

Activity Handbook of Information for Students and Parents of Leyton Jr. High & High School 2016-2017

**Mascot
Warriors**

**Colors
Cardinal and Gold**

School Song

**There is no place like Leyton
Good ol' Leyton High
Where the girls are the sweetest
The boys are the neatest of any
ol' place that I know.**

**There is no place like Leyton
That just goes to prove
that we all stand together
in all kinds of weather
at good ol' Leyton High.**

CHEER:

**Beat 'em, Bust 'em, Beat 'em, Bust 'em
That's our custom
We go, we fight, we go, fight, WIN!**

**Leyton High School
Administration**

Superintendent

Mr. Greg Brenner

Principal/AD

Mr. Lance Howitt

School Address

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Leyton Board of Education

Jed Benish – President

Rob Rushman – Vice President

Colleen Cruise – Secretary

Bryan Reimers – Treasurer

Jennifer Powell – Member

Ryan Lembke - Member

Italics are changes from 2015-16

EXTRACURRICULAR ACTIVITY PHILOSOPHY

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

The element of competition and winning, though it exists, is controlled to the point it does not determine the nature or success of the program. This is considered to be educationally and psychologically sound because of the training it offers for living in a competitive society. Students are stimulated to want to win and excel, but the principles of good sportsmanship prevail at all times to enhance the educational values of contests. Participation in activities, both as a competitor and as a student spectator, is an integral part of the students' educational experiences. Such participation is a privilege that carries with it responsibilities to the school, team, student body, community and the students themselves. In their play and their conduct, students are representing all of these groups. Such experiences contribute to the knowledge, skill and emotional patterns that they possess, thereby making them better individuals and citizens.

SAFETY

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

WARNING FOR PARTICIPANTS & PARENTS

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

EXTRACURRICULAR ACTIVITY CODE OF CONDUCT

Purpose of the Code of Conduct. Participation in extracurricular activities is a privilege. The privilege carries with it responsibilities to the school, team, student body, and the community. Participants are not only representing themselves, but also their school and community in all of their actions. Others judge our school on the student participants' conduct and attitudes, and how they contribute to our school spirit and community image.

The student participants' performance and devotion to high ideals and values make their school and community proud. Consequently, participation is dependent upon adherence to this Code of Conduct and the school district's policies, procedures and rules.

As representatives of Leyton Senior High School, participants are expected to conduct themselves properly in language and behavior in their own school and while visiting other sites. Violations of a minor nature may result in removal from the contest. Violations of a serious nature may result in suspension from the next contest. Continuous violations will result in expulsion from the activity. Your conduct at all school events is an expression of yourself as an individual. Keep it outstanding. Remember, you are representing your school and the community whenever you attend school functions out of town. Conduct yourself in such a way that others will be proud of you. **All school rules and regulations apply at every event or contest in which Leyton participates.**

School spirit is an intangible trait and something that one has or does not have. School spirit is more than being inspired to yell at some athletic contest. School spirit is shown by your actions from hour to hour, day to day. School spirit is that quality that one should have in order to make oneself the best possible person. You cannot buy this quality; you cannot become worthy of the opportunities you have while attending this school without this quality. Some words which help to define school spirit are: honesty, fair play, sportsmanship, responsibility, promptness, courtesy, politeness, concern for others, cooperation, maturity, reverence, and respect.

SCOPE OF THE CODE OF CONDUCT.

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

Extracurricular activities include but are not limited to: all sports, cheerleading, dance team, Pep Club, Pep Band, vocal, band, speech and drama, One-Act, FFA, FBLA, FCCLA, Spanish Club, Art Club, Student Council, Student Advisory Board, National Honor Society, and other school sponsored organizations and activities. The Code of Conduct also applies to participation in school sponsored activities such as school dances and royalty for such activities.

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

When: The Code of Conduct rules apply to conduct which occurs at any time during the school year, and also includes the time frame which begins with the official starting day of the fall sport

season established by the NSAA and extends to the last day of the spring sport season established by the NSAA, whether or not the student is a participant in an activity at the time of such conduct.

The rules also apply when a student is participating or scheduled to participate in an extracurricular activity that is held outside the school year or the NSAA season. For example, if an FBLA or FCCLA student plans to participate in a conference in July and commits a Code of Conduct infraction in June, the student may be suspended from participating in the conference. Conduct during the summer months may also affect a student's participation under the team selection and playing time guidelines.

