable social behavior, self-discipline and self-confidence.

Duties and Responsibilities

- The Sub-Varsity Head Coach must facilitate and lead productive practices coordinated with the

wishes of the Varsity Head Coach that hold student-athletes accountable, teach the fundamentals of the sport, and review specific strategies for upcoming contests.

- The Sub-Varsity Coach must possess and practice sound interpersonal skills that balance instruction, recruitment of participants, conflict resolution, empathy, dedication, personal responsibility, motivation, criticism, and patience throughout all aspects of the coaching position.
- The Sub-Varsity Coach must oversee all sport-specific equipment, uniforms, and other such inventory as well as monitor athletic facilities before, during, and after use for practices and contests.
- The Sub-Varsity Coach, through all actions in and out of competition, must uphold the excellence provided for all River Valley student-athletes by assisting the Varsity Head Coach in whatever capacity needed.
- The Sub-Varsity Coach must follow any other unwritten directive, guideline or policy stemming from district, conference or state administration.

VI. Job Description: Middle School Head Coach

Terms of Employment

- Reports to and is evaluated by the Varsity Head Coach.

Qualifications

- Ability to establish and maintain authority, productivity, and rapport with students in program.
- Possess adequate knowledge of the rules and techniques in the sport being coached.
- Ability to communicate effectively with student-athletes, parents, and administration.
- Possess experience in the field of education or sport being coached.

Purpose

- To instruct athletes in the fundamental skills, strategy, and physical training necessary for them to realize a degree of individual and team success. Simultaneously, the student shall receive instruction that will lead to the formulation of moral value, pride of accomplishment, acceptable social behavior, self-discipline and self-confidence. Furthermore, in accordance with the MHSAA philosophy on middle school athletics, the direction of middle school programming should "encourage participation and experience in a variety of activities, keeping in mind the goal of winning must be superseded by the goal of participation (MHSAA Handbook, Page 73)."

Duties and Responsibilities

- The Middle School Coach must facilitate and lead productive practices coordinated with the wishes of the Varsity Head Coach that hold student-athletes accountable, teach the fundamentals of the sport, and review specific strategies for upcoming contests.
- The Middle School Coach must possess and practice sound interpersonal skills that balance instruction, recruitment of participants, conflict resolution, empathy, dedication, personal responsibility, motivation, criticism, and patience throughout all aspects of the coaching position.
- The Middle School Coach must oversee all sport-specific equipment, uniforms, and other such inventory as well as monitor athletic facilities before, during, and after use for practices and contests.

- The Middle School Coach, through all actions in and out of competition, must uphold the excellence provided for all River Valley student-athletes by assisting the Varsity Head Coach in whatever capacity needed.
- The Middle School Coach must follow any other unwritten directive, guideline or policy stemming from district, conference or state administration.

VII. Coaching Positions, Compensation, and Compliance

While ‘steps’ may be accrued that increase the compensation for each position, there are three tiers of compensation – determined by measurables such as a) revenue / non-revenue status, b) length of season, c) average high school program participation rate, d) equipment responsibilities and safety issues, e) Title IX compliance, f) extra duties due to the nature of the sport (program planning and coordination, preparing two teams for competition, scouting, etc) and g) “spotlight” burdens (extra media coverage, admission expectancy, etc). All things considered, the following coaching positions and compensation percentages – multiplied by Step 1 of the Base Salary – exist:

Tier 1

Varsity Football – 14.75%
 Asst / JV Football (3) – 8.75%
 7-8th Football (2) – 6%

8.75% 7-8th Boys Basketball (2) – 6%
 Varsity Volleyball – 14.75%
 Asst / JV Volleyball – 8.75%
 7-8th Volleyball (2) – 6%

Tier 3

Varsity Girls Basketball – 14.75%
 Asst / JV Girls Basketball – 8.75%
 7-8th Girls Basketball (2) – 6%

Tier 2

Varsity Baseball – 13%
 Junior Varsity Baseball – 7%
 Asst Baseball – 4%
 Varsity Boys Basketball – 14.75%
 Asst / JV Boys Basketball –

Varsity Boys-Girls Track – 13%
 Asst Boys-Girls Track – 7%
 Varsity Wrestling – 13%
 Asst / JV Wrestling – 7%
 6-8th Wrestling – 6%

Varsity Softball – 13%
 Junior Varsity Softball – 7%
 Asst Softball – 4%

Varsity Boys-Girls Cross-Country – 10%
 Asst / MS Boys-Girls X-Country – 6%

Tier 4

Varsity Boys-Girls Golf – 10% Asst Boys-Girls Golf – 6%

Varsity Cheerleading (Fall) – 3.5% Varsity Cheerleading (Winter) – 3.5%

Middle School Cheerleading (Fall) – 1.5% Middle School Cheerleading (Winter) – 1.5%

Strength Training – 16.5%

Note: If a “volunteer” is to be compensated by a coach or through their program’s activity or booster club account, the amount shall not exceed \$500.

Note: The weight room is to be open four days a week during the school year for community use – two hours each day. The coordinator is to be paid \$20 / hr.

VIII. Requirements and Professional Development

Requirements

Per Regulation II, Section 3 of the Michigan High School Athletic Association Handbook, “individuals paid, unpaid, or volunteer are considered coaches” and that “the person responsible for the immediate training or coaching of a secondary school athletic team should be a member of the regular teaching staff of the school district.” Additionally, “high schools must attest by each season’s established deadline that all varsity head coaches have a valid current cardiopulmonary resuscitation (CPR) certification” and that “each head coach of a varsity team in a sport under MHSAA jurisdiction hired for the first time after July 31, 2016 shall have completed either Level 1 or Level 2 of the Coaches Advancement program (CAP).” It should also be noted that “the use of a third-party contractor does not change a member school or coach’s responsibility to follow all MHSAA regulations.” Furthermore, “the MHSAA Representative Council urges every member school to require coaching education for every coach, every year.”

Consequently, River Valley School’s Business Office will reimburse all fees associated with CAP, CPR, AED, and all other health and safety training.

The following information is required of department personnel prior to working with student-athletes:

- Varsity Head Coaches, Assistant Coaches, Sub-Varsity Head Coaches, and Middle School Coaches
 - Fingerprints
- Volunteers
 - Internet-Criminal History Tool (I-CHAT)

Professional Development

Each year, each sport’s state coaching association sponsors a clinic for professional development and networking. As it is a requirement for all varsity head coaches to belong to their respective statewide coaching association – paid for by River Valley Schools – it is common for coaches to request department funds to attend such clinics. Beginning with the 2020-21 academic year, the Athletic Department will financially support attending such growth opportunities on an every-other-year basis.

- 2020-21: Volleyball, Boys Basketball, Girls Basketball, Golf, and Wrestling
- 2021-22: Cross-Country / Track & Field, Football, Baseball, and Softball
- 2022-23: Volleyball, Boys Basketball, Girls Basketball, Golf, and Wrestling
- 2023-24: Cross-Country / Track & Field, Football, Baseball, and Softball

Within said financial support, each program will receive a) one paid conference registration, b) mileage reimbursement for one vehicle, and c) one night’s lodging (up to \$150 total / night) for attendee(s). All food and beverages purchased – as well as all additional attendees – are to be responsibility of the individual(s) or Booster Club.

IX. Evaluation

It is the responsibility of the District-Wide Athletic Director to hire and evaluate varsity coaches. It is the responsibility of each varsity coach to recruit, educate, team with, and evaluate assistant, sub

varsity, and middle school coaches. All evaluations will be based on the following template:

Coach: _____

Sport: _____

Level: _____

Date: _____

1 – Effective 2 – Needs Improvement 3 – Unsatisfactory 4 – Not Applicable 5 – Not Observed A. Professionalism

1. Personal Conduct

a. Conduct is professional and personifies the school district's mission statement ____ b. Develops rapport with other professional staff, families, and community ____ c. Positive role model for all involved with program ____ d. Is prompt to and prepared for all team meetings, games, practices, etc ____

2. Sportsmanship

a. Coach models appropriate sportsmanship ____ b. Program displays appropriate sportsmanship ____ c. Is fair, understanding, tolerant, sympathetic, and patient with team members ____

3. Knowledge

a. Is well-versed and knowledgeable in matters pertaining to the sport ____ b. Fundamental skills and techniques are clearly taught ____ c. Utilizes a variety of drills and strategies in teaching sport ____ d. Understands and follows rules / regulations set forth by all governing bodies ____

4. Communication

a. Student-athletes are aware of program goals and expectations ____ b. Communicates effectively with parents and community ____ c. Communicates effectively with Booster Club ____ d. District level coaches are aware of program goals and expectations ____ e. Youth teams and coaches are aware of program goals and expectations ____ f. Develops sound public relations and uses effective communication tools ____

B. Coaching Performance

1. Season Development

a. Athletic performance demonstrates improvement from beginning to end ____ b. Strength and conditioning programs are maintained during season ____ c. Has individual / team discipline and control ____ d. Utilizes practice time for both individual and team development ____ e. Team performance is consistent with quality of athletes available ____

2. Off-Season Performance

a. Individual and small group opportunities exist ____ b. Strength and conditioning program is structured and rigorous ____ c. Athletes and their families are aware of additional competitive opportunities ____ d. Embraces opportunities for professional and personal growth ____

3. Management

a. Facilities are monitored, appropriately used, shared and cared for at all times ____ b. Equipment is cared for, inventoried, and properly stored ____ c. Works to develop the skill set and engagement of lower-level and assistant coaches ____ d. All necessary clerical responsibilities are completed and submitted on time ____ e. Shows an interest in athletes' classroom efforts and in- and off-season activities ____ f. Exhibits financial responsibility with regard to program budget and fundraising ____

C. Comments

D. Summary

On the basis of this evaluation, this coach's performance is considered:

Effective Recommended for contract renewal

Needs Improvement Recommended for contract renewal provided a plan of assistance is in place

Unsatisfactory Contract will not be renewed

Athletic Director: _____ Date: _____ Head

Coach: _____ Date: _____

D. Operations – Event Management, Transportation, and Facilities

I. Event Management

District administration is expected to have supervision in place for all “home” events. Occasionally, it may be necessary to have administrative representation at “away” events as well – particularly with regard to Michigan High School Athletic Association (MHSAA) tournament events. To meet such expectations, the District-Wide Athletic Director may lean on building-level administration / personnel to assist with such supervision. Therefore, as necessary, individuals dubbed as the “Event Manager” shall be compensated \$25 per contest.

It is also an expectation that all “home” events are conducted in a professional manner befitting of educational athletics – hiring quality scoreboard operators and sportsmanlike announcers, playing the national anthem, etc. Considering the fact that some activities may be off-campus or conducted simultaneously as other events, the responsibility of meeting this expectation is to be shared by both the Athletic Department, varsity head coaches, and event managers.

Baseball – Softball

The Athletic Department is responsible for obtaining and compensating officials for all contests as well as an announcer for varsity contests. Head coaches are responsible for providing a scoreboard operator and all scouting / filming / statistical personnel – with any such costs to be incurred by the program's activity account. Facility maintenance – including field marking, dugout, and infield / outfield care – is to be a joint effort between the Athletic Department and the coaching staff.

Basketball

The Athletic Department is responsible for obtaining and compensating officials as well as admissions personnel, scoreboard operators, and security (when necessary) for all contests. Additionally, the Department is responsible for obtaining and compensating an announcer for high school contests. Head coaches are responsible for providing a scoreboard operator and all scouting / filming / statistical personnel – with any such costs to be incurred by the program's activity account. Facility maintenance – floors, bleachers, hardware, etc – is to be handled by River Valley's Operations Department.

Cross-Country – Track and Field

The Athletic Department is responsible for obtaining and compensating officials and a meet manager. The meet manager is responsible for teaming with the head coaches in providing an announcer and all statistical personnel – including a head timer or timing service (any such costs to be incurred by the program’s activity account). Cross-Country courses are to be created and mapped by head coaches. Facility maintenance – including field marking – is the responsibility of the coaching staff to team with River Valley’s Operations Department.

Football

The Athletic Department is responsible for obtaining and compensating officials as well as admissions personnel, scoreboard operators, security (when necessary), and an announcer for all contests. Head coaches are responsible for providing a scoreboard operator and all scouting / filming / statistical personnel – with any such costs to be incurred by the program’s activity account. Facility maintenance – including field marking, fertilizing, and irrigation – is to be handled by River Valley’s Operations Department.

Golf

Head coaches are responsible for securing all statistical personnel. Facility maintenance is a joint effort between course management and the coaching staff.

Volleyball

The Athletic Department is responsible for obtaining and compensating officials as well as admissions personnel and scoreboard operators for all contests. Additionally, the Department is responsible for obtaining and compensating an announcer for varsity contests and line judges for all matches other than Saturday tournaments. Head coaches are responsible for providing all scouting / filming / statistical personnel – with any costs to be incurred by the program’s activity account. Facility maintenance is to be a joint effort between the River Valley Operations Department and the coaching staff.

Wrestling

The Athletic Department is responsible for obtaining and compensating officials as well as admissions personnel, scoreboard operators, and announcers for all contests. Additionally, the Department is responsible for obtaining and compensating an announcer for varsity contests and line judges for dual matches. Head coaches are responsible for providing all scouting / filming / statistical personnel – with any costs to be incurred by the program’s activity account. Facility maintenance is to be a joint effort between the River Valley Operations Department and the coaching staff.

Compensation

Whenever possible, it is the expectation to recruit and lean upon volunteerism. When that is not possible, the following formula should be used for event workers:

High School Football

Event Manager – \$100 / contest; \$50 / scrim Tickets,
Security, Chains – \$30 / contest or scrim Scoreboard,
Clock, Announcer – \$30 / contest or scrim

Middle School Football

Event Manager – \$50 / contest; \$25 / scrim Tickets,
Security, Chains – \$20 / contest or scrim Scoreboard,
Clock, Announcer – \$20 / contest or scrim

High and Middle School Basketball, Golf, Volleyball, and Wrestling

Event Manager – \$25 / contest; \$100 / tournament
Admissions, Score, Announcer – \$20 / contest

Line Judge – \$7 / set

<u>High School Baseball & Softball</u> Event	<u>High School Track & Cross-Country</u> Event
Manager – \$100 / tournament	Manager – \$40 / date; \$100 / invitational
Event Worker – \$20 / date	Event Worker – \$20 / date

II. Admission Rates & Family Passes

Per district guidelines, admission will be charged to enter basketball, football, track and field, volleyball, and wrestling events.

At high school events, adults pay \$5 and students pay \$3. Senior citizen passes are accepted and children under six years old are free. At middle school events, adults pay \$3 and students pay \$2. Senior citizen passes are accepted and children under six years old are free. There is no family discount or “cap” at high school events, but there is an \$10 “cap” for (immediate) families at middle school events. Conference, county, invitational, and state tournaments may be subject to admission rates as well – as mandated by the Michigan High School Athletic Association (MHSAA) or set by the District-Wide Athletic Director. Youth events are not “school-sponsored” events and, therefore, have no monetary school regulation.

“Family Passes” are available for purchase at any time during the school year – and allows free entry into all home events (other than county / state tournaments). The cost is \$150 – checks written out to “River Valley Schools” – and covers immediate family members only.

All revenue collected at each regular season home event’s admission gate – including annual family passes – is returned to the district's general fund.

In an effort to showcase its facilities, create somewhat of a competitive advantage, and generate extra revenue for its respective programs, River Valley will opt to host invitational, county, conference, and state tournament events as often as possible.

III. Transportation

Under the Michigan High School Athletic Association's purchased catastrophic insurance plan, “Eligible student-athletes are covered while traveling directly to and from a scheduled event as a representative of the school while traveling in transportation sponsored by the school, and while participating in-season in an allowed activity under the direct supervision of a full-time school employee or coach designated by the school acting within the scope of his/her coaching duties in those sports for which the MHSAA provides a tournament series.”

The administrator has confirmed in writing that the meaning is to include school-provided transportation (school bus, school van, school vehicle) as well as a coach who is authorized by the school to drive student-athletes, and it includes transportation to a practice, scrimmage or contest. The coverage does not cover or include a parent who is driving only his / her own son or daughter in a personal vehicle, nor does it cover a student who is authorized by the school to drive himself / herself. No advance authorization form is required. The accident claim form will determine if it was school authorized transportation. It is prudent for schools’ written policies to authorize specifically if students and / or parents and / or coaches may provide transportation, and the conditions under which they may do so.

IV. Facilities

Building Access and Supervision

Building access (classrooms, cafeteria, gymnasium, weight rooms, etc.) is to be an orchestrated team effort – attempting to create a balance between both co- and extra-curricular programming. The basic expectation is to leave the facility as it was found – or better. Lights must be turned off, equipment put away, doors locked, and athletes cared for. Keys are to be distributed to district personnel only. At no time may an athlete be left unattended or given access to a facility without the supervision of a coach.

Other than weekday team practices during the school year, all building use requests are to be on the official district building use request form.

Team Practices

In an effort to cultivate the definition of a “student-athlete” – with an emphasis on “student” – no practice may last longer than three hours on a school day. This includes accounting for both weight room training and film study. When organizing practice time within the gymnasium, practices will be scheduled in two-hour blocks – with middle school programming given priority in the 3p slot on school days.

Gymnasium Use

With only one full-size gymnasium within the school district, it is to be an emphasis to keep all programming in mind when reserving space for practices / activities / events.

- All weekday / weeknight usage during the school year is to be reserved through the department secretary.
- All weekday / weeknight use outside of the school year is to be reserved through the building secretary.
- All weekend use year-round is to be reserved through the building secretary.

In an effort to bolster youth and lower-level recreational programming, the following dates / times are to be considered “sacred” and are to trump all other requests on an annual basis.

- The first three Saturdays of December are to be reserved for K-8 Youth Basketball Clinics from 8a – 1p.
- Sundays in February and March are to be reserved for K-8 Youth Baseball / Softball Clinics from 12 – 6p.
- Sport-Specific K-12 Summer Camps – led by the varsity coach – will receive first priority in June and July.

Snow Day Policy

The following guidelines will be adhered to in the event school is canceled due to inclement weather:

- No practice will be held before 1:00 pm... allowing for snow removal to occur and road conditions to potentially improve.
- All practices are optional and no consequences will be assessed for an absence.

If school is canceled on a day when there are scheduled athletic contests in the evening, the status of those events will be handled on an individual basis after consulting with the administration of the schools involved. Decisions will be made by 1:00 pm.

In order to allow the athletes and their families to plan, we will adhere to the following practice schedule for all snow days:

- High School Boys Basketball... 3-5 pm -
High School Cheerleading... 4-6 pm

- High School Wrestling... 4-6 pm - High
School Girls Basketball... 5-7 pm

Note: Middle school sports will not practice on snow days.

E. Code of Conduct – Student-Athletes, Coaches, and Spectators

I. Student-Athletes

Copied directly from the River Valley Middle-High School Student Handbook:

River Valley Schools has high expectations for all students involved in public performances and events. Student behaviors will always be linked with the reputation of our school and community. As ambassadors of our school and community, participants carry a responsibility to represent River Valley in a positive manner. Consequently, the following code of conduct was developed to promote positive educational opportunities for students. Our “Student Code of Conduct for Extra/Co-Curricular Programs” applies to all students who participate in school performances - such as athletic contests, drama, band and choir performances, debate, etc. The “Code of Conduct” is applicable throughout the entire calendar year (365 days) – on or off school property.

If there is an alleged violation of the code of conduct, an investigation will be conducted. A meeting will be held to discuss the alleged infraction between the program supervisor, an assistant principal, and/or the athletic director. If it is determined that a violation of the code of conduct has occurred, then consequences will be implemented. Infractions and related consequences of the “Code of Conduct” shall be considered cumulative from the time students are placed under the code and remain until they exit the middle school or high school. Upon successful completion of middle school, any offenses incurred will not follow the student to the high school. All students will enter the high school with a “clean slate”. Middle school students currently participating in extra/co-curricular activities will start their high school career on the last day of eighth grade.

Code Item #1

It is the district’s expectation that no member of a River Valley Middle or High School extra/co curricular activity will knowingly use, have possession of, or assist other students in the use of the following:

- Tobacco and/or tobacco products in any form • Prescribed drugs or over the counter drug/chemical
- Alcoholic beverages • **Consequences**
- Any form of illegal drugs and/or drug paraphernalia •

First Offense: Suspended from 33% of the events for the entire current activity(ies). If the suspension is not completed in one activity, it will be carried over to the next activity in which the student participates. The activity supervisor and administrator will decide whether or not the student will attend practices, games, rehearsals, and/or performances. In order to continue participation, parents must provide documentation that the student is involved in a certified/qualified substance use and abuse assessment program - including cooperation in post-assessment recommendations. Students who fail to comply with the terms of this intervention process will be prohibited from participation in all extra/co curricular activities for one calendar year.

Second Offense: Suspended from all activities for one calendar year from the date of the offense. The student will be ineligible to receive any further awards within the immediate activity/season. In order to

continue participation in any extra/co-curricular programs, parents must provide documentation that the student is involved in a certified/qualified substance use and abuse assessment program, including cooperation in post-assessment recommendations. Students who fail to comply with the terms of this intervention process will be prohibited from participation in all extra/co-curricular activities for the remainder of his/her high school or middle school career.

Third Offense: Termination of any further participation in school sponsored co/extra-curricular activities for the duration of the student's middle school or high school career.

Code Item #2

It is the district's expectation that no member of a River Valley Middle or High School extra/co-curricular activity will exhibit behavior which is detrimental to their school or community.

Misdemeanors or felonies falling under the criminal code (which occur in or out of school) will be included. The school may take disciplinary action regardless of whether or not legal action results in a conviction.

Consequences

First Offense: Suspended from 25% of the events for the entire current activity(ies). When the suspension is not completed in one activity or season it will be carried over to the next. In order for consequences to be fulfilled, students must complete all related activities/seasons in good standing. The activity supervisor and administrator will decide whether or not the student will attend practices, games, rehearsals and/or performances.

Second Offense: Suspended from 50% of the events for the entire current activity(ies). If the suspension is not completed in one activity, it will be carried over to the next activity in which the student participates. The activity supervisor, athletic director and administrator will decide whether or not the student will attend practices, games, rehearsals, and/or performances.

Third Offense: Suspended from all extra/co-curricular activities for one calendar year from the date of the infraction. Additional violations may result in termination of any further participation in school sponsored extra/co-curricular activities for the duration of the student's middle school or high school career. A gross violation may result in termination of any further participation in school sponsored extra/co-curricular activities for the duration of the student's middle school or high school career.

Self-Disclosure

Students who seek help regarding a chemical dependency problem shall not be subject to disciplinary action provided that a) there exists no violation at the time the student seeks help (for example, the student is not in possession or under the influence of alcohol or other unlawful drugs etc.), b) no subsequent violation occurs, and c) in the opinion of the administrator, the spirit of the policy has not been violated.

Note: Students who violate the Code of Conduct will serve their suspension only in an activity they have previously been involved or are currently involved. A student will not be permitted to serve the suspension in an activity newly joined for the purpose of avoiding the suspension to impact an activity for which he/she has previously been a member. Additionally, the Code of Conduct consequences will be invoked from the date the Administration has been made aware of the infraction.

II. Coaches

See our Department Job Descriptions – Article C, Sections III, IV, V, and VI – above.

III. Parents, Guardians, and Spectators

Copied directly from the River Valley Middle-High School Student Handbook:

The expectations of parents / guardians are to a) know, adhere to, and enforce the entire athletic handbook; b) support all members of the team, the coaches, and the athletic department; c) maintain open lines of communication with coaches and athletic department; and d) demonstrate good sportsmanship while attending athletic events.

Furthermore, our school's "Parent Pledge" states that, as a parent of a student-athlete at River Valley, I promise to... a) work closely with all school personnel to assure an appropriate academic as well as athletic experience for my child while he or she is in middle/high school; b) to arrange timely transportation to and from practice and games for my child; c) to require my child to abide by the athletic department's training rules; d) to work cooperatively with other parent and school personnel to assure a wholesome and successful athletic program for our school; e) to acknowledge the authority of the coach to determine strategy and player selection; f) to promote mature behavior from student athletes and parents during athletic contests; and g) to work closely with coaches and other school personnel to identify a reasonable and realistic future for my child as a student-athlete, both in school and in college.

Lastly, the following Michigan High School Athletic Association (MHSAA) message is a guide for spectators regarding sportsmanship. The spectator will a) remember that you are at a contest to support and yell for your team and to enjoy the skill and competition; not to intimidate or ridicule the other team and its fans; b) remember that school athletics are learning experiences for students and that mistakes are sometimes made; c) praise student athletes in their attempt to improve themselves as students, as athletes and as people; d) learn the rules of the game, to understand and appreciate why certain situations take place; e) refrain from making any kind of derogatory remarks to your opponents during the game, especially comments of ethnic, racial or sexual nature; f) show respect for the opposing players, coaches, spectators and support groups; g) respect the integrity and judgment of game officials. Understand that they are doing their best to help promote the student athlete, and admire their willingness to participate in full view of the public; h) recognize and show appreciation for an outstanding play by either team; i) refrain from use of any controlled substances (alcohol, drugs, etc.) before, during and after games; j) be a positive behavior role model through your own actions and by censuring those around you at events whose behavior is unbecoming.

F. Noteworthy River Valley Board of Education Policies

From time to time, there are Athletic Department issues that arise that directly concern School Board Policy – such as obtaining corporate sponsorships, sixth grade participation, overnight trips, etc. The District-Wide Athletic Director is to lean upon these board policies and work directly with the building principal and district superintendent as necessary.

G. Capital Improvement Plans, Equipment Purchases, and Uniform Rotation

I. Capital Improvements

Recently Completed Projects

Middle-High School Gymnasium Bleachers (2008)

Stadium Track Resurfacing (2010)

Middle-High School Gymnasium Sand & Paint Floor (2019)

Middle-High School Weight Room (2019)

Middle-High School Baseball Fencing (2020)

Desired Projects – **Must Prioritize**

Middle-High School Softball Fencing

Middle-High School Baseball / Softball / Gymnasium Scoreboards

Middle-High School Gymnasium Balcony

Middle-High School Wrestling Room

Re-Construct Softball Auxiliary Field(s) Dugouts and Fences

Middle-High School Baseball-Softball-Football Press Boxes

Middle-High School Gymnasium Reseal Floor (2019) – Double-Coat Each 1st of July

II. Finances

Primary Program Funds

Prior to each season, each school-sponsored sport – recognized by the Michigan High School Athletic Association – will receive funds to be used on equipment. These funds are completely at the discretion of the varsity head coach. All purchases must be made following the district purchase order process – meaning that purchases exceeding \$500 must go through the building secretary and must have a purchase order prior to ordering. At no point in time should an order exceeding \$500 be made on a personal credit card and reimbursed by the school district.

- Tier 1 and 2 Sports – BA, BBB, GBB, FB, SB, B/G TRK, VB, and WR – shall receive \$750. -
- Tier 3 and 4 Sports – GLF, B/G CC, CHR – shall receive \$500.
- Middle School Sports – FB, VB, BBB, GBB, WR, and B/G TRK – shall receive \$500.

NOTE: All annual fees (golf course rental, standard equipment reconditioning, etc) should not be included in the above allowances when preparing budgets.

Bonus Program Funds

Considering that it may be necessary for larger equipment to be repaired or purchased every so often, a larger chunk of “bonus funding” – double the primary program funding amount – will be issued once every four years to help offset such costs.

- 2020-21: Volleyball (\$1,500), Wrestling (\$1,500)
- 2021-22: Baseball (\$1,500), Softball (\$1,500), and Football (\$1,500)
- 2022-23: Cheerleading (\$1,000), Golf (\$1,000), and Boys/Girls Track & Field (\$1,500) -
- 2023-24: Boys Basketball (\$1,500), Girls Basketball (\$1,500), Boys/Girls C-Country (\$1,000)

NOTE: Middle School sports are not eligible for Bonus Program Funds.

III. Uniforms

Rotation

Once every four years, the athletic department shall be committed to purchase uniforms for each of its programs. If desired, uniforms may be purchased more frequently, but must be done so through booster club funding. Granted, each program will vary on both size and need, but the following rotation is to be followed:

- 2020-21: Boys/Girls Track & Field (HS and MS), Cheerleading (HS and MS), and Golf (HS) -
- 2021-22: Volleyball (HS & MS), Baseball (HS), and Softball (HS)
- 2022-23: Boys Basketball (HS), Girls Basketball (HS), and Wrestling (HS & MS)
- 2023-24: Boys Basketball (MS), Girls Basketball (MS), and Football (HS & MS)

IV. Coach & Volunteer Apparel

Rotation

Each year, the athletic department will purchase coaching apparel – employees listed on our Schedule B roster – for each of its programs. Support staff and volunteers may also be added into the mix. The following rotation is to be followed:

- 2020-21: Shorts & Hoodie*
- 2021-22: Polo & Stocking Cap*
- 2022-23: Shorts & Long-Sleeve*
- 2023-24: Long Pants & T-Shirt*

* Support staff (custodians, bus drivers, dept personnel) will receive the latter of the two items.

All product can be found at <https://www.niketeam.com>

H. Miscellaneous

I. Team Selection

Each program within our athletic department has guidelines and expectations that are perhaps more strict than the expectations printed within the Michigan High School Athletic Association's and school building handbooks. In some sports, a tryout process may be conducted that results in earning a spot on a team. Discretion is given to the head coach of the team and, in some cases, the varsity head coach of the program. If a player or parent has questions or concerned over the process in which a team is selected, they are first to address the matter with the head coach of the team, then the varsity head coach, and, if necessary, the District Wide Athletic Director.

II. Handling Confrontation

Effective communication is a necessary ingredient within any successful organization. Whether it is a text, an email, a phone call, or a message sent via social media, communication between athletes, parents, coaches, and administrators should be viewed as one of cornerstones from which our department is built. However, when anger, confusion, frustration, ignorance, and other such emotions rise to the surface within the execution of our Mission Statement, Goals, and Objectives, all parties are advised to wait a day (the “24-Hour Rule”) and then follow the chain of command below:

- Parent addresses concern with the athlete or visa versa
- Athlete and parent(s) address concern with the head coach

- Athlete and parent(s) address concern with the varsity head coach
- Athlete and parent(s) address concern with the District-Wide Athletic Director
- Athlete and parent(s) address concern with the Middle-High School Principal
- Athlete and parent(s) address concern with the district's Superintendent

III. Sportsmanship Expectations

Mustang Athletics considers sportsmanship a top priority. It is the expectation that all coaches, players, and spectators respect the integrity and judgment of everyone involved in all contests – including opponents and game officials.

As a synopsis of Section E (above), players are expected to conduct themselves in a manner which shall bring credit to themselves, their school, communities, coaches, and families. They shall refrain from any conduct which degrades, baits, intimidates, or otherwise discredits their opponents or officials. Coaches are expected to maintain decorum consistent with the values of educational athletics by showing restraint, composure, and to insist their players do the same. Spectators are expected to do the same while additionally reinforcing such values with their child at home.

IV. HUDL

HUDL is an audio-visual program used by many of our schools' athletic programs. If the software is a desired resource, the District-Wide Athletic Director is to coordinate an agreeable package with HUDL representation that is representative of programming and cost-efficient to our school district – and then pay for the subscription out of the Athletic Department's "Dues / Fees" line item.

V. Degradation

Our department does not condone, permit, or tolerate degradation (hazing and bullying) of any kind. Athletes involved in such behavior will be subject to immediate disciplinary action.

Hazing is defined as any activity expected of someone joining, affiliating, or maintaining status within a group. It is any act that intentionally or unintentionally humiliates, degrades, demeans, or disgraces an individual regardless of the person's willingness to participate. Bullying is defined as persistent unwanted, aggressive behavior that involves a real or perceived power imbalance. The behavior is repeated - or has the potential to be repeated - over time. It may inflict harm or distress - including physical, psychological, social, or educational harm. Bullying includes actions such as making threats, spreading rumors, attacking someone physically or verbally, and excluding someone from a group on purpose.

Weight and Cardio Room Policy

Our school's weight and cardio room are to be viewed as "hallowed ground" - facilities where our athletes' bodies are tempered and conditioned for the performances demanded of Class D - Division 4 competition within the parameters of the Michigan High School Athletic Association. Public usage of the weight room may occur only during the designated hours set forth by the Superintendent's office.

Summer Camps

It is the expectation that an off-season training and youth development program be offered by each varsity program for at least one week during the summer. Whether on-or off-campus, these camps are

to be organized by the varsity head coach and thoroughly communicated. At no time can a summer camp's cost exceed \$20 per participant.

Awards and Team Banquets / Parties

It is the expectation of each middle-high school program to organize and conduct an appropriate end of-season team banquet / party befitting of our school's standards of excellence to honor both individual and team accomplishments. Parties may be held on or off-campus, but the presence of alcohol is not allowed before, during, or afterward.

Media, Publicity, and Use of Social Media

It is jointly our conference and department expectation of each varsity head coach to communicate - or organize such communication - with various local, regional, and state media outlets (including our department's website)... specifically reporting scores on the www.mhsaa.com website following contests.

It is a good reminder that - in addition to coaching duties listed previously under "Job Descriptions" - we are the gatekeepers of our respective sports... and it is our job to positively communicate, promote, and share the good things (individually and as a team) that take place within our respective programs.

At no time is it acceptable to use social media as a platform to vent personal or professional frustrations related to a role or responsibility held within our athletic department.

State Competition Expenses

There are times when teams must travel long distances to compete in Michigan High School Athletic Association tournaments. When doing so, it is the responsibility of the head coach and supporting parent organization - or Booster Club - to determine whether or not the team will use charter bussing, conduct team dinners, and need lodging accommodations. Together, they are also expected to organize and finance such arrangements. The athletic department is not financially or logistically responsible for any such arrangements - unless district bussing is selected as the mode of such travel.

To help offset costs involved with logistics – and to demonstrate equity among programming – River Valley Schools will provide a \$400 stipend to each varsity head coach (through payroll, taxed, etc) as reimbursement for such organization. Eligible coaches are those overseeing...

- One or more individuals that have qualified for an MHSAA State Finals event.
- A team that has qualified for an MHSAA State Finals event through a Regional Tournament. - A team that has won an MHSAA District Championship and is moving on to Regionals. - A team that has won an MHSAA Regional Championship and is moving on to Quarterfinals.

Fundraising Guidelines

We're fortunate to get what we "need" and sometimes what we "want", but such is not always the case. Therefore, fundraising has become a staple within educational athletics - whether we like it or not. Fundraising cannot be a required activity, but - especially for those individuals who are unable to afford certain aspects of a program - there should be opportunities for all participants. It is strongly encouraged to handle fundraising during the off-season, while being mindful and respectful of similar initiatives and in-season activities.

Once a fundraising activity is complete - especially when cash is collected - the responsible individual has 24 hours to either deposit with the building bookkeeper or secure in the department safe.