

# **Rochester Catholic Schools Activities**

*Developing Christ Centered Leaders who show  
Respect, Sportsmanship, Teamwork, Effort,  
Good Citizenship and a Great Competitive Spirit*



## **Policies and Expectations for Student-Athlete/Participant and Parents Grades 4-12**

**2020-2021**

## **The Mission of Rochester Catholic Schools**

Rochester Catholic Schools (RCS) develops the spiritual, social, emotional, and academic growth of young people. RCS partners with parents and the Catholic faith community to nurture the development of a Christ-centered learning environment that fosters a culture of excellence where students grow in wisdom, courage and character. Rooted in Gospel values, RCS students are challenged and supported to become critical thinkers, collaborative problem solvers, creative visionaries and servant leaders who bring hope to the world.

***I can do all things through Him who strengthens me. Philippians 4:13***

## **The Mission of Rochester Catholic Schools Activities**

Rochester Catholic Schools (RCS) wants every student-athlete/participant to have a positive experience while he or she is involved in activities as well as being a positive representative of RCS. Being a part of a sports team or club, no matter your role, builds physical, social, spiritual and emotional skills. Some of the greatest memories that a young person has from high school will come from a sports team or club that they were involved in. We want our students to love participating here.

We believe that our priorities are: God and Family, then Academics and then Athletics and other Activities. We strongly encourage our coaches and teams to plan team masses, service projects, team building activities, and/or other activities that support the mission of Rochester Catholic Schools.

RCS Activities will put a tremendous emphasis on respect, sportsmanship, good citizenship, student character and class. Our coaches, parents, faculty, staff, alumni and student-athlete/participants represent Rochester Catholic Schools here at school and in the community. We have a responsibility, being involved in a school centered on Christ, to treat people with respect and to be good role models while at the same time competing at a high level.

## **Minnesota State High School League (MSHSL)**

Rochester Catholic Schools is a member of the Minnesota State High School League (MSHSL). The Minnesota State High School League provides educational opportunities for students through interscholastic athletics and fine arts programs, and provides leadership and support for member schools.

Rochester Catholic Schools is a member of the Hiawatha Valley League (HVL). The purpose of the league is to provide, promote and administer a program for the youth of the schools of the HVL in the fields of Athletics, Fine Arts, and Academics. This is accomplished by permitting each member school to develop a more complete schedule, to limit travel, and to compete with other schools of similar enrollment.

The athletic and activities directors of the league manage the HVL with final authority resting with the principals of the member schools.

### **HVL Conference Breakdown for 2020-2021**

Byron, Cannon Falls, Goodhue, Kasson-Mantorville, Kenyon-Wanamingo, Lake City, Pine Island, Rochester Lourdes, Stewartville, Triton, Zumbrota-Mazeppa

### **Contact Information**

Steve Strickland, Activities Director 507-289-3991; [sstrickland@rcsmn.org](mailto:sstrickland@rcsmn.org)

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[www.rcsmn.org](http://www.rcsmn.org)

[www.hvlconference.org](http://www.hvlconference.org)

[www.mshsl.org](http://www.mshsl.org)

Rochester Catholic Schools

Hiawatha Valley League

Minnesota State High School League

### **Rochester Catholic Schools Policies Related to Athletics**

#### **TITLE IX NOTIFICATION**

It is the policy of Rochester Catholic Schools to comply with the rules and regulations of Title IX, Education Amendments of 1972. Title IX prohibits discrimination on the basis of sex in educational programs and activities, including employment.

**Responsible Employee.** The employee responsible for coordinating Rochester Catholic Schools' efforts to comply with and carry out Title IX is Steve Strickland, 2800 19th Street NW, Rochester, MN 55901; telephone number 507-289-3991, ext. 1707. Inquiries concerning the application of Title IX may be referred to this above named responsible employee.

**Grievance Procedure.** Any student or employee of Rochester Catholic Schools who has a complaint regarding the enforcement of Title IX shall contact the Schools' responsible employee to express his/her concern or complaint. Efforts will be made to come to a prompt and equitable resolution

#### **Pre-Season Requirements**

1. Current Athletic Physical on file in the Activities Office. This **must** be done prior to registration. Sports Physicals are good for three years.
2. MSHSL Eligibility Form (once per school year; incorporated within registration)
3. MSHSL Parent Permit/Health Questionnaire (once per school year; incorporated within registration)
4. Baseline Concussion test for athletics that require this.
5. Pay Activities Fee. Fees will be paid online through Affinity Solutions.

### **Activities Fees for 2020-2021**

Baseball	\$345
Basketball	\$345 (grades 9-12)
Cheerleading	\$165
Cross Country	\$175
Football	\$345 (grades 9-12); \$140 (grades 7-8)
Golf	\$295
Hockey	\$695
Soccer	\$345 (grades 9-12); \$140 (grades 7-8)
Softball	\$345 (grades 9-12); \$140 (grades 7-8)
Tennis	\$245
Track	\$195 (grades 9-12); \$140 (grades 7-8)
Volleyball	\$225 (grades 9-12); \$140 (grades 7-8)
Summer Strength/Conditioning	\$115

### **Cancellation/Refund Policy**

There will be a \$15 fee assessed to any request for cancellations. No refunds will be issued after the first week of the season, special cases may apply. Exempt from the fee will be any student-athlete who is cut from a sports team by the coach. A full refund will be issued in this scenario.

There will be no prorating of events.

### **Attendance Policy**

Student-athletes must attend classes for at least one-half of a day (***complete 10 Mods on regular school days or halfway through the school day on an adjusted schedule***) to be eligible for practice or a game. Prior communication by the student to the school is important. Excused absence on Friday will not affect Saturday competitions.

### **Academics and Failing Grades (Grades 7-8)**

#### **Mid-quarter**

A student is ineligible if he or she has an F in more than one course on the formal mid-quarter posting. Ineligibility means that a student may attend practice, rehearsal or club meetings, but may not participate in any game, performance, or competition. Starting the school day after the formal posting, the student will remain ineligible for seven calendar days. At the end of seven days, the student must bring a progress report form to all of his/her teachers for classes he/she is failing and have them:

1. Indicate what the student has done to improve his or her academic performance;
2. Current grade; and
3. Provide a teacher signature.

The student will bring the completed progress report to his/her Principal to be signed.

Once it is documented that the student is passing all courses, the Principal will inform the Activities Director that eligibility can be restored. It is not possible to restore eligibility before the seven calendar days have passed. At the end of seven days, if the student is still not passing, he or she will be ineligible for another seven days. Once the second set of days has passed, the student must follow the instructions regarding the progress report.

Improvement must be demonstrated within the seven day period in order to retain eligibility. If, after the seven day period, the student has not demonstrated progress, he/she will remain ineligible and must follow the course of action stated above.

### **Quarter**

A student is ineligible if he or she has an F in one or more courses on the formal quarter posting. Ineligibility means that a student may attend practice, rehearsal or club meetings, but may not participate in any game, performance, or competition. Starting the school day after the formal posting, the student will remain ineligible for two weeks. The Building Principal will notify the Activities Director. The Activities Director will email the parents/guardians to inform them of the student's ineligibility.

At the end of the two weeks, the student must bring a progress report form to his/her teacher and have them:

1. Indicate what the student has done to improve his or her academic performance;
2. Current grade; and
3. Provide a teacher signature.

The student will bring the completed progress report to his/her Principal to be signed.

Once it is documented that the student is passing all courses, the Principal will inform the Activities Director and eligibility will be restored. It is not possible to restore eligibility before the two weeks have passed. If, after two weeks, progress has not been demonstrated, the student will remain ineligible until such time when progress has been demonstrated.

### **Semester**

If a student fails the 2nd or 4<sup>th</sup> quarter, even if the student passes the semester, he or she is still ineligible for two weeks and must follow the quarter guidelines stated above.

### **Right to Amend**

Lourdes High School, St. Francis of Assisi School, and Co-Cathedral of St. John the Evangelist Middle School reserve the right to amend this Handbook. Notice of amendments will be sent to parents via common modes of parent communication.

### **Academics and Failing Grades (Grades 9-12)**

#### **Activities Eligibility - Activities, Clubs, Athletics**

Students involved in extracurricular activities are expected to make satisfactory academic progress congruent with the expectations of Rochester Catholic Schools and the individual abilities of each student.

Students electing to be a part of a co-curricular program are expected to participate fully and will be held accountable for attending. Attendance at all practices and games of the activity is an important consideration for playing time in contests, fulfilling the requirement, and earning a “letter”.

#### **Mid-quarter**

A student is ineligible if he or she has an F in more than one course on the formal mid-quarter posting. Ineligibility means that a student may attend practice, rehearsal or club meetings, but may not participate in any game, performance, or competition. Starting the school day after the formal posting, the student will remain ineligible for seven calendar days. At the end of seven days, the student must bring a progress report form to all of his/her teachers and have them:

1. Indicate what the student has done to improve his or her academic performance;
2. Current grade; and
3. Provide a teacher signature.

The student will bring the completed progress report to his/her counselor and the Principal to be signed.

Once it is documented that the student is passing all courses, the Principal will inform the Activities Director that eligibility can be restored. It is not possible to restore eligibility before the seven calendar days have passed. At the end of seven days, if the student is still not passing, he or she will be ineligible for another seven days. Once the

second set of days has passed, the student must follow the instructions regarding the progress report.

For those students who have one F, after the formal posting of mid-quarter grades, they must attend two LSI sessions within a seven day period. The student is eligible at this time, but improvement must be demonstrated within the seven day period in order to retain eligibility. If, after the seven day period, the student has not demonstrated progress, he/she will be ineligible and must follow the course of action stated above.

If the formal posting for the mid-quarter falls in between sports/activities seasons, the student is required to attend LSI until such time when progress has been demonstrated. If, at the start of the season, the student has not attended the required LSI sessions and demonstrated progress in the course, the student will be ineligible for seven days. At that time, the process regarding ineligibility will take place.

#### **Mid-quarter LSI (Lourdes Student Initiative)**

At mid-quarter, if a student has one of the following, he or she must attend designated study sessions until the Principal has received a progress report signed by the teacher and delivered by the student, indicating that his or her grade is at a C- or higher.

1. Two or more Ds
2. One D and one or more Fs
3. One or more Fs

\*If a student rides the bus and has no other transportation means, an alternate plan will be made with the Principal.

#### **Quarter**

A student is ineligible if he or she has an F in one or more courses on the formal quarter posting. Ineligibility means that a student may attend practice, rehearsal or club meetings, but may not participate in any game, performance, or competition. Starting the school day after the formal posting, the student will remain ineligible for two weeks. The Activities Director will email the parents/guardians to inform them of the student's ineligibility.

At the end of the two weeks, the student must bring a progress report form to all of his or her teachers and have them:

1. Indicate what the student has done to improve his or her academic performance;
2. Current grade; and
3. Provide a teacher signature.

The student will bring the completed progress report to his/her counselor and the Principal to be signed.

Once it is documented that the student is passing all courses, the Principal will inform the Activities Director and eligibility will be restored. It is not possible to restore eligibility before the two weeks have passed. If, after two weeks, progress has not been demonstrated, the student will remain ineligible until such time when progress has been demonstrated.

If the formal posting for the end of quarter falls in between sports/activities seasons, the student is required to attend LSI until such time when progress has been demonstrated. If, at the start of the season, the student has not attended the required LSI sessions and demonstrated progress in the course, the student will be ineligible for two weeks. At that time, the process regarding ineligibility will take place.

### **Semester**

If a student fails the 2nd or 4<sup>th</sup> quarter, even if the student passes the semester, he or she is still ineligible for two weeks and must follow the quarter guidelines stated above.

### **LSI (Lourdes Student Initiative) and ineligibility**

Students, who are ineligible for seven days, must attend LSI sessions twice a week during the designated time and place.

Students who are ineligible for two weeks must attend LSI sessions at least four times during the designated time and place.

### **LHS Clubs-Right to Attend**

#### **Mid-Quarter**

If a student has an F in more than one course on the formal mid-quarter posting and a club meets during the student's LSI time, the student must attend LSI instead of the club meeting. Once the student has demonstrated progress in his or her course(s) and his or her attendance at LSI is no longer required, he or she may resume attending club meetings. In order to be able to attend club meetings, the student must bring a progress report form to all of his/her teachers and have them:



1. Indicate what the student has done to improve his or her academic performance;
2. Current grade; and
3. Provide a teacher signature.

The student will bring the completed progress report to his/her counselor and the Principal to be signed.

Once it is documented that the student is passing all courses, the Principal will inform the club moderator that attendance can be restored.

### **Quarter**

If a student has an F in one or more courses on the formal quarter posting and a club meets during the student's LSI time, the student must attend LSI instead of the club meeting. Once the student has demonstrated progress in his or her course(s) and his or her attendance at LSI is no longer required, he or she may resume attending club meetings. In order to be able to attend club meetings, the student must bring a progress report form to all of his/her teachers and have them:

1. Indicate what the student has done to improve his or her academic performance;
2. Current grade; and
3. Provide a teacher signature.

The student will bring the completed progress report to his/her counselor and the Principal to be signed.

Once it is documented that the student is passing all courses, the Principal will inform the club moderator that attendance can be restored.

### **Right to Amend**

Lourdes High School reserves the right to amend the Academics and Failing Grades. Notice of amendments will be sent to parents via common modes of parent communication.

## **RCS and MSHSL Sportsmanship Rules**

- Respect the American flag and the National Anthem.
- Spectators must wear clothing that covers the entire torso. Those who do not comply or who wear clothing that is vulgar, obscene or that in some other way inappropriate, as determined by school/tournament personnel, will be removed from the arena/stadium if they do not cooperate with this behavior expectation.
- The use of appropriate language is expected at all times. Profanity, negative chants, booing, trash talk, name calling, personal attacks or other acts of disrespect are unacceptable and must be immediately addressed by school/tournament administrators.
- Respect the game/contest. Under no condition shall anyone other than the members of the official squad enter the playing surface. No one may interfere with the contest in any way.
- Hand held signs, which do not obstruct the view of others, will be permitted provided they are in good taste. Signs, message boards, "white" boards or other similar items contest/tournament officials deemed to be in poor taste will be removed.
- Artificial noisemakers (i.e. megaphones, cowbells, sirens, whistles, thunder sticks, and other similar items) are not allowed.
- Laser lights are strictly prohibited.

## **Athlete Ejections**

Players ejected will fall under the jurisdiction of those policies outlined by RCS and MSHSL.

## **Alcohol, Tobacco, and Controlled Substances**

*Do you not know that your body is a temple of the Holy Spirit, who is in you, whom you have received from God? Therefore honor God with your body. Corinthians 6:19-20*

***The Activities Department will follow the guidelines set forth in the student handbook. Coaches may have rules in addition to the following guidelines.***

**Below are minimum consequences for Alcohol and Drug Offenses. Nothing contained in the consequences below is intended to prohibit the Dean of Students from dismissing a student from Rochester Catholic Schools for a first violation, based upon mitigating circumstances outlined above.**

At any time during the calendar year, a student shall not, regardless of the quantity:

- Use or consume, have in possession a beverage containing alcohol;
- Use or consume, have in possession tobacco;
- Use or consume, have in possession, buy, sell or give away any other controlled substance or drug paraphernalia
- Use or consume, have in possession, buy, sell or give away products containing or products used to deliver nicotine, tobacco products and other chemicals.

“Tobacco products” means: any product containing, made, or derived from tobacco that is intended for human consumption, whether chewed, smoked, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, or any component, part or accessory of a tobacco product. All E-Cigarettes, Vapes, Juuls or look-a-likes would also be included

- Use or consume, have in possession, buy, sell or give away any substance or product where the intent of such use of the substance or product is to induce intoxication, excitement, or stupefaction of the central nervous system, except under the direction and supervision of a medical doctor. Such substances or products shall include, but are not limited to, synthetic drugs, gasoline, glue, aerosol devices, bath salts, and any substances addressed by Minnesota or Federal Law.

### **Penalties for Category I Activities**

Those League-sponsored activities in which a member school has a schedule of interscholastic contests, exclusive of League-sponsored tournaments (*Athletic Activities and Fine Arts Activities, including Debate and Speech Activities including One Act Play - when a school schedules a season of interscholastic contests.*)

- **First Violation Penalty** The student shall lose eligibility for the next two consecutive interscholastic contests or two weeks, 14 calendar days, whichever is greater, of a season in which the student is a participant.
  - *Chemical Abuse* - RCS shall administer Level 6 Behavioral Response. (See *LHS Student Handbook*).
  - *Tobacco Abuse* - RCS shall administer Level 5 Behavioral Response. (See *LHS Student Handbook*).
- **Second Violation Penalty** The student shall lose eligibility for the next six consecutive interscholastic contests or three weeks, 21 calendar days, whichever is greater, in which the student is a participant.
  - *Chemical Abuse* - RCS shall administer Level 7 Behavioral Response. (See *LHS Student Handbook*).
  - *Tobacco Abuse* - RCS shall administer Level 6 Behavioral Response and is encouraged to enroll in a tobacco cessation course approved by the administration. (See *LHS Student Handbook*).
- **Third or Subsequent Violation Penalty**  
The student shall lose eligibility for the next 12 consecutive interscholastic contests or four weeks, 28 calendar days, whichever is greater, in which the student is a participant.
  - *Tobacco Abuse* - RCS shall administer an extended Level 6 Behavioral Response (two-day out-of-school suspension) while the student's continued enrollment at LHS is considered. The student must enter into and sign a behavioral contract before the student will receive readmission into LHS. (See *LHS Student Handbook*).

### **Applying the Penalty**

- Penalties shall be progressive beginning with the student's first violation and continuing throughout the student's high school career. Penalties shall be served consecutively.
- Violation Confirmation Definition: The violation shall be confirmed when the administrator responsible for the athletics/activities program has informed the student that the student has violated a bylaw and is now under the penalty. The notification shall be verbal and also in writing.
- Counting Weeks:
  - The weeks shall begin on the date that the violation is confirmed by the school administrator and extend for the required number of calendar days.
  - For the purpose of this bylaw, a week is seven calendar days. The week starts the date the violation is confirmed and the student/student's parents or guardians are notified.
  - At the beginning of the season, practice and conditioning weeks are counted.
  - The student must participate in and complete the entire season in which the penalty has been applied for the penalty to count. As examples: a student cannot begin participation in a program at the start of the season, serve the penalty and then quit after the suspension has been served; nor can a student join a program after the season has begun, and serve the penalty.
  - A student who is under penalty for a violation of a League bylaw may not join a second sport in the same season in order to fulfill a penalty.
    - Practices, jamborees, inter-school scrimmages and previews are not interscholastic contests and may not be counted, however, the student is eligible to participate.
    - A student who participates in both Category I and Category II activities shall serve the penalty prescribed for that violation in both Category I and Category II activities in which the student participates.
    - Denial Disqualification: A student shall be disqualified from all interscholastic athletics for nine additional weeks beyond the student's original period of ineligibility when the student denies violation of the rule, is allowed to participate and then is subsequently found guilty of the violation.

### **Penalties for Category II Activities**

Those League-sponsored activities in which a member school does not have a schedule of interscholastic contests, exclusive of League-sponsored tournaments (*Fine Arts Activities, Speech activities including One Act Play when a school schedules no interscholastic contests and participates only in the League-sponsored tournament series, Music Activities, Visual Arts Activities*)

Each member school shall develop penalties which it will apply to the participants in these activities. A copy of the member school's policy shall be filed in the principal's office.

### **Self Report Policy**

Students have 48 hours to report any chemical, drug or alcohol violation in person to Rochester Catholic Schools personnel. If this occurs, the Activities Director may reduce the consequence.

### **Anti-Bullying Policy (Rochester Catholic Schools Policy # 1055)**

**Preamble:** Created in the image and likeness of God, each child shares a fundamental human dignity. A Catholic school provides an environment dedicated to protecting and fostering the development of that dignity. The school helps children learn how to exercise their God-given freedom responsibly, with the goal that good choices become good habits, that is, virtues. The highest virtue is charity, which God both requires and makes possible. "Here is my commandment," says Jesus, "that you love one another as I have loved you" (John 13:34). As bearers of the divine image, members of the school community deserve care and respect from all. At times expectations of respect are not met, and reconciliation and restitution are needed. The following policy and procedures are meant to serve as a resource to assist with consistency and clarity.

**Policy:** Rochester Catholic Schools (RCS) expressly prohibits bullying in all forms, either by an individual or group of aggressors. RCS will respond to all bullying, including cyber-bullying, that occurs inside or outside of the school setting if it creates a hostile environment at school for the Targeted Individual, infringes on the rights of the Targeted Individual at school, or substantially disrupts the Targeted Individual's education or the orderly operation of the school. This includes acts of bullying that use technology or an electronic device that is not owned, leased or used by RCS if the bullying behavior materially and substantially disrupts the education process or the orderly operation of the school as stated above.

**PROCEDURE:** RCS believes that developing a culture where the dignity of the human person is honored at all times is the most effective way of preventing instances of bullying among students. As a result, RCS believes each stakeholder group within our community bears certain responsibilities in accomplishing this vision. These responsibilities are as follows:

#### **RCS staff is expected to:**

- Foster in our students positive self-concept, self-respect, and respect for others.
- Demonstrate by example the high standards of personal and social behavior we expect of our students.

- Discuss bullying with all classes, so that every student learns about the damage it causes to both the individual who is targeted and to the individual or group exhibiting bullying behavior or language and the importance of telling a teacher about bullying when it happens.
- Be alert to signs of distress and other possible indications of bullying.
- Listen to children who have been targeted, take what they say seriously and act to support and protect them.
- Report suspected cases of bullying to administration.
- Follow up any complaint by a parent about bullying, and report back promptly and fully on the action which has been taken.
- Intervene and deal with observed instances of bullying behavior and language promptly and effectively, in accordance with agreed procedures as set forth in the Olweus Bullying Prevention Program (OBPP).

*RCS students are expected to:*

- Refrain from becoming involved in any kind of bullying, even at the risk of incurring temporary unpopularity.
- Intervene to protect the individual who is being targeted, unless it is unsafe to do so.
- Report to a member of staff any witnessed or suspected instances of bullying, to dispel any climate of secrecy and help to prevent further instances.
- Follow the school wide anti-bullying rules:
  - Rule 1: We will not bully others
  - Rule 2: We will try to help students who are bullied
  - Rule 3: We will try to include students who are left out
  - Rule 4: If we know someone is being bullied, we will tell an adult at school and an adult at home

*RCS parents are expected to:*

- Educate their children of the implications of bullying, both for the children who are targeted and for the aggressors themselves.
- Watch for signs of distress or unusual behavior in their children, which might be evidence of bullying.
- Advise their children to report any bullying to administration and explain the implications of allowing the bullying to continue unchecked, for themselves and for other students.
- Advise their children not to retaliate to any forms of bullying.
- Be sympathetic and supportive towards their children, and reassuring them that appropriate action will be taken.
- Keep a written record of any reported instances of bullying.
- Inform the school of any suspected bullying, even if their children are not involved, in a timely manner.
- Cooperate with the school, if their children are accused of bullying, try to ascertain the truth.

RCS expects all members of the school community to:

- Work together to combat and, hopefully in time, to eradicate bullying.

**Prevention:** RCS will use some or all of the following to help raise awareness of and prevent bullying. As and when appropriate, these may include:

- All RCS staff will receive initial Olweus Bullying Prevention Program training followed by ongoing professional development geared towards supporting a bullying-free school environment. At the discretion of the school administrator, volunteers who have significant contact with students, may also receive training.
- Training will be required of new RCS staff each year and will be provided by trained members of the RCS Bullying Prevention Coordinating Committee (BPCC). Updated training will be provided to BPCC members annually via Olweus Bullying Prevention Program consultants. Yearly anti-bullying kickoff assemblies
- Anti-bullying rules are posted in every classroom and in the hallway
- Weekly class meetings where students have the opportunity to discuss bullying related topics
- A bullying survey is distributed to all RCS students in grades 3-12 every year in order to gain more information about each school's problem areas, population, etc.

**Reporting:** Any staff or volunteer who has witnessed or who become aware of any instance of bullying or retaliation must report the act to the school administrator. Any student or parent/guardian of a student is strongly encouraged to report all acts of bullying. Reports can be made to the student's teacher, who must then report it to the school administrator. Anyone with general questions or concerns about bullying or the RCS Anti-Bullying Policy should address those questions or concerns to their local school administrator. Reports may be made confidentially when requested. Reports may be made anonymously. The anonymous nature of the report may make it difficult to investigate or corroborate the alleged bullying. No disciplinary action may be taken against an individual solely on the basis of an anonymous report. Deliberately false accusations of bullying are absolutely prohibited and may result in discipline in accordance with the school's discipline policy.

**Response and Investigation:** RCS and its administration retain the sole discretion to determine whether bullying has occurred and what the response should be. An individual who violates this policy by exhibiting behavior deemed by the school administration to be considered as bullying per the definitions of such activities as outlined in this policy, shall be subject to disciplinary action in accordance with the school's disciplinary policies and procedures which may include detention, suspension and expulsion from school. Any individual who retaliates against another individual for reporting bullying shall be subject to disciplinary action in accordance with the school's disciplinary policies and procedures which may include detention, suspension and expulsion from school. RCS takes seriously all reports of bullying. Upon receipt of a report of bullying the school administrator or their designee will:

- Assess the reported concerns of bullying and evaluate the immediacy of response;
- Determine if isolation or removal of any individual(s) involved is warranted while an investigation is being conducted;
- Conduct an investigation within two school days of the report of bullying if the Targeted Individual's safety, or their perception of their safety, is determined not to be at immediate risk. Due to unforeseen circumstances, if two school days is not a feasible time by which to conduct an investigation, the Targeted Individual must be provided a timeline that communicates when the investigation will take place. School administration reserves the sole discretion to determine the scope and adequacy of the investigation. Depending on the circumstances, the school's response may include, but are not limited to:
  - taking appropriate disciplinary and remedial action in accordance with the policies and procedures outlined in the school's student handbook;
  - notifying the parents or guardians of the Aggressor of the determination;
  - notifying the parents or guardians of the Targeted Individual, the Aggressor, and any other affected persons about available community resources such as Social Services, family service worker, social worker, counselor, Catholic Charities;
  - development and implementation of safety or supervision plans;
  - reporting incidents to law enforcement if appropriate.

Records will be kept of all incidents that required adult intervention including a summative description of the behavior involved includes the response, action and consequences administered as a result of the investigation. Anyone with questions about the investigation should direct those questions to the school administrator. In order to protect the privacy rights of the students involved, the school administration may report information to parents solely about their own child. Information about discipline, consequences, or services pertaining to any other child cannot be communicated. Consultation with the RCS Director of Schools shall take place in all instances of bullying where consequences warrant the possible suspension or expulsion of the Aggressor(s) before any final decision is reached.

**Publication and Notice:** RCS will make this policy and procedure available to all staff and stakeholders via the RCS Policy and Procedures Manual located on the RCS website. The RCS Anti-Bullying Policy may be referenced or included in its entirety in each school's student handbook.

**Monitoring and Review:** The RCS BPCC Chairs will review the policy annually and make recommendations to the RCS administrative team and the RCS Policy Committee of the Board of Trustees.

**Definitions:** For the purpose of this Policy the following definitions shall apply, whenever the term "Bullying" is used to denote either Bullying or Cyber-Bullying. "Aggressor" means an individual who engages in Bullying or Retaliation.



*“Bullying”* is any intentional unwanted aggressive behavior(s) by any individual or group of individuals that involves an observed or perceived power imbalance and is repeated multiple times or is highly likely to be repeated, or is a serious hurtful behavior that has happened once. Bullying may inflict harm or distress on the Targeted Individual including physical, psychological, social, emotional or educational harm. An individual person can be a perpetrator, a victim, or both. Bullying can occur in-person and through technology.

A behavior may be classified as bullying if it:

- causes physical harm or emotional harm that results in clearly identifiable physical symptoms to the Targeted Individual or places the Targeted Individual in reasonable fear of such harm;
- causes damage to the Targeted Individual’s personal property or school-owned property that has been entrusted or assigned to the Targeted Individual;
- places the Targeted Individual in reasonable fear of harm to him/herself, or of damage to his/her property;
- creates a Hostile Environment at school for the Targeted Individual;
- infringes on the rights of the Targeted Individual at school, including defamation and invasion of privacy; or
- materially and substantially disrupts the education process or the orderly operation of a school.

Examples of bullying may include, but are not limited to:

- Physical violence such as hitting, pushing or spitting at another student/person.
- Interfering with another person’s property, by stealing, hiding or damaging it.
- Using offensive names when addressing another person.
- Teasing or spreading rumors about another person or his/her family.
- Belittling another person’s abilities and achievements.
- Writing offensive notes or graffiti about another person.
- Intentionally excluding another person from a group activity.
- Ridiculing another person’s appearance, way of speaking or personal mannerisms.
- Misusing technology (Internet or mobile devices) to hurt or humiliate another person.

*“Cyber-Bullying”* means Bullying through the use of technology or any electronic communication, which shall include, but shall not be limited to, any transfer of signs, signals, writing, images, sounds, photographs, data or intelligence of any nature, including a post on a social network, Internet Web site or forum, transmitted through a computer, cell phone, or other electronic device.

*“Hostile Environment”* means a situation in which Bullying causes the school environment to be permeated with intimidation, isolation/exclusion, ridicule or insult that is sufficiently severe or pervasive to materially and substantially alter the conditions of the Targeted Individual’s education.

*“Retaliation”* means any form of intimidation, reprisal, or harassment directed against any person who reports Bullying, provides information during an investigation of Bullying, or witnesses or has reliable information about Bullying.

*“School Grounds”* means property on which a school building or facility is located or property that is owned, leased or used by a school for a school-sponsored activity, function, program, instruction or training.

*“Staff”* includes, but is not limited to, educators, faculty, administrators, counselors, school nurses, cafeteria workers, custodians, bus drivers, athletics coaches, advisors to extracurricular activities, support staff, and paraprofessionals.

*“Targeted Individual”* is a person against whom Bullying or Retaliation has been perpetrated.

*“Technology”* includes all hardware, software, systems, applications and networks not limited to those owned and operated solely by RCS.

**Under the guidelines of the student handbook of RCS, the Activities Department has the right to investigate and take action against any athlete who violates, or appears to violate MSHSL, school, department or team rules.**

***No discipline seems pleasant at the time, but painful. Later on, however, it produces a harvest of righteousness and peace for those who have been trained by it. Therefore, strengthen your feeble arms and weak knees. Hebrews 12:11-13***

## **Code of Ethics for Coaches**

### **Statement of Philosophy**

The Minnesota State High School League has established policies and standards which will cultivate the ideals of good sportsmanship. It is the responsibility of RCS to ensure that all coaches and volunteers directly associated with the interscholastic program conduct themselves in a sportsmanlike manner. The coach is an official representative of the school at interscholastic athletic activities. It is the responsibility of the head and assistant coaches to serve as role models for students and the public.

### **Code of Ethics**

A coach will be in violation of the standards for good sports established by the Minnesota State High School League by:

- Making degrading/critical remarks about officials during or after a contest either on the field of play, from the bench, through any public news media, social media or other electronic media;
- Arguing with officials or goes through motions indicating dislike/disdain for a decision;
- Detaining the officials following the contest to request a ruling or explanation of actions taken by the official; or

- Being ejected from any contest.

### **Actions and Response**

Negative actions by a coach shall be reported to the League by RCS and by the head contest official. RCS shall document the results of their investigation and actions taken, where necessary and appropriate. Penalties for violation of these standards may include, but are not limited to, reprimand, censure, fines, or other actions as deemed appropriate by the Board of Directors.

### **Commentary**

It is within each individual's ability to treat others with dignity and respect. The League and RCS expects each individual to assure the responsibility for their actions.

### **Parent-Coach Relationship Expectations**

Both parenting and coaching are very difficult jobs. By establishing an understanding between coaches and parents, both are better able to accept the actions of the other and provide a more positive experience for everyone, especially the student-athlete. Parents have the right to know and understand the expectations placed on them and their child. Coaches have the right to know that if parents have a concern, that they will discuss it with the coach in an adult way at the appropriate time and place.

### **Appropriate concerns to discuss with a coach:**

1. The mental and physical treatment of your child
2. What your child needs to do to improve
3. Concerns about your child's behavior

### **Issues not appropriate for discussion with a coach:**

1. How much playing time each athlete is getting
2. Team strategy
3. Play calling
4. Any situation that deals with other student-athletes

### **If you have a concern to discuss with the coach:**

1. The player should talk to the coach first. A mature and open conversation between player and coach can have great benefits.
2. If a resolution is not reached, the parent should talk to the coach. Please do not attempt to meet with a coach before or after a contest or practice.
3. Call and set up an appointment with the coach.
4. If the meeting with the coach does not resolve the concern, contact Activities Director at 507-289-3991.

### **What parents should expect from our coaches:**

1. Reinforce and support the values taught in the home and by RCS
2. Emphasize the importance of academics

3. Treat players with respect
4. Keep in mind other activities when planning practices
5. Teach, enforce and model sportsmanship
6. Encourage athletes to participate in other sports and school activities
7. Respond within 24 hours to all reasonable questions
8. Play as many players as possible
9. Respect for family time

**What RCS coaches expect from parents:**

1. Be supportive of coaches in discussions with players
2. Encourage student-athletes to be on time and do their best
3. Make sure students are on a healthy diet and getting proper rest
4. When contacting a coach do so at a reasonable time & situation
5. Realize positions on a team can't be bought in any way
6. Be willing to support the team with time and talent
7. Be supportive at games – don't yell at the players – even your own – and let the coaches coach
8. Respect our opponents and the officials who work the games
9. Help your child learn that there are many roles on a team and that success means improvement with a positive attitude

**RCS in planning effort will try not to schedule events on the following dates:**

1. New Year's Day
2. Good Friday
3. Spring Break
4. Thanksgiving Day
5. Christmas Eve and Day
6. Election Days

**Inclement Weather:** Bad weather may cause the cancellation of practices or games. When school is in session, cancellations will be read over the intercom. The Rochester Catholic Schools website will also indicate any weather related cancellations of games. In the case of inclement weather we will work to create an indoor schedule so that all teams may have the opportunity to practice. Varsity teams will have first priority.

**Athletic Insurance:**

All participants in athletics must have some type of family health/accident insurance coverage. Persons not covered under family insurance understand that there is no school insurance to provide protection to their child during any phase of his/her participation in athletics.

**Transportation**

All students are required to ride the buses to and from all athletic/activities events and a departure from this requirement will release Rochester Catholic Schools from liability for any adverse results that may occur. Students **CANNOT** drive themselves to out of town school

sponsored events. To request an exception, the Travel Release Form must be completed and approved by the Activities Director 48-hours prior to the event.

## **Non School Participation**

### **During High School Season:**

- A student who is a member of a high school team may not participate as an individual competitor or as a member of a non-school team in the same sport during the high school season. Participation is defined as practice, training, scrimmaging, tryouts and competing.

#### ***Exceptions:***

- Baseball, softball and skiing
- A student who is cut or who elects to drop from the squad shall be permitted to play on a non-school team in that sport.
- Non-school training during the high school season for athletes who qualify as individual competitors to the state tournament (Cross Country Running, Girls' Gymnastics, Golf, Skiing, Swimming, Synchronized Swimming, Tennis, Track and Field, and Wrestling)
  - Lessons/Training: During the League high school season athletes may take lessons from professionals and other non-school coaches without limit as to where, when or who may provide the training. Athletes may not miss a high school practice, game, or meet to take a lesson or train for a non-school event. Athletes may take lessons/train with a non-school team/club during the high school season in the same sport;
  - Competition: Athletes may compete in non-school events/competitions that do not match the events in which athletes currently compete in high school competition.
- Students who have been eliminated from further participation in a League tournament series may participate on a non-school team or as an individual competitor in that sport.
- A student may receive training through private lessons from a person who is not a salaried or non-salaried member of the student's sophomore, B-squad, junior varsity or varsity high school coaching staff in that sport.
- Fees for non-school coaching or training must be provided by the student or the student's parent(s) or guardian(s) unless approved by the Board of Directors.

### **During the School Year, Prior To and Following the High School Sports Season:**

- A student may participate as an individual competitor or as a member of a non-school team provided that the student's participation is voluntary and not influenced or directed by a salaried or non-salaried member of the student's sophomore, B-squad, junior varsity or varsity high school coaching staff in that sport.
- Students may not use any type of high school uniform.
- A student may not receive coaching or training from a salaried or non-salaried member of the student's sophomore, B-squad, junior varsity or varsity high

school coaching staff in that sport. Power skating and indoor soccer are included in this limitation.

- A student may receive coaching or training including private lessons from a person who is not a salaried or non-salaried member of the student's sophomore, B-squad, junior varsity or varsity high school coaching staff in that sport.
- Fees and expenses for non-school coaching, training or private lessons must be provided by the student or the student's parent(s) or guardian(s) unless approved by the Board of Directors.
- Participation in Captains Practice: Captains Practice is primarily for the purpose of physical conditioning organized and conducted by the students. Students may participate in Captains Practice provided that salaried or non-salaried school personnel are not involved in any capacity. It is the responsibility of school officials to become aware of the preseason activities in their school district and to ensure that the spirit and intent of the League rules are observed.
- Participation in Open Gym: Open gym refers to the use of school facilities for recreational activities. Students may participate in open gym if all of the following conditions are met:
  - The school facilities are available for students to participate in a number of activities.
  - The recreational activities are open to all students.
  - There is no coaching of the skills and techniques of activities provided in the school interscholastic athletic program.
  - There is no requirement for students to attend open gym activities as a prerequisite for membership on a high school team.

## **College Signings**

Three times a year (December, February, April) Rochester Catholic Schools will hold a signing ceremony to honor those athletes that have signed to play athletics at the collegiate level. Signing ceremonies will recognize those athletes that are signing at the D1, D2, D3, NAIA.

## **Rochester Catholic Schools Head Coaches**

### **Fall Sports Head Coaches**

Girls/Boys Cross Country - Pete Gilman

Boys Soccer - Tom Kane

Boys Soccer - Sean Kane

Girls Soccer – Sarah Groven

Football - Mike Kesler

Cheerleading – Elizabeth Harris

Volleyball – Angie Severson

Girls Tennis - David Petengill

[pgilman@rcsmn.org](mailto:pgilman@rcsmn.org)

[tkane97599@gmail.com](mailto:tkane97599@gmail.com)

[seankane21@gmail.com](mailto:seankane21@gmail.com)

[sgroven@rcsmn.org](mailto:sgroven@rcsmn.org)

[coachkesler@rcsmn.org](mailto:coachkesler@rcsmn.org)

[eaharris@rcsmn.org](mailto:eaharris@rcsmn.org)

[aseverson@rcsmn.org](mailto:aseverson@rcsmn.org)

[davide\\_55@msn.com](mailto:davide_55@msn.com)

### **Winter Sports Head Coaches**

Girls Basketball – Aaron Berg  
Boys Basketball - Eric Larson  
Girls Hockey - Laura Vanelli  
Boys Hockey - Jeff True

[aberg@rcsmn.org](mailto:aberg@rcsmn.org)  
[elarson@rcsmn.org](mailto:elarson@rcsmn.org)  
[lavannelli@gmail.com](mailto:lavannelli@gmail.com)  
[jtrue@rcsmn.org](mailto:jtrue@rcsmn.org)

### **Spring Sports Head Coaches**

Girls Golf – Kevin Coughlin  
Boys Golf - Jeff True  
Boys Tennis – Steve Tacl  
Girls/Boys Track – Steve Strickland  
Baseball - Dave Jenson  
Softball - Becky Macken

[kcoughlin@rcsmn.com](mailto:kcoughlin@rcsmn.com)  
[jtrue@rcsmn.org](mailto:jtrue@rcsmn.org)  
[stacl@racmn.com](mailto:stacl@racmn.com)  
[sstrickland@rcsmn.org](mailto:sstrickland@rcsmn.org)  
[djenson@rcsmn.org](mailto:djenson@rcsmn.org)  
[bmacken@rcsmn.org](mailto:bmacken@rcsmn.org)

### **MSHSL Co-op**

Wrestling (Byron)  
Swimming/Diving (John Marshall)  
LaCrosse (John Marshall)

[ryan.radke@byron.k12.mn.us](mailto:ryan.radke@byron.k12.mn.us)  
[pbachman@rcsmn.org](mailto:pbachman@rcsmn.org)

### **Clubs**

Boys Alpine Skiing - Craig VanOrt  
Girls Alpine Skiing - Barb Soderberg  
Figure Skating  
Bowling

[cskibum55@aol.com](mailto:cskibum55@aol.com)  
[rhssst@hotmail.com](mailto:rhssst@hotmail.com)

### **Extra-Curricular Activities**

Art Club - Ms. Severson  
Debate - Ms. Averbek  
One Act Play - Mr. Schreiber  
Speech -Ms. Pyfferoen  
Visual Arts - Ms. Forsthoffer  
Marching Band - Mr. O'Connell, Mr. Krueger  
Center Street Singers - Mr. Fourniea  
Mock Trial - TBD  
Cultural Exchange Club - TBD  
Hi-Lighters - Mr. O'Connell  
Jazz Combo - Mr. O'Connell  
Drama Club - TBD  
Lego Robotics - Adam Mateske  
Math League - Mr. Lacine  
Science Club - Mr. Jenson  
Chess Club - Mr. Hanson  
Gaming Club - Mr. Sinn  
SADD - Ms. Pannell  
Winter Drumline - Mr. Krueger

[aseverson@rcsmn.org](mailto:aseverson@rcsmn.org)  
[eadams@rcsmn.org](mailto:eadams@rcsmn.org)  
[jschreiber@rcsmn.org](mailto:jschreiber@rcsmn.org)  
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[djenson@rcsmn.org](mailto:djenson@rcsmn.org)  
[zhanson@rcsmn.org](mailto:zhanson@rcsmn.org)  
[risinn@rcsmn.org](mailto:risinn@rcsmn.org)  
[mpannell@rcsmn.org](mailto:mpannell@rcsmn.org)  
[lkrueger@rcsmn.org](mailto:lkrueger@rcsmn.org)

### **Varsity Lettering**

Varsity Lettering criteria is established by each individual coach/director for their respective sport/activity. The athlete must be in good standing academically. Any athlete receiving a MSHSL and/or school violation during the season will be ineligible to receive a varsity letter during that season.

### **RCS Annual Student-Athlete Awards**

The Activities Department each year gives the following awards to student athletes. The Activities Director, along with input from the head coaches, makes the selections for the awards.

1. John Mason Award - Male Scholar Athlete
2. Ann Krebsbach Award - Female Scholar Athlete
3. Francis McGovern Award - Most Dedicated Athlete

### **RCS Annual Student Fine Arts Awards**

The Activities Department each year gives the following awards to students who participate in Fine Arts. The Activities Director, along with input from the Band and Choir Directors, makes the selections for the awards.

1. Music Student of the year
2. The Director's Award for Band
3. The Director's Award for Chorus
4. Gene Eiden Jazz Award
5. Kayla Koranda Music Award
6. Minnesota Music Educators Association All State

### **Funding**

Athletics and Activities are funded from the school budget and the activities department budget. The school budget pays coaches salaries. The activities budget is funded from gate receipts, activities fees, concessions, and fundraisers and pays for equipment, uniforms, transportation, officials, and awards.

### **Social Media Policy**

Rochester Catholic Schools ("RCS") use its official websites and social media network accounts to: conduct its business and ministries, promote its activities and advance student learning. The following is RCS' Social Media Policy. The absence of, or lack of explicit reference to a specific website, blog or social media networks does not limit the extent of the application of this policy. Where no explicit guidelines exist or no general principles seem to apply, employees should (i) use their professional judgment, (ii) take the most prudent action possible, and (iii) consult with administration if uncertain.



### **Social Media General Principles (applicable to the entire RCS community)**

These social media principles apply to all online and mobile platforms for sharing content and information, whether controlled by RCS or hosted by others, in which members of the RCS community engage in discussions or activities relating to RCS.

- All RCS branded social media accounts (pages, groups, etc.) must be administered by the RCS Department of Advancement.
- All use of social media must reflect the Christian ethics, values and teachings consistent with the mission and goals of RCS and the Roman Catholic Church.
- All use must be appropriate for promoting RCS' activities or enabling and advancing student learning and will treat all people with dignity and respect.
- Any person, organization, or group wishing to use any Rochester Catholic Schools name, logo, mascot, or school seal on a social media account must obtain written consent from the RCS Director of Schools or RCS Marketing and Communication Specialist. RCS reserves the right to withdraw such consent at any time and demand that its logos and images be removed from any website, blog or social media page or account that is deemed by RCS, in its sole discretion, to be inappropriate, and/or inconsistent with the mission of RCS and/or the Church.
- Under no circumstances should a blog or social media post disclose private information about students, other individuals, organizations, or groups. ‘

Inappropriate use will not be tolerated and may result in removal of posts, account suspension, account removal, or other appropriate legal remedy. Illegal activity will result in law enforcement notification, if necessary. RCS reserves the right to pursue any claims it may have at law or in equity due to violations of this policy.

### **Branding Guidelines**

Most simply put, a brand guide is a document that is set up to govern how a brand is communicated and visually represented. This is important because consistent brands have more impact on their users. Such brands are stronger, more user friendly, more valuable, and oftentimes, more credible.

A brand guide's main strength allows for multiple individuals to create marketing and design materials that look as though they were produced by one voice and vision. Rules are laid out so the subjective elements of design are removed, and an in-depth brand personality has been created to ensure all who work on this brand are invested in and dedicated to the well-being of this brand.

## **The Fight Song**

Onward Lourdes, Onward Lourdes  
Step up get in line  
Put the ball across the goal line  
Scores light up each time  
DO RAH RAH  
Onward Lourdes, Onward Lourdes  
Fight'em for your fame, Fight Eagles, fight  
And we will win this game!  
E-A-G-L-E-S  
Lourdes Eagles, Lourdes Eagles, Lourdes Eagles  
L-H-S  
**GO EAGLES!!!**

### **I have read and understand:**

- The RCS mission statement and values. I will work to follow through with these expectations.
- The academic eligibility expectations, and understand that failure to maintain academic excellence could result in probation or suspension for athletics and extracurricular activities and events.

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Signature

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Date