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

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

1. Willfully disobeying any reasonable written or oral request of a school staff member, or the voicing of disrespect to those in authority.
2. Use of violence, force, coercion, threat, intimidation, harassment or similar conduct in a manner that constitutes a substantial interference with school or extracurricular activity purposes or making any communication that a reasonable person would interpret as a serious expression of an intent to harm or cause injury to another.
3. Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property, repeated damage or theft involving property or setting or attempting to set a fire of any magnitude.
4. Causing or attempting to cause personal injury to any person, including a school employee, school volunteer, or student. Personal injury caused by accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect another person shall not constitute a violation.
5. Threatening or intimidating any student for the purpose of, or with the intent of, obtaining money or anything of value from a student or making a threat which causes or may be expected to cause a disruption to school operations.

6. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon or that has the appearance of a weapon, or bringing or possessing any explosive device, including fireworks, on school grounds or at a school function or event, or in a manner that is unlawful or contrary to school activity rules.
7. Selling, using, possessing or dispensing alcohol, tobacco, narcotics, drugs, a controlled substance, or an inhalant; being under the influence of any of the above; possession of drug paraphernalia, or the selling, using, possessing, or dispensing of an imitation controlled substance as defined in section 28-401 of the Nebraska statutes, or material represented to be alcohol, narcotics, drugs, a controlled substance or inhalant. Use of a controlled substance in the manner prescribed for the student by the student's physician is not a violation. (Note: Refer to "Drug and Alcohol Violations" for further information).
8. Public indecency.
9. Sexual assault or attempting to sexually assault any person. Engaging in sexual conduct, even if consensual, on school grounds or at a school function or event.
10. Engaging in bullying, which includes any ongoing pattern of physical, verbal, or electronic abuse on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or a school employee's designee, or at school-sponsored activities or school-sponsored athletic events;
11. Engaging in any activity forbidden by law which constitutes a danger to other students, interferes with school purposes or an extracurricular activity, or reflects a lack of high ideals.
12. Repeated violation of any of the school rules.
13. Truancy or failure to attend assigned classes or assigned activities; or tardiness to school, assigned classes or assigned activities.
14. The use of language, written or oral, or conduct, including gestures, which is profane or abusive to a school employee, school volunteer, or student. Profane or abusive language or conduct includes, but is not limited to, that which is commonly understood and intended to be derogatory toward a group or individual based upon race, gender, national origin, or religion.
15. Dressing or grooming in a manner which is dangerous to the student's health and safety or a danger to the health and safety of others or repeated violations of dress and grooming standards; dressing, grooming, or engaging in speech that is lewd or indecent, vulgar or plainly offensive; dressing, grooming, or engaging in speech that school officials reasonably conclude will materially and substantially disrupt the work and discipline of the school or of an extracurricular activity; dressing, grooming, or engaging in speech that a reasonable observer would interpret as advocating illegal drug use.
16. Willfully violating the behavioral expectations for those students riding Leyton Public School buses or vehicles used for activity purposes.
17. Failure to report for the activity at the beginning of the season. Reporting for one activity may count as reporting on time if there is a change in activity within the season approved by the coach or the supervisor.
18. Failure to participate in regularly scheduled classes on the day of an extracurricular activity or event.

19. Failure to attend scheduled practices and meetings. If circumstances arise to prevent the participant's attendance, the validity of the reason will be determined by the coach or sponsor. Every reasonable effort should be made to notify the coach or sponsor prior to any missed practice or meeting.

20. All other reasonable rules or regulations adopted by the coach or sponsor of an extracurricular activity shall be followed, provided that participants shall be advised by the coach or sponsor of such rules and regulations by written handouts or posting on bulletin boards prior to the violation of the rule or regulation.

21. Failure to comply with any rule established by the Nebraska School Activities Association, including, but not limited to, the rules relating to eligibility.

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

ALCOHOL, TOBACCO AND DRUGS

Students in the various activities will abstain from the use or possession of alcohol or tobacco, possession or use of illegal drugs or other controlled substances. Any violations of this policy will result in penalty. Failure to conform to this standard may result in suspension from any activity** the school sponsors for - 1st offense, 5 activities unless there has been an admission within 48 hours of the infraction, then 3 activities - 2nd offense, 7 activities unless there has been an admission within 48 hours of the infraction, then 5 activities. Any suspensions not completed in the current semester will carry over to the next semester. All infractions are cumulative. Infractions seen by any faculty/staff member or any employee will be reported and dealt with. Any recognition honors that have been earned prior to suspension will be granted (all conference medals, letters, etc.). Letters are not earned until a student has completed the season in good standing.

OUT OF SCHOOL VIOLATIONS OF THE LAW

Students arrested for "minor in possession" or for other crimes resulting from their non-abstention and/or possession of alcohol, tobacco, drugs, or other controlled substances, or pleads guilty or is found guilty of a felony or misdemeanor crime, other than traffic violations, during the school year, may not be permitted to participate in any activity the school sponsors for (first offense) 5 activities unless there has been an admission on the part of the student involved to school authorities, then 3 activities and on the second offense, 7 activities or 5 activities with an admission. Any activity suspensions not completed in the current semester will carry over to the next semester. Dismissal of charges on a legal technicality will not influence the enforceability of activity and athletic rules. Infractions witnessed by any faculty/staff member or any school employee will be reported and dealt with

DUE PROCESS PROCEDURE FOR ACTIVITIES

The due process procedure recognizes the rights of individuals and will be used in determining suspension or exclusion from any of the activities of the school. The head coach or sponsor is responsible for initiating the due process procedure when a violation of the activity rules and regulations occurs, but it may be initiated by the administration.

The following procedure will be used in regard to students participating in the activities of the school when a violation of the rules and regulations occurs. In the event of the admission of guilt, the requirements of due process are significantly reduced.

1. Rules and regulations should not be discriminatory and must be related to the activity.
2. Advance notification of all rules and regulations and penalty if rules and regulations are violated.
3. In the event of an alleged out of school infraction, the principal will investigate.
4. If a student admits to an infraction of the rules to a coach, activity sponsor or administrator, further investigation may be unnecessary. The student, by admitting to the infraction, accepts the consequences imposed for the infraction.
5. If an investigation discloses the probability of an infraction, a hearing will be held within 5 school days. Notice of the hearing will be given to the student. The notice will contain an outline of the infraction. Witnesses may testify, the student will be given an opportunity to confront such witnesses; the student may have counsel if he so desires. The student will be given the opportunity to call witnesses.
6. A statement of the findings from the hearing will be provided to the student and parents.
7. A recommendation will be made on the case and the principal will notify the student and the parents of the decision.
8. If the parents and student are not satisfied with the findings, a second hearing may be held with the next highest administrative level (Superintendent) or Board of Education. This must be in writing and within fourteen (14) days of the notification of the decision of the first hearing.
9. If such hearing is held, the same procedure of numbers 5, 6, and 7 will be followed.
10. If parents and student are not satisfied with the results of this hearing, they may consult with an attorney and appeal the finding to the next highest legal authority.

DUE PROCESS REQUIREMENT

Any student accused of a violation of law or Leyton School policy will have the right to an informal hearing to contest the charge. The student's parents or guardians will be informed of the time, place, and date for such a hearing and it will be held as soon as possible after the charges are made. A formal hearing may be requested by the student or the parent/guardian of the student. All formal hearing processes will be followed. Any recognition honors that have been earned prior to suspension will be granted (all-conference medals, letters, etc.) Letters are not earned until a student has completed the season in good standing.

ACADEMIC STANDARDS FOR EXTRACURRICULAR PROGRAMS

The Nebraska School Activities Association requires that students have passed 20 credit hours the preceding semester and are taking at least 20 semester hours of instruction in the current semester to be eligible to participate in activities. To remain eligible and/or free from probationary status, a student may not be failing any class. All student participants in school sponsored/NSAA sanctioned activities will have grades checked at intervals. Leyton Public Schools' student eligibility, based on academic progress, will be determined as follows.

ELIGIBILITY

Students and parents may check grades continuously online via the GO.Edustar website. Please contact the office if you need help obtaining the necessary log-in information.

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After the third (3rd) week of any quarter, progress will be checked for eligibility purposes and grade program reports generated weekly on Friday, until the end of the quarter. *Students will be ineligible for an activity if they have:*

1. *One F*
2. *Two or more D's*

The ineligible list will be made and go into effect the following Monday or next school day. If a student is ineligible at the end of a quarter, or weekly basis, then he or she will remain ineligible until progress is checked again.

RULES AND REGULATIONS REGARDING ACTIVITIES

Leyton Senior High School boys and girls activity programs are before the public eye throughout the school year. In order to prevent adverse public reaction, prevent dissension among quality standards of conduct, appearance, dress, training and eligibility, rules and regulations are established as a part of the activity and athletic programs.

The athletic and activity programs function on an extracurricular basis, therefore, student participation is completely voluntary. Participation is a privilege, not a right. Activities include, but are not limited to cheerleading, band, class plays, musicals, concerts, band or choral clinics, conventions, and/or other activities that would indicate representation on a school-sponsored activity.

Any student going out for athletics at Leyton Senior High School will check out through the individual coaches. In order to participate in athletics, the athlete must have on file in the activity director's office the following:

- (A) Completed physical form
- (B) Parental consent to participate
- (C) Parental awareness of insurance coverage
- (D) Participant's and parent's signature indicating acceptance and knowledge of the rules & regulations

Any student participating in activities other than athletics must have on file in the activity director's office the following:

- (A) Participant's and parent's signature indicating acceptance and knowledge of the rules & regulations
- (B) Parental consent to participate

PHYSICALS

Any student interested in participation in interscholastic athletic competition must be examined by a physician prior to his/her participation. Each student who is participating in athletics must have a physician's certificate on a form prescribed by the N.S.A.A. or other acceptable form for activities, indicating that he/she is physically fit for student participation. This must be signed by

the physician and parent prior to the time for the first practice. Failure to comply will result in the student being denied permission to practice or participate. Examinations must be scheduled and paid for by the student.

NSAA ELIGIBILITY REQUIREMENTS

In order to represent a high school in interscholastic athletic competition, a student must abide by eligibility rules of the Nebraska School Activities Association.

If you do not understand a summary of these rules listed below, or you need an explanation of other requirements, consult the high school principal or athletic director.

1. Student must be an undergraduate.
2. Student must be enrolled in at least 20 hours per week and regular in attendance.
3. Student must be enrolled in some high school on or before the 11th day of the current year.
4. Student is ineligible if 19 years of age before August 1 of the current school year.
5. After a student's initial enrollment in grade 9 of a four year high school, he/she will be ineligible after eight semesters of school membership. After a student's initial enrollment in grade ten of a three year high school, he/she will be ineligible after six semesters of school membership.
6. Student must have been enrolled in school the immediate preceding semester.
7. Student must have received 20 semester hours of credit the immediate preceding semester.
8. Once the season of a sport begins, a student will compete only in athletic contests/meets in that sport, which are scheduled by his/her school. Any other competition will render the student ineligible for the remainder of the season in that sport. The season of a sport begins with the first day of practice as permitted by NSAA Rules. The fall sports season begins August 17, 2009 and ends with the state meets in the fall sports. The winter sports season begins November 16, 2009 and ends with the state meets in the winter sports. The spring sports season begins March 1, 2010 and ends with the state meets in the spring sports.
9. A student will not participate on an all-star team while a high school undergraduate.
10. Students optioning into a district and having that option accepted may be eligible to participate in athletics.
11. A student will be ineligible to represent a school in interscholastic competition at the varsity level if the school is located in a school district other than the district in which his/her parents maintain their domicile. (Check with a school administrator for an interpretation of the rule if the school district where parents reside has no high school or if there are two or more high schools in a district.
12. A student is ineligible if his/her parents have changed their domicile to another school district and the student had remained in the former school, which is in a different school district. (EXCEPTION: If parents have moved after school has started, the student will be eligible to compete for the remainder of the school year, or if parents have moved during the summer which immediately precedes the school year and the student is in grade twelve and has attended the high school for two or more years, the student is eligible for that school year in the school district from which the parent moved).
13. Guardianship does not fulfill the definition of a parent. If a guardian has been appointed for a student, the student is eligible in the school district where his/her natural parent(s) have their domicile. Individual situations involving guardianship may be submitted to the executive director for this review and ruling.
14. A student will not participate in a contest under an assumed name.
15. A student must maintain his/her amateur status.

BE SURE TO ASK YOUR COACH AND GUIDANCE COUNSELOR ABOUT THESE NEW REQUIREMENTS OR CONTACT THE NCAA NATIONAL OFFICE AT 913-339-1906.

You need to register with the NCAA Clearing House your junior year in high school to be recruited for college athletics. Please see the Counselor for appropriate registration forms.

ENROLLMENT OPTION STUDENT / TRANSFER STUDENT ELIGIBILITY 2016-17

This rule addresses the eligibility of Enrollment Option students and other students who transfer schools without the legal parents/guardians changing their residence (domicile).

Nebraska Students who complete transfer requirements/enrollment paperwork on or before May 1 and whose names are submitted to the NSAA by May 1 as Nebraska transfer students shall be immediately eligible in the fall at the school to which they transfer. If the Nebraska student were to later change his/her mind and not transfer, that Nebraska student would be ineligible for 90 school days at the Nebraska school in which he/she attends. If such Nebraska student were to transfer to the new Nebraska school, but later decides to return to his/her former district before 90 school days have elapsed, such Nebraska student will be ineligible in the former district for 90 school days, with the ineligibility period commencing at the start of the fall semester. Or, in the case of the Nebraska student who transfers and attends the new Nebraska school before the start of the semester but whose name is submitted on the May 1 transfer list, such Nebraska student would be ineligible for 90 school days commencing at the same time the Nebraska student began attending the transfer school.

2.7.8.2 Those Nebraska students whose transfer has not been reported to the NSAA by May 1, shall be ineligible for 90 school days, with such transfers being subject to hardship waiver guidelines.

2.7.8.3 Such Nebraska transfer students may transfer under this rule one time during their high school years, unless there is a change of domicile by the legal parent. Such Nebraska students who transfer a subsequent time without a change of domicile by the legal parent shall be ineligible for varsity competition for 90 school days.

STUDENT INSURANCE / ATHLETIC INSURANCE

The School District does not provide any type of health or accident insurance for injuries incurred by your child at school.

We encourage all families to have accident coverage on their children, prior to participation in any sports or school sponsored activity.

***** Major Expense Benefit** - designed primarily for families with no other insurance or with a high deductible: pays up to an additional \$15,000 per injury, after benefits under the 24 Hour Plan (or All Sports Plans, if also purchased) have been exhausted (see brochure). The Major Expense Benefit does not apply to Football Coverage Grades 9-12. The options are:

			<u>Annual Premium</u>
A.	Full-Time (24 hour) - with No Sports	Grades K-12	\$ 99.00
	Full-Time (\$99.00) - with All Sports (except football, Grades 9-12)	Grades 7-12	\$ 174.00
B.	School-Time - with No Sports	Grades K-12	\$ 16.00
	School-Time - with All Sports	Grades 7-12	\$ 91.00

(except football, Grades 9-12)

C.	Extended Dental Coverage	Grades K-12	\$ 9.00
D.	Football Coverage	Grades 9-12	\$ 250.00

(football, Grades 7 & 8 are covered by the All Sports Coverage)

In making application for coverage, please read brochures explaining options carefully.

1. Print name, address and other information clearly on the enrollment form.
2. Make check or money order payable to STUDENT ASSURANCE SERVICES, INC.
3. Print Student's name on the face of the check.
4. Detach and retain summary of coverage, and send the envelope to: Student Assurance Services, Inc., PO Box 196, Stillwater, MN 55082-0196. Coverage will become effective at 12:01 a.m. following the date the envelope containing the enrollment form and premium is postmarked by the U.S. Post office but not prior to August 1.

DO NOT SEND YOUR ENVELOPE BACK TO THE SCHOOL.

5. Questions about the plan may be directed to Student Assurance Services, Inc., at (651) 439-7098, or toll free (800) 328-2739.

CATASTROPHIC INSURANCE

The Leyton School District has purchased Catastrophic Insurance, which will cover all students during school and school-related activities. This insurance covers only the very serious accidents and injuries and in no way should it be assumed to replace the student insurance for the normal and routine accidents or injuries.

ATTENDANCE

A student must be in attendance the afternoon for four periods prior to the evening activity, unless prior arrangements have been made, or they may not be able to compete. (Students with prearranged absences, or if the school is notified of extenuating circumstances and is excused by the school administration, are exempt from the rule.) Students with makeup time for truancy or disciplinary reasons may be eligible to practice and compete at the discretion of the principal so long as the detention assigned is being served. A student who cuts classes or school may be excluded from participation in the next contest.

TEAM SELECTION & PLAYING TIME

“Team selection” and “playing time” decisions are the responsibility of the individual coach or sponsor of the activity. Consistent, however, with the purposes of the activities program, the coaches and sponsors shall follow the following established guidelines for team selection and playing time decisions, along with such other guidelines as each individual coach and sponsor may develop which are not inconsistent with these established guidelines:

1. *School Representative. Student participants must demonstrate that they can and will represent themselves and their school in a manner which reflects the development of high ideals and appropriate values, which shall include good citizenship in the school and in the community.*
2. *Success. Student participants must demonstrate that they can make the activity program more successful, both from a standpoint of competitive success and success in promoting a positive school spirit. Characteristics for purposes of these criteria include the student's: (1) talent or skill, (2) desire to improve the student's own skills or talents as*

well as those of others in the activity, and (3) attitude of respect towards teammates, the coach, the school, and the community.

ATTENDANCE REQUIREMENTS FOR PRACTICE

Practice is required if the student is in attendance for the last four periods at school, unless excused by the coach or sponsor. A student must be in attendance in order to be eligible for afternoon practice unless prior arrangements are made and approved. Missing practice may result in suspension from the next competition. Continuous infractions of the rule may result in expulsion from the activity.

SCHOOL EQUIPMENT

Each student is financially responsible for all equipment checked out to him/her. It should be treated as though it were your own personal property and kept under lock and key. You will receive credit for items turned in only if they have been checked out to you. If your equipment is lost or stolen, you will be expected to pay for it.

TRANSPORTATION

Students participating in extra or co-curricular activities conducted away from the school must ride in the transportation provided by the school, parent sponsored or teacher sponsored cars, as arranged for by the sponsor. You are expected to return by the vehicle in which you arrived unless the sponsor is contacted by your parent in person. You cannot be released to anyone other than parents unless parental written permission is approved by the Principal 24 HOURS PRIOR TO THE ACTIVITY. .

There may be a need for other approved sponsors, but they must be approved by the administration. This includes both to and from activities. Students who fail to comply with these transportation requirements shall be subject to discipline up to and including expulsion from school and immediate dismissal from the extra or co-curricular activities. Any suspensions not completed in the current semester will carry over to the next semester. Infractions seen by any faculty/staff member or any employee will be reported and dealt with. Students may be released by the sponsor to parent if parent requests release in person and the parent signs the release form.

PROPER DRESS FOR / ACTIVITIES

Students will conform to the sponsor's request for game or contest days for travel, or they won't be allowed to travel or participate. Student dress code is enforceable for all activities at home or away. Concerts, Honors Night, Special Recognition Activities, etc., Semi-Formal attire should be worn.

DROPPING OUT OF AN ATHLETIC ACTIVITY

If an individual drops or is released from an activity, he/she will forfeit his/her awards for that activity.

THE LETTER "L"

The letter "L" is emblematic of achievement in all the activities of Leyton High School. One should wear the letter "L" with pride. One who wears this letter should conduct himself/herself in such a way as to bring honor to the individual as well as uphold the honor of the school and maintain the high ideas of the activity in which the individual lettered. Work hard to achieve your letter and then uphold the dignity of the letter every time you wear the jacket or sweater-the cardinal or gold letter "L"

L-Club

(Speech, One-Acts, Band, Chorus, Football, Volleyball, Boys/Girls Basketball, Boys/Girls Track)

Any boy or girl who earns a letter in any Leyton High School athletic or activity program is welcome to join. Students must earn a letter each year to become eligible. Eligibility will begin at the beginning of each school year. Coaches and activity sponsors are honorary members and will serve as official sponsors. The organization's purpose is to help improve and promote athletics and activities in the high school.

Following are the standards one must attain in order to earn the letter "L" in each activity.

MUSIC:

BAND

Band will be available for students in grades 5-12. Students using a school instrument will be assessed a \$10.00 per semester rental fee. A uniform cleaning fee will be charged at the end of the school year.

Band:

To letter in band, one must be enrolled in band the entire year, maintain an A average, be in good standing as a music student and earn at least 75 letter points. Points can be earned in the following ways:

Audition for and honor band (10 points)

Participate in an honor band (20 points each)

Perform a solo or participate in a small ensemble at MAC or District Contest
(10 points, 15 if a "I" rating is earned.)

Participate in Basketball Pep Band (5 points each)

Perform on you instrument outside of school (10 points each, up to 3 performances)

Chorus:

To letter in chorus, one must be enrolled in chorus the entire year, maintain an A average, be in good standing as a music student and earn at least 60 letter points. Points can be earned in the following ways:

Audition for an honor choir (10 points)

Participate in an honor choir (20 points)

Perform a solo or participate in a small ensemble at MAC or District Contest
(10 points, 15 if a "I" rating is earned)

Perform outside of school. This can include singing in church, musicals, etc.

(10 points each, up to 3 performances)

Participate in show choir (20 points)

FOOTBALL:

Leyton Warrior Football Point System

A football letter may be earned by competing in at least $\frac{1}{3}$ of the varsity quarters played during the regular scheduled season. A letter may also be presented by the discretion and recommendation of the coaching staff. Letters may be withheld on the recommendation of the coaching staff. Reason for such recommendation by the coaching staff may include, but are not limited to the following: failure to work in practice, poor attitude, failure to follow training rules, become academically ineligible and poor practice attendance.

Participants may earn bonus quarters to help with the lettering. Which are:

1. Competed in all JV games- 1 Varsity Quarter
2. Perfect Practice Attendance- 2 Varsity Quarters
3. Community Involvement/Fundraiser (Voluntary) - 1 Quarter
4. Summer Weights 22 days attendance (Voluntary)- 2 Quarters

BASKETBALL: To letter one must:

1. Play in $\frac{1}{3}$ more quarters than there are regularly scheduled varsity games.
2. Have the recommendation of the coach.

VOLLEYBALL: To letter one must:

Participants must earn ten credits to letter in volleyball. The credits may be earned in the following ways:

1. Playing in a varsity match - each match is worth one credit.
2. Never missing a practice - earns four credits.
3. Starting three reserve matches - earns a maximum of four credits.
4. Be a senior who has participated in volleyball for four years.
5. Have the recommendation of the coach.

TRACK:

To letter one must: The following format will be used for lettering in track. It is based on participation and improvement in practice as well as in the meets. It is fair and works well for everyone involved. This format will challenge you to be the best track athlete you are capable of being without comparing you to other athletes.

POSITIVE POINTS:

Attend Practice	10 Points
(and do proper warm up)	
Attend a Meet	10 Points
Record a personal best performance (at meet)	20 Points
Participate in:	
1 event	5 Points
2 events	10 Points
3 events	15 Points
4 events	20 Points
Volunteer for an event at a meet	25 Points
Set a new meet or school record	50 Points

Points scored at a meet Actual Point Total

NEGATIVE POINTS:

Miss Practice (excused)	0 Points
Miss Practice (unexcused)	-30 Points
Not doing proper warm up	-10 Points
Cutting on workouts	-25 points
Miss a Meet (unexcused)	-50 Points
Ask out of an event at meet	-25 Points
Poor attitude or behavior	-25 Points
Leave track sweats	-25 Points
Lose school issued equipment (Plus replacement costs)	-50 Points
Not supporting teammates at a meet (sitting on bus or in tent)	-50 Points

You will need 500 points to letter. This seems like a lot, but if you are dedicated and work hard every day to improve, you will be rewarded with enough points to letter. With this system you can accumulate as many points as you wish.

SPEECH AND DEBATE COMPETITION: To letter one must:

1. Place 1 – 6 at a High School Varsity or JV Meet.
2. Attend at least two tournaments.
3. Have the recommendation of the coach.

ONE ACT PLAY PRODUCTIONS: To letter one must:

1. First or second Place at a One – Act competition
2. Individual Act Award.
3. Have the recommendation of the coach.

CHEERLEADERS

Any high school student in Grades 10-12 is eligible to tryout for cheerleading. The number of cheerleaders will be determined by the administration. Since cheerleaders are in the "spotlight" of the community, it is important that they be good representatives. Their goal should be to inspire school spirit and enthusiasm in the student body.

RELATIONSHIPS BETWEEN PARENTS & COACHES/SPONSORS

Both parenting and coaching are very difficult vocations. 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.

Parents have the right to know the expectations placed on them and their children. Coaches and sponsors have the right to know that if parents have a concern, they will discuss it with the coach at the appropriate time and place.

Parents' Role in Interscholastic Athletics and Other Extracurricular Activities

Communicating with your children

- Make sure that your children know that win or lose, scared or heroic, you love them, appreciate their efforts and are not disappointed in them. This will allow them to do their best without fear of failure. Be the person in their life they can look to for constant positive reinforcement.
- Try your best to be completely honest about your child's athletic ability, competitive attitude, sportsmanship and actual skill level.
- Be helpful but don't coach them. It's tough not to, but it is a lot tougher for the child to be flooded with advice and critical instruction.
- Teach them to enjoy the thrill of competition, to be "out there trying," to be working to improve their skills and attitudes. Help them develop the feeling for competing, for trying hard, for having fun.
- Try not to relive your athletic life through your child in a way that creates pressure. If they are comfortable with you win or lose, then they are on their way to maximum enjoyment.
- Don't compete with the coach. If your child is receiving mixed messages from two (2) different authority figures, he or she will likely become disenchanted.
- Don't compare the skill, courage, or attitude of your child with other members of the team.
- Get to know the coach(es). Then you can be assured that his or her philosophy, attitudes, ethics, and knowledge are such that you are happy to have your child under his or her leadership.
- Always remember that children tend to exaggerate, both when praised and when criticized. Temper your reaction and investigate before overreacting.

Communicating with the Coach

- Communication you should expect from your child's coach includes:
 - Philosophy of the coach
 - Expectations the coach has for your child
 - Locations and times of all practices and contests
 - Team requirements
 - Procedure should your child be injured
 - Discipline that results in the denial of your child's participation
- Communication coaches expect from parents
 - Concerns expressed directly to the coach
 - Notification of any schedule conflicts well in advance
 - Specific concerns in regard to a coach's philosophy and/or expectations
- Appropriate concerns to discuss with coaches:
 - The treatment of your child, mentally and physically
 - Ways to help your child improve
 - Concerns about your child's behavior
- Injuries or health concerns. Report injuries to the coach immediately!! Tell the coach about any health concerns that may make it necessary to limit your child's participation or require assistance of trainers. Students are sometimes unwilling to tell coaches when they are injured, so please make sure the coach is told.

- Issues not appropriate to discuss with coaches:
 - Playing time
 - Team strategy
 - Play calling
 - Other student-athletes (except for reporting activity code violations)
- Appropriate procedures for discussing concerns with the coaches:
 - Call to set up an appointment with the coach
 - Do not confront a coach before or after a contest or practice (these can be emotional times for all parties involved and do not promote resolution)
- What should a parent do if the meeting with the coach did not provide satisfactory resolution?
 - Call the athletic director to set up a meeting with the athletic director, coach, and parent present.
 - At this meeting, an appropriate next step can be determined, if necessary.

GOOD SPORTSMANSHIP-BEHAVIOR EXPECTATIONS OF SPECTATORS

Good sportsmanship is expected to be exhibited by all coaches, sponsors, students, parents and other spectators. The school can be punished by NSAA for a lack of good sportsmanship at NSAA sanctioned events. More importantly, activities are more enjoyable for the students when good sportsmanship is displayed.

Responsibilities of Spectators Attending

Interscholastic Athletics and Other Extracurricular Activities

1. Show interest in the contest by enthusiastically cheering and applauding the performance of both teams.
2. Show proper respect for opening ceremonies by standing at attention and remaining silent when the National Anthem is played.
3. Understand that a ticket is a privilege to observe the contest, not a license to verbally attack others, or to be obnoxious. Maintain self-control.
4. Do not "boo," stamp feet or make disrespectful remarks toward players or officials.
5. Learn the rules of the game, so that you may understand and appreciate why certain situations take place.
6. Know that noisemakers of any kind are not proper for indoor events.
7. Obey and respect officials and faculty supervisors who are responsible for keeping order.
8. Respect the integrity and judgment of game officials.
9. Stay off the playing area at all times.
10. Do not disturb others by throwing material onto the playing area.
11. Show respect for officials, coaches, cheerleaders and student-athletes.
12. Pay attention to the half-time program and do not disturb those who are watching.
13. Respect public property by not damaging the equipment or the facility.
14. Know that the school officials reserve the right to refuse attendance of individuals whose conduct is not proper.
15. Refrain from the use of alcohol and drugs on the site of the contest.

DANCES

Dances are activities and may be sponsored by any class or organized school group. Eligibility to attend dances is determined by the same means as any other activity. When an organization wishes to sponsor a school dance, the organization must clear the activity with the officers and sponsor and clear the date with the school administration one week in advance of the event. Dances must be planned to include the entire student body. All out of school dates must be registered in the office, prior to the dance. Do not sign up a person who is not your *guest*. Students not in good standing with Leyton High School may not attend Leyton High School dances. A student who is currently under suspension from another school, who has dropped out of Leyton High School or has moved leaving an outstanding bill, is not in good standing. For all dances, students must stay in the building until the dance terminates. Anyone leaving the building before the dance is over will not be readmitted. School parties and dances for the junior high and high school are subject to administrative approval and restricted to students from Leyton School and registered dates. All high school dances will end at 12:00 A.M. Homecoming and Prom may last until 12:30 A.M. **No junior high or elementary students or person older than 20 years may attend high school dances.** All Jr. High school dances will end at 10:00 P.M. unless the Principal gives permission for the hours to be extended or altered. **No high school or elementary students or person older than 15 years may attend a Jr. High school dance.**

PROM/BANQUET DRESS CODE

Prom/Banquet attire for boys:

- Young men are expected to wear formal evening attire that would include a tuxedo, suit with a tie, sport coat and slacks with a tie, or shirt, slacks and tie. No jeans are allowed.

Prom/Banquet attire for girls:

- Young ladies are expected to wear formal evening attire.
- NO laced fronts are acceptable if that lacing is the only thing holding the gown together.
- NO gown may be cut deeper than the sternum, or have skin showing below the bust line.
- Backs to gowns may be cut no lower than the top of the wearer's hips.
- No midriff may be exposed between the top of the gown and the skirt of the gown. The gown skirt must be worn no lower than the hips.
- Front and back slits in the gown skirt may not be higher than the wearer's fingertips.
- Side slits in the gown skirt may be no higher than the top of the wearer's palm (where the fingers meet the palm.)
- No jeans are allowed.

ACTIVITY TICKETS

High School students will be allowed into all home activities, excluding tournaments, free of charge. Gate prices are: Student \$3.00 and Adult \$4.00. Activity tