



Wolfpack Girls Lacrosse Player Handbook 2022

This handbook is for students and parents and presents the rules of participation in girls' lacrosse. *It is essential that student athletes and parents be thoroughly familiar with all rules and regulations governing athletic participation at Duluth East and Denfeld High Schools contained in this handbook.* Student athletes and parents are required to read and acknowledge receipt of this handbook before the beginning of each season. Participation in the athletic program is considered a privilege; Duluth East and Denfeld High Schools reserve the right to revoke the privilege if a student athlete or parent does not comply with the rules or behave in an acceptable manner.

Important Contacts

Varsity Coach Sarah Hurst	218-213-833
JV Coach Naomi Rogge	952-334-7332
Assistant Coach Paige Sanders	417-844-5962
Duluth Athletics Office	218-336-8845 (ext. 2145)

Websites

Club: www.duluthwolfpack.com

Facebook: Duluth Wolfpack Lacrosse

East Calendar: <http://www.eastgreyhounds.com/public/genie/121/school/121/>

East Activities Info: <https://www.isd709.org/duluth-east/activities-athletics>

Handbook Contents

This handbook contains documents from TWO sources:

- Governing Bodies - Minnesota isd 709 and Minnesota State High School League and East and Denfeld High Schools
- Lacrosse coaching staff

I. MN isd 709, MSHSL and East High School Documents. This information can also be found at:

<https://www.isd709.org/duluth-east/activities-athletics/activity-forms>

- A. 709 Student Conduct Regulations
- B. MSHSL Academic Eligibility
- C. District 709 Sexual Harassment Policy
- D. District 709 Hazing Policies
- E. Booster Club Policy
- F. Middle School Participation Policy
- G. Return to Play Procedures
- H. Attendance Policy
- I. Duluth East Athletics Student First Policies

II. Wolfpack Lacrosse Team Information

- A. Purpose and Objectives
- B. Registration and Fee
- C. Try-outs and Levels of Play
- D. Expectations of Players and Captains
- E. Expectations of Parents
- F. Lettering Policy, Banquet
- G. Signed Agreement Form

I. Rules and regulations from Minnesota Independent School District # 709, Minnesota State High School League (MSHSL) and Duluth East and Denfeld High Schools. All information under this heading is also published on the East HS activities website:

<https://www.isd709.org/duluth-east/activities-athletics/activity-forms>

A. Student Conduct: Responsibilities, Eligibility, Hazing and Social Media

STUDENT RESPONSIBILITY

- Students must serve a consequence in each activity in which they participate – MSHSL, Duluth High School Intramurals, Activities, and Fine Arts. Penalties may be served concurrently.
- Due Process including appeals procedure as defined in the MSHSL bylaw 213.02,8.

All penalties

1. Are in effect year-round (including summer and off-season.)
2. Carry over from school year to school year.
3. Carry over from sport/activity to sport/activity.
4. Are applied to MSHSL violations that occur anywhere and anytime.
5. Student fully agrees to fully cooperate in any investigation honestly and truthfully.

Determination and notification of violations

1. Any violation(s) of the MSHSL or ISD 709 policy known to a coach/advisor must be reported to the Activities Director and/or Principal in writing immediately upon learning of the violation.
2. The Principal and Activities Director are responsible for administering this policy and declaring a student ineligible. The Principal and Activities Director will conduct a thorough investigation prior to reporting findings in the case.
3. Written notification of a student's ineligibility and the reason for such should be provided to the parent, student, and the coach/advisor.
4. Serving a penalty: Students who are not in good standing due to suspension, expulsion, injury, illness, family vacations, etc are not able to be placed in a game, meet or contest and are therefore not able to count those contests toward the penalty).
5. A copy of this notification must be kept on file in the High School Activity Director's Office until the student graduates. All and any paperwork will be shredded immediately after the student no longer participates.

***MOOD-ALTERING CHEMICALS - Reference MSHSL Bylaw 205**

Twelve (12) months of the year, a student shall not at any time, regardless of the quantity: (1) use or consume, have in possession a beverage containing alcohol; (2) use or consume, have in possession tobacco; or, (3) use or consume, have in possession, buy, sell, or give away any other controlled substance or drug paraphernalia, (4) 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, (5) 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 substance 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.

Student Code of Responsibilities - Reference MSHSL Bylaw 206

As a student participating in my school's interscholastic activities, I understand and accept the following responsibilities:

1. *I will respect the rights and beliefs of others and will treat others with courtesy and consideration.*
2. *I will be fully responsible for my own actions and the consequences of my actions*
3. *I will respect the property of others.*
4. *I will respect and obey the rules of my school and the laws of my community, state and country.*
5. *I will show respect to those who are responsible for enforcing the rules of my school and the laws of my community, state and country.*

A student ejected from a contest shall be ineligible for the next regularly scheduled game or meet at that level of competition and all other games or meets in the interim at any level of competition, for the first ejection. All subsequent ejections shall

result in ineligibility for four (4) regularly scheduled games or meets. This suspension can be deemed longer or shorter based on the violation and is up to the discretion of the building principal.

SEXUAL/RACIAL/RELIGIOUS HARASSMENT / VIOLENCE and HAZING - Reference MSHSL Bylaw 209.00

A student shall not engage in the sexual, racial, religious harassment, violence or hazing during the school year or any portion of an activity season that occurs prior to the start of the school year or after the close of the school year.

Reporting Procedures:

1. Any person who believes he or she has been the victim of sexual, racial, religious harassment, violence or hazing or any person with knowledge or belief of conduct, which may constitute hazing, shall report the alleged acts immediately to an appropriate school district official designated by this policy.
2. The building principal is the person responsible for receiving reports of sexual, racial, religious harassment, violence or hazing at the building level. Any person may report hazing directly to a school district human rights officer or to the superintendent.
3. Teachers, administrators, officials, volunteers, and employees of the school district shall be particularly alert to possible situations, circumstances or events which might include sexual, racial, religious harassment, violence or hazing. Any such person who receives a report of, observes, or had other knowledge or belief of conduct, which may constitute sexual, racial, religious harassment, violence or hazing, shall inform the building principal immediately.
4. Submission of a good faith complaint or report of sexual, racial, religious harassment, violence or hazing will not affect the complainant or reporter's future employment, grades or work assignments.

Reprisal

The school district will discipline or take appropriate action against any student, teacher, administrator, volunteer, coach, official contractor or employee of the school district who retaliates against any person who makes a good faith report of alleged sexual, racial, religious harassment, violence or hazing or against any person who testifies, assists, or participates in an investigation, or against any person who testifies, assists or participates in a proceeding or hearing relating to such sexual, racial, religious harassment, violence or hazing. Retaliation includes, but is not limited to, any form of intimidation, reprisal or harassment.

FAIR HEARING PROCEDURE — The League Constitution provides a Fair Hearing Procedure for the student or parent contesting a school's determination of ineligibility for a student. The student has 10 calendar days in which to appeal the school's decision. The appeals process includes an appeal before a hearing panel at the school and the right, if desired, to appeal that decision to the League's Board of Directors. An independent hearing examiner will hear the appeal and make written findings of fact, conclusions and a recommendation for the Board of Directors following the hearing. The Board's decision shall be final. A complete listing of the Fair Hearing Procedure may be obtained from the athletic director or principal of the high school or on Web at www.mshsl.org in the Publications section.

First Offense

1. After confirmation of the first violation, the student shall lose eligibility for the next two (2) consecutive activities (performances, contest, events) or two (2) weeks of a season in which the student is a participant, whichever is greater **if the student athlete notifies the coach, AD, or school principal within 48 hours** (summer & off-season included) after the violation occurred. If the student athlete **does not notify their coach, AD, or Principal within 48 hours** after the violation the student shall lose eligibility for the next three (3) consecutive activities (performances, contest, events) or three (3) weeks of a season in which the student is a participant, whichever is greater. No exception is permitted for a student who becomes a participant in a treatment program.
2. The student shall make arrangements with the respective coach or advisor to establish a plan for reentry with the team or group.

A team/group/club, in conjunction with the coach/advisor as well as the knowledge and approval of the activities director and principal, may increase the severity of a penalty. The coach/advisor shall clearly communicate in writing any changes or additional consequences to the parents and students prior to the season.

Second Offense

- 1. After confirmation of the second violation, the student shall lose eligibility for the next six (6) consecutive interscholastic contests in which the student is a participant or three (3) weeks, whichever is greater if the student athlete notifies the coach, AD, or school principal within 48 hours (summer & off-season included) after the violation occurs. If the student athlete does not notify their coach, AD, or Principal within 48 hours the student shall lose eligibility for the next eight (8) consecutive activities (performances, contest, events) or four (4) weeks of a season in which the student is a participant, whichever is greater. No exception is permitted for a student who becomes a participant in a treatment program.**
2. The student shall make arrangements with the respective coach or advisor to establish a plan for reentry with the team or group.

Third Offense (and subsequent):

- 1. Student will be ineligible for 12 weeks for any elected or appointed positions and for all school-sponsored MSHSL athletic teams and activities.** 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. This bylaw is aligned with the MSHSL.
2. The student shall make arrangements with the respective coach or advisor to establish a plan for reentry with the team or group.
3. If after the third or subsequent violations, the student has been assessed to be chemically dependent and the student on her/his own volition becomes a participant in a chemical dependency program or treatment program, then the student may be certified for reinstatement in MSHSL activities after a minimum period of six (6) weeks. Such certification must be issued by the director or a counselor of a chemical dependency treatment center.

Penalties for Category II Activities and Clubs

Definition - 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. Includes Fine Arts Activities:

1. Speech, Debate, Drama, Knowledge Bowl, Robotics, and Math Team, and One Act Play
2. Music Activities.
3. Visual Arts Activities. Each member school shall develop penalties which it will apply to the participants in these activities.

Denial Disqualification: A student shall be disqualified from all interscholastic athletics for nine (9) 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.

I understand that this policy works in conjunction with the MSHSL policy and will supersede the State League's policy. There also may be other ramifications due to the violation, some being, but not limited to: consideration being eliminated for All Conference, Team Awards, and School Awards.

A. Academic Eligibility -

At the conclusion of each grading period, a student cannot have an F on report card and must not have a "U" in conduct given by the administration. If a student receives an F on report card, the student is ineligible as described below. Students must be making progress towards graduation. No "F" for a grade period or final grade for a class.

B. Ineligibility Status -

Report card issuance day is the Monday starting the second week of the marking period. Ineligibility is described as a period of time in which the student **may practice but not participate in activities/games/contests**. Grades will be reviewed the Friday of the fourth week of the marking period.

- The student must have no F's and no administrative "U" in conduct on that day to gain eligibility.
- For **consecutive grade period violations**, a student is **ineligible** to participate until the issuance of the next report card.
- Ineligibility is described as a time the student may continue to practice but may not participate in varsity games or contests.
- If an "F" is changed to a passing grade, the student can become eligible immediately

Note: A student who fails a class during the fourth grading period, but passes the class for the semester, will be ineligible in the fall. NEW - fall of 2019, students may no longer take summer school to regain eligibility from a class failed in the spring. Term grades only count when considering penalties.

Credit Eligibility

At the conclusion of the first semester and end of the school year, students must be making satisfactory progress toward graduation based on the credit schedule listed below. If a student falls below the credit requirements, they may be deemed ineligible for a period of time as determined by the building principal.

1. Incoming 10th grader (sophomore) – 5.25 credits, 8.0 credits at semester
2. Incoming 11th grader (junior) – 11.25 credits, 13.75 credits at semester
3. Incoming 12th grader (senior) – 16.50 credits, 19.00 credits at semester
4. 22.25 credits needed to graduate in 2018; 22.50 credits to graduate in 2019 and beyond
5. Have not dropped out of school or repeated a grade while in high school and will not participate in more than six (6) seasons in any sport in grades 7-12
6. Will not have turned 20 before the start of the season in which I participate.

Less Than A Normal Course Load

All students must be fully enrolled (as defined by the Minnesota Department of Education) – minimum of four classes and one study hall. This includes students enrolled in PSEO classes. Students must be on track to meet the school's graduation requirements in six years (12 consecutive semesters) beginning with the first day of attendance in the 7th grade.

Special Education Programs

These rules are applicable to students enrolled in Special Education programs; exceptions, with regard to academic performance and conduct, would be noted in the student's Individual Education Plan (IEP). An IEP cannot make exceptions to established academic standards.

ISD 709 Alternative Learning Center (ALC)

Students fully enrolled in ALC may participate at East or Denfeld where their attendance area resides.

Administrative Prerogative

The Principal reserves the right to declare a student eligible or ineligible for any appropriate period.

Home School Eligibility is based on State Statute

- Student must reside in the school's home attendance area (Ie - Denfeld or East)
- Home school must be registered with ISD 709

Online Eligibility

- Students enrolled in an online school like Academic Excellence Online (Duluth Public Schools) or Minnesota Virtual Academy (MNVA), are fully eligible at either East or Denfeld - where their attendance area resides.
- If a student enrolls at an online charter school (Minnesota Transitions/Connections Academy) then that student is eligible to participate at that charter school.
- Not all online schools are created equally in the eyes of the MSHSL. Contact the activities director at East or Denfeld if you have any questions.

Cooperative Agreements

It is School District policy that ISD709 does not participate in cooperative agreements with charter or private schools. This is a decision by the school board.

- We do not offer cooperative sponsorships or articulation agreements with private or charter schools, they would take opportunities to participate away from our own students.
- Students enrolled at other schools would be eligible at their own school, or if they co-oped with another MSHSL school.
- This includes students from; Edison, Lakeview Christian Academy, Holy Rosary (and other parochial schools), Catholic High School, Harbor City, Online Charter Schools, and Montessori etc. Students from these schools are eligible at their school only, not Denfeld or East

Sportsmanship: The fans at our games and events are responsible for the reputation East High School has in the community, thus each student needs to understand that attending a game or event is an extension of attending East High School. We ask that you abide by the rules and guidelines set forth by the Minnesota State High School League and Duluth East High School. ***Attending games is not a right, it is a privilege!***

- Respect our flag and National Anthem.
- Use Appropriate Language: No profanity, negative chants, booing, trash talking, or name-calling.

- Respect Everyone – Treat each person the way you would want to be treated, personal attacks and taunting are unacceptable.
- Respect the Game – Do not interfere with it.
- No Signs, Flags or Noisemakers.

Hazing

Hazing means committing an act against a student, or coercing a student into committing an act, that creates a substantial risk of harm to a person, in order for the student to be initiated into or affiliated with a student organization, or for any other purpose.

Coaches & Captains will make sure that the team does not engage in the following:

1. Initiation rites that includes face-painting or unusual costumes
2. Any physical activities (paddling, blindfolds, obstacle courses, etc.)
3. Any public activities that would embarrass or single out a member. (singing in a restaurant, standing on a street corner waving at cars, making purchases which may embarrass the individual)
4. Any activity that involves putting up signs or toilet paper on any buildings or homes or anything in a yard.
5. Any activity that separates team members and treat them in an embarrassing way.

Social Media

As a student in the **Duluth Public Schools**, you are expected to follow the student handbook guidelines, even though an event may happen off school property or after school hours.

Social network sites, other digital platforms (including cell phones) and distribution mechanisms that facilitate students communicating with other students are considered “Social Networking” platforms. Participation in such networks has both positive appeal and potentially negative consequences. It is important that as a student in the **Duluth Public Schools**, you are aware of these consequences and exercise appropriate caution if they choose to participate.

Students are not restricted from using any online social network sites and/or digital platforms. However, users must understand that any content they make public via online social networks or digital platforms is expected to follow acceptable social behaviors and to comply with federal, state and local laws, as well as your Student Handbook. As a student in the **Duluth Public Schools**, you must be aware of your Student Handbook regulations and expectations of our said extracurricular programs. Ignorance of these regulations does not excuse students from adhering to them.

Guidelines for Students Using Social Media:

These guidelines are intended to provide a framework for students to conduct themselves safely and responsibly in an online environment. As a student and athlete in the Duluth Public Schools you should:

1. Be careful with how much and what kind of identifying information you post on social networking sites. Virtually anyone with an email address can access your personal page. It is unwise to make available information such as a full date of birth, social security number, address, phone number, cell phone numbers, class schedules, bank account information, or details about your daily routine. All of these can facilitate identity theft or stalking. Social Media sites provide numerous privacy settings for information contained in its pages. Use these settings to protect private information. However, once posted, remember the information becomes property of the website and public record.
2. Be aware that community members, family and potential current and future employers and college admissions offices often access information you place on online social networking sites. You should think about any information you post on sites or similar directories that potentially portrays an image of you to a prospective employer or school. The information is considered public information. Protect yourself by maintaining a self-image that you can be proud of years from now.
3. Be careful in responding to unsolicited emails asking for passwords or PIN numbers. Reputable businesses do not ask for this information in emails.
4. Don't have a false sense of security about your rights to freedom of speech when using Social Media. Understand that freedom of speech is not unlimited. The online social network sites are NOT a place where you can say and do whatever you want without repercussions or personal accountability.
5. Remember photos once put on the social network site's server become their property and public record. You may delete the photo from your profile but it still stays on their server. Internet search engines like “Google” or “Yahoo” may still find that image long after you have deleted it from your profile. Think long and hard about what type of photo you want to represent you.

6. Whoever is the “adult” (over 18) responsible for the contracts, computers, phone lines, etc...is liable (civil and criminal) for your actions as a minor as well.

Things students should avoid when using Social Media:

1. Derogatory language or remarks about our students, teammates, school personnel and our community at-large; as well as, teachers, or coaches; student-athletes, administrators or representatives of other schools.
2. Demeaning statements about or threats to any third party- (Including support of demeaning statements and threats.) Don't respond to these.
3. Distribution and possession of unauthorized videos and photos or statements depicting violence; hazing; sexual harassment and content; vandalism, stalking; underage drinking, selling, possessing, or using controlled substances; or any other inappropriate behaviors.
4. Creating a serious danger to the safety of another person or making a credible threat of serious physical or emotional injury to another person.
5. Indicating knowledge of an unreported felonies, crimes, thefts or damage to property or unethical behavior.
6. Indicating knowledge of an unreported school or team violation—regardless if the violation was unintentional or intentional.
 - One of the biggest lessons social network users can learn is that anything you post online enters the public record. You never know who may be looking and when.
 - Students, Parents and Guardians, let it be known that any students in violation of said conduct is subject to consequences to be determined by the Administration, Principal and/or Activities Director.
 - The Minnesota State High School League Student Code of Responsibilities, Bylaw 206.00, is applicable and relevant in all student related issues and concerns in such matters.

DULUTH EAST LETTERING POLICY

1. Participate in a particular number of games.
2. Member of the tournament/Section team.
3. Coaching staff decision for any athletes that are unable to play due to injury, suspension/ineligibility or other circumstances.

Note: Any athlete who quits the team at any point in the season will not letter under any circumstances.

ACADEMICS

1. 100 % attendance is required for all classes with the exception of travel days. That includes the day after road games/contests.
2. Academic success is expected and part of being in this program.
3. Players need to be in class, on time, every day.
4. **Players need to be at school for the last two hours of the school day to be eligible for game play on a game day.**
5. Players are eligible with excused absences (doctor's appointment) on game days.
6. We will get home late from some road games. The expectation is that ALL players are in class during 1st hour the next day.
7. If you are at school, but do not come to practices, don't expect to play in games.
8. *Middle school athletes participating at the High School level need parent permission to leave school in accordance with school policy.*

Attendance:

- Student Athletes must attend class following a road game or trip; if a team gets home late the coach should give them the following day's practice off.
- If a student has been excused for an all-day absence and it is not a school related absence, the student may not participate in any after school activity that day.
- If a student comes to school in the morning and then is excused for the rest of the day due to an illness or an unexcused absence, the student may not participate in any after school activity that day.
- Students must be in attendance the last two hours of the day in order to participate in games or practice. Special circumstances must be cleared with the activities office prior to the event.
- Student athletes that violate the district participation attendance policy can be subject to multiple game penalties.

Middle school athletes participating at the High School level need parent permission to leave school in accordance with school policy

DULUTH PUBLIC SCHOOLS RETURN TO PLAY PROCEDURE:

1. Coach/Certified Athletic Trainer evaluates and assesses the injury.
2. If, after the initial evaluation, the injury seems minor and the athlete wants to return to participation, there several criteria and functional tests that will help assess the athlete's physical ability to return: *The injured athlete should have nearly full strength of the uninjured side. The injured athlete has complete range of motion of the affected body part. The injured athlete should have NO significant swelling or fever in the affected body part. The injured athlete should have NO significant pain in the injured area. The injured athlete should be able to perform a series of tests which will test his/her ability to participate in the activity. If there is any concern about an injury, DO NOT return a student to play. Refer the injured athlete to the Certified Athletic Trainer or Doctor.*
3. Coach/Certified Athletic Trainer will immediately contact parents in the event of a significant injury.
4. If a PLAYER gets injured and they go to the doctor or professional **they must** be cleared to play by filling out the "resume participation" form by their doctor. The district "return to play" form must be used. Coaches will not accept a handwritten note, or a note from a family friend or parent that is a doctor. The note must come from their primary doctor or the doctor that oversaw the student athlete.

NOTES:

- Injuries and sickness must be reported to coaches and trainers immediately by parents and players. Failure to do so could result in additional missed games or practices.
- The coach, in conjunction with the Certified Athletic Trainer, is responsible for making the "return to play" determination. The Certified Athletic Trainer (Jennie Koelling Jennie.Koelling@essentiahealth.org or 218-393-3709) will read and evaluate the "return to play" form and make a determination to which activities student athletes can participate in.
- If the Certified Athletic Trainer is not present, the coach must make a determination to the best of their ability. Coaches are instructed to always error on the side safety; this directive comes from the MSHSL and is directly tied to reducing the chance for re-injury.
- No form = No play
- Injured players will not be permitted to drive. Coaches will contact parents, parents will arrange for transportation.
- The return to play form should be handed in 24 hours prior to a game or practice. The Coach, Certified Athletic Trainer, and AD should all participate in this process.
- Fundamental reminder about this rule
It has always been the ultimate responsibility of the coaching staff, in all sports, to ensure that players are allowed to compete in practice or contests only if they are physically capable of doing so. Coaches are responsible for determining playing time, this protocol does not supersede that responsibility. The "return to play" form can be found in the activities office, trainer's room, or online.

ILLNESS

- Students must be in attendance at school at least **two hours** (end of the day) in order to PRACTICE or participate in GAMES.
- However, *if a student is at a medical appointment a note can be brought in to excuse the student/athlete from the two-hour minimum rule.*
- *This note must be shown to the Activities Director or Coach in advance, and must be signed by the doctor, dentist, or be a family emergency.*
- Students who are excused for a school sponsored event Leave School Pass may practice or play, on presentation of the permit to their coach or advisor.
- A student who has been suspended either in school or out of school may NOT participate in practices/contests and /or scheduled activities during the time of suspension.

LINE OF COMMUNICATION ISD #709 EXTRACURRICULAR CONFERENCE PROCESS

24 Hour Rule- Individuals who are upset must wait until 24 hours after a game to bring up a complaint. This allows individuals time to think with a level head and take the emotion out of the situation, this will result in a more effective and productive conversation.

INTRODUCTION - The ISD # 709 Extracurricular Conference Process has been developed for the purposes of establishing and maintaining the lines of communication between the school, parents/guardians, and students for the resolution of concerns related to the athletic/activity programs. This process is a means by which concerns/problems about the IDS #709 extracurricular programs can be resolved. Any deviation from this plan will result in the expiration of the process.

Level I - Verbal

If a student and/or parent have a concern about an athletic program, decision, and/or coach, it is his/her responsibility to complete the following portion of the conference process:

Step I. A parent/student initiates the communication with the coach within five school days of the incident, decision, action that is under question.

Step II. The parent/student is to meet with the coach and discuss the concern/problem with him/her with the intent to resolve the issue. (If the problem involves an assistant coach, the head coach of that sport is to be involved in the meeting).

- Parents/students are to address themselves only to concerns/problems related to them. In order to be in compliance to the "Privacy in Information Act", concerns/problems related to other athletes are not to be discussed.

Step III. If the matter has been resolved to the parent's satisfaction, the process will end. If the matter has not been resolved to the parent's satisfaction, then the parents should proceed to level II

NOTE: Concerns regarding playing time/team selection/strategy can be discussed at Level I, but not beyond.

Level II - Written

If either party has not been satisfied by the proposed resolution of the problem on Level I, they have the option to request a continuation of the process to Level II.

Step I. Either party has the option to submit the necessary written form to initiate Level II. Failure to comply during the stated period of time will result in termination of the process. Initiation of Level II, however cannot be started unless all of the steps in Level I have been completed.

Step II. The parent/student meets with the coach and Activities Director to discuss the issue.

Step III. The Activities Director will give/mail a copy of the summary to all the participants in the conference within five school days and will forward a copy of the summary to the building principal.

Step IV. If the matter has been resolved to the parent's satisfaction, the process will end. If the matter has not been resolved to the parent's satisfaction, then the parents should proceed to level III.

Level III – Committee

The Principal will be responsible for convening a committee to review Level II Conference summary.

- I. The make-up of the four-person committee shall be determined by the building principal.
- II. The building principal will complete a written summary of the conference with will include any resolutions/decisions reached in the conference.
- III. The Principal will give/mail a copy of the written judgment to all the participants in the conference with ten school days.
- IV. All decisions made by the Level Committee are final.

This is the process for complaining; e-mails will not be read or responded to in any manner. Emails often times can be taken out of context and messages can be misunderstood, to insure this doesn't happen complaints through e-mail will be immediately deleted. If a parent complains before a player-coach meeting the parent will be reminded of the process and the conversation at that point will end.

TRAVEL

Players are expected to drive back with the team bus. Team bus rides are considered a team activity! Parents should talk to the head coach about any circumstances before the bus leaves.

- We expect kids to ride the bus – Riding the bus is a part of the "team" experience. Win/loss.
- Travel Release for emergencies- Forms on Website/outside AD office
- Students must ride with THEIR parent/Students may not drive to away events

- except to Hermantown, Proctor, Superior, and Duluth
- Students must be in attendance at school at least **two hours** (end of the day) in order to PRACTICE or participate in GAMES.
- However, ***if a student is at a medical appointment they are ok with a note from the Doctor.***
- All movie requests must be approved by coaches

BOOSTER CLUBS (mission to BOOST)

Actions Booster Clubs SHOULD Do:

- Support the team, coaching staff, and participants by volunteering time and to raise money.
- Contribute funds to enhance the performance of the team or organization.
- Print promotional items like team schedules, programs, and yearbooks (subject to approval by the head coach/AD)
- Financially support the program by providing additional funding for staff and event workers.
- Help organize team events (ie team meals, banquets, etc.)
- Listen and work closely with the head coach
- Provide financial statements regarding booster club accounts to all parents and coaches.

Actions Booster Clubs SHOULD NOT Do:

- Openly discuss or distribute a performance review of the head coach or coaching staff.
- Openly discuss playing time issues.
- Openly discuss players or player suspension or potential suspensions.
- Use booster funds to influence the hiring/firing of any member of the coaching staff.
- Offer up a petition by booster club members to hire/fire a coach.
- Plan, organize, or attempt to implement an off-season training program without direction or consent from the head coach.
- Organize an off-season camp using the school name without consent of the School and the Head Coach.

MSHSL WHY WE PLAY

We believe:

- Students are our highest priority
- In dignity, worth, and self –esteem of participants should be paramount in all our activities
- The most important result of competition is the development of life-long values and skills
- That the extra-curricular programs are an integral part of the high school experience
- That extra-curricular programs should be fun and rewarding
- In open communication and mutual respect
- Morale, satisfaction, and performance are enhanced when we work together on challenges
- Positive parent support and involvement enhance student growth and program quality.

Objectives of High School Sports:

- To expand the horizons of each student
- To promote fitness
- To build better citizens through participation
- To equip students to handle adversity
- To develop Leadership

Why We Play:

- To have fun and to learn
- To improve and do your best
- To conduct yourself well and appreciate the opponent
- To learn life skills (star qualities)
- To learn from both winning and losing

Why High School Athletics Exist:

- To provide students with the opportunity to grow, learn, achieve, and fail in an environment of minimal risk.

Duluth East Athletics Student First Policy: Eligibility and Academic Help

This policy was developed to ensure that Duluth East student-athletes continue to focus on academics along with participation. Student Athletes are held to a higher level when it comes to the privilege to participate in student activities. See MSHSL and District guidelines.

Academic Eligibility

At the conclusion of each grading period, a student cannot have an F on report card and must not have a "U" in conduct given by the administration. If a student receives an F on report card, the student is ineligible at least the first six weeks of the next grade period (as described below). Students must be making progress towards graduation.

Ineligibility Status

Report card issuance day is the Monday starting the second week of the marking period. Ineligibility is described as a period of time in which the student may practice but not participate in activities/games/contests. Grades will be reviewed the Friday of the fourth week of the marking period. The student must have no F's and no administrative "U" in conduct on that day to gain eligibility. For consecutive grade period violations, a student is ineligible to participate until the issuance of the next report card. Ineligibility is described as a time the student may continue to practice but may not participate in varsity games or contests.

Credit Eligibility

At the conclusion of the first semester and end of the school year, students must be making satisfactory progress toward graduation based on the credit schedule listed below. If a student falls below the credit requirements, they may be deemed ineligible for a period of time as determined by the building principal.

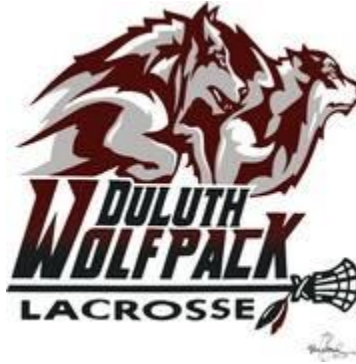
1. Incoming 10th grader (sophomore) – 5.25 credits, 8.0 credits at semester
2. Incoming 11th grader (junior) – 11.25 credits, 13.75 credits at semester
3. Incoming 12th grader (senior) – 16.50 credits, 19.00 credits at semester
4. 22.25 credits needed to graduate in 2018; 22.50 credits to graduate in 2019 and beyond
 - Have not dropped out of school or repeated a grade while in high school and will not participate in more than six (6) seasons in any sport in grades 7-12
 - Will not have turned 20 before the start of the season in which I participate.

Less Than A Normal Course Load

All students must be fully enrolled (as defined by the Minnesota Department of Education) – minimum of four classes and one study hall. This includes students enrolled in PSEO classes. Students must be on track to meet the school's graduation requirements in six years (12 consecutive semesters) beginning with the first day of attendance in the 7th grade.

Academic Help

The National Honor Society – Tutor Room has tutors available (Room 2365) If a team goes on an overnight and misses class time – The coach must have mandatory study time on the bus trip or hotel. During this time videos or cell phones are not allowed. Saturday School is available, sign up in the main office!



II. Lacrosse Team Information

Section Summary:

- A. Purpose and Objectives
- B. Registration and Fees
- C. Try-outs and Levels of Play
- D. Expectations of Players and Captains
- E. Expectations of Parents
- F. Lettering Policy and Banquet
- F. Signed Agreement Form

A. Purpose of the Lacrosse Program

The purpose of the lacrosse program is

- To encourage student-athletes to achieve academic success and keep athletics in proper perspective;
- To develop good sportsmanship and citizenship;
- To develop knowledge of the sport;
- To teach and emphasize fundamental skills as keys to individual and team success and
- To stress the importance of physical fitness and healthy habits.

B. Registration/Fees

- ✓ Denfeld HS students should register through DHS. East HS students should register through EHS.
- ✓ Fees for participation are set by the school district and the Wolfpack Lacrosse Club. See www.duluthwolfpack.com for more information

C. Try-outs and Levels of Play

Participation on the Wolfpack interscholastic team involves a serious commitment. Students trying out for the lacrosse team should be aware of all responsibilities and willing to assume them.

Try-outs: No cut policy. After the first week of practice, coaches will have a better idea of who will play mostly in varsity and JV games and who might float in between the team. Most importantly, we are ONE BIG WOLFPACK TEAM and strive to support one another!

- Student-athletes provide their own equipment including stick, mouth guard and eye protection.

- Sophomores MUST have a current physical on file dated after June 1st (No physical = No Play).
- Grade 9 must have a current physical on file in the East Activities Office! No physical = No Play.
- 7th and 8th graders can try out for the Duluth Wolfpack or opt to play for the Duluth Wolfpack club lacrosse.
- Only ISD 709 Students can participate in our programs - all participants must reside in the Duluth East or Duluth Denfeld attendance area.
- Exchange/transfer students must be cleared by the East Activities office prior to ANY participation!

Varsity: Athletes at this level exhibit the most skill and potential. The purpose of varsity athletics is to refine the skills of the team in attempt to provide the best ability to compete. Not all athletes at this level will receive equal playing time.

Junior Varsity: Athletes at this level usually do not possess the skills required of a varsity athlete and are provided an opportunity to grow and develop in a competitive setting. Athletes at this level are in the process of gaining knowledge, skills, and experience required at the varsity level. Most athletes at this level will see playing time, though not equally distributed.

Players that are placed on the JV and Varsity team are not set on either team. Dependent on the player's performance, attitude, work ethic, any player could move up to Varsity or down to JV, regardless of age.

Athlete placement on varsity and JV is based off the following:

- ✓ Skills
- ✓ Work ethic
- ✓ Attitude
- ✓ Sportsmanship
- ✓ Athleticism/Potential

D. Expectations – Players and Captains

Coaches, athletes, captains are expected to be dedicated to the sport of lacrosse and their team. At all times we treat each other with respect and follow the MSHSL, isd 709 and high school guidelines. The following rules and regulations are highlighted:

General Code of Conduct

All rules from the first section of this handbook (MSHSL, isd 709 and East and Denfeld High Schools) are to be followed. Especially note the Student Code of Responsibilities. You are expected to fully respect the rights and beliefs of others and treat others with courtesy and consideration; you are expected to be fully responsible for your actions and the consequences of your actions. You are expected to respect the property of others. You are expected to respect and obey the rules of the school and the laws of your community, state, and country. Anyone violating these rules is subject to disciplinary action and will not be eligible for all-conference or all-state awards. Do your part to maintain the high standards of the lacrosse program.

Violations of rules shall result in game and practice suspensions and even removal from the team, based on the severity of the offense.

Practice Expectations

Attendance at all practice sessions and games is mandatory for all team members - student athletes and student managers. Athletes and parents should be aware that practices and games may be scheduled Monday-Saturday. Athletes are expected to attend tryouts, practices, and games. Please contact the head coach as soon as possible if you cannot make a practice or if you will be tardy. While we understand events may prevent an athlete from attending practice, unexcused absences and lateness will result in reduction of playing time. This is expected to be done prior to the practice or game. *Do not text your coach.* This will not be an accepted form of communication. If for some reason an athlete must be tardy or absent, the athlete must contact the head coach a minimum of 24 hours in advance for practice and 48 hours in advance for games. Athletes are not permitted to leave practice or a game early without prior approval from the head coach.

During Practice, athletes will:

- Be on time
- Be prepared – fully dressed, ready to go
- Give 100% effort
- Listen to the coaches – Pay attention
- Be willing to learn
- Ask questions when necessary
- Be a good teammate – Support and encourage teammates

Game Expectations - all of the above pertaining to practice AND:

- No talking to officials unless you are a captain. Respect officials at all times, despite any call during a game. Playing time will be lost if student athletes display any form of disrespect toward an official.
- No swearing on or off the field. Swearing will not be tolerated. Team will be reprimanded accordingly.
- Prior to game, captains cheerfully greet officials, opposing teams, and coaches – wish them luck
- Post-game – all players shake hands of officials, players, and coaches – show class
- Clean up the bench area and locker rooms when visiting. This is not the coach's responsibility. It is the responsibility of the entire team.
- Players should get adequate sleep the night before a game! Hydration and nutrition are also important. Players should eat a nutritious meal 3-4 hours (if possible) before the game. Healthy snacks can supplement if needed.
- Players will arrive on time with equipment ready to go and in good condition. Equipment must be functioning correctly, including properly fitted mouth guards.
- Players earn playing time through hard work, dedication, attitude, performance, and desire to be a better lacrosse player and teammate. Some of this work occurs outside of practice.

Bus and Locker Room Procedures:

- Athletes will keep locker room clean. All trash will be properly disposed.
- Players must make sure that the bus is cleaned before they depart. This is not the job of the coaches or the bus driver.
- Cell phones will not be allowed in the locker rooms.

Travel Policy

- All students are expected to travel to and from away sites with the team on the bus. No athlete may drive themselves to and from an away game; they may only ride with a parent AND have a signed form from the activities office or the coach.
- Travel Release for Emergencies Forms are on Website/outside AD office (Coach or AD can sign). Students must ride with THEIR parent.
- Students may not drive to away events. Exceptions will be made for trips to Hermantown, Proctor, Superior, and Duluth events as team transport will not be provided.

Returning Home After a Game

Players are expected to ride back with the team on the bus. Team bus rides are considered a team activity! Parents should talk to the head coach about any special circumstances, well in advance, before the bus leaves AND must provide a signed and dated note that releases them from the team. Players MUST ride with a parent – they CANNOT drive themselves.

Setup and Clean Up

All players must help with field set up and take down prior to and after games and after practice. It is expected that all players help prepare the field prior to practice to best utilize the allotted time. Ball hunting at the end of practice will be expected by everyone!

Absences Policies

Excused Absences must be discussed with the head coach. Communication is IMPORTANT!

They include:

- Family emergency
- ACT/SAT testing
- Sick and was cleared with your High School
- College visit

Unexcused absence will result in the following consequences:

- First offense – 1/4 game suspension
- Second offense – 1/2 game suspension
- Third offense – 1 game suspension

Final Exam Week & Practices

Players are responsible for personal time management throughout the season, and particularly before and during exams.

Equipment and Uniforms

Athletes are responsible for the upkeep of uniforms issued to them. All uniforms will be returned clean and in good condition in a timely manner when the athlete completes the sport, either at the end of the season or upon leaving the team. Athletes will be held financially responsible for any damaged or unreturned items.

Personal Property

It is the responsibility of the student athlete to safeguard their personal property. Neither the school nor the coaching staff will assume responsibility for the recovery or replacement of lost, stolen, or damaged personal property.

Playing other sports

We encourage our players to play multiple sports; this makes our lacrosse players well-rounded athletes. We do, however, expect that during the lacrosse season, lacrosse takes top priority.

Captains' (and Seniors) Responsibilities

Captains play a vital role on a team and are expected to set a positive example for team members. Captains must be athletes at the varsity level. Captains are expected to lead by example and be an exemplary teammate. They can achieve this by attending all practices and games, arriving on time, being the first to arrive/last to leave, encouraging team and school spirit, and acting as liaison between coaching staff and team. If an appointed captain is unable to uphold their duty, he/she may be replaced/relieved of this position. Captains duties include:

- To lead the team in a positive manner.
- To lead players in enthusiasm and hustle and to help create a competitive yet supportive atmosphere
- To bring players problems directly to coaches and not let rumors or ill feelings harm team play/goals.
- Captains are in charge of locker room upkeep at both home and away games, ensuring they are clean.
- Work with fellow teammates to further the development and growth of lacrosse in both Duluth East and Duluth Denfeld High Schools.
- Captains are expected to lead the team prior to the beginning of practices and games. This include pre-practice/game warm-ups and field set up.
- If a captain violates MSHSL or Denfeld / East HS rules – they will no longer be captain.

E. Parent Expectations

Parents are expected to encourage their child to work hard and do their best. Parents should insist that their child exhibit sportsmanship on and off the field. Parents should not criticize the school or the coach if their child is not playing. As spectators, parents are entitled to cheer at sporting events, but should never become belligerent towards players, officials, or coaches. Parents are not to be on the team sidelines at games nor in the locker room before, during, or after practice or a game. Parents also must adhere to the 24 hour communication guidelines.

Communication

Athletes and parents must respect the authority of the coaches to resolve any issues that develop. Should a concern arise regarding procedures, policies, or of personal nature, the

athlete is encouraged to speak with the coach to discuss the situation directly. The athlete should contact the AD if initial contact with coach does not resolve the issue satisfactorily.

A parent may contact a coach directly with questions or requests for clarification. Coaches will NOT discuss playing time or athletes other than their child with parents. Coaches will implement a 24 hour rule for all communication. This means that as parents and athletes, 24 hours should be observed before contacting the coaches, especially following a game or tough practice. As coaches, we reserve the right to refrain from any discussion with players or parents for 24 hours following initial request or commentary.

Open Door Policy

If you have any questions, complaints, or problems feel free to discuss them with the coaching staff. There will always be 2 coaches present with the player at all meetings/discussions.

Player/coach communications

Parents should not call coaches to ask about playing time or lack thereof. Coaches will communicate with players about playing time. The player can choose to share the conversation with their parents.

F. Lettering Policy and Banquet

To letter in lacrosse, a player will must

- ✓ Follow the Minnesota High School League and ISD 709 and the Duluth Wolfpack rules and regulations.
- ✓ Participate with enthusiasm and commitment
- ✓ Be on the section roster

Coaches have the right to use their discretion, particularly in regard to illness and injuries, in making final decisions regarding lettering.

Banquet

An end of year banquet will be organized and designed by the parents. Banquet will be scheduled after the season is complete. (See Covid policies for more information in 2021 season.)

G. Signature Form

Duluth Wolfpack Players Code of Conduct

1. The essential elements in this "Code of Conduct" are RESPECT, HONESTY and INTEGRITY.
2. A player will show respect for Coaches and Game Officials at all times and know his/her responsibilities with respect to the rules.
3. Respect the coaches, players and spectators of the opposing team at all times.
4. Players are expected to be at all games/practices, if you will not be attending a game or practice you must notify your coach.
5. All Players are required to obtain US LACROSSE membership.
6. The use of alcohol or controlled substances is strictly prohibited.
7. All Players will refrain from sexual harassment and/or the use of profanity and vulgarity while representing the Duluth Wolfpack.
8. The emphasis on winning should never be placed above the value of good sportsmanship, the concepts of fair play, or the skills of the game.
9. The safety and welfare of the all players is of primary importance. Any behavior that puts others at risk of serious injury is prohibited.
10. Lacrosse, like many other athletic activities, is potentially dangerous. Signature below is an acknowledgement of this risk of injury.

Student athletes and parents should sign this form and return to coaches. By signing this document, you are acknowledging that you have read and agree to abide to the rules and regulations set forth in the Wolfpack Handbook. This form MUST be returned to the head coach.

Player Name Printed: _____

Player Signature: _____ Date: _____

Parent Signature: _____ Date: _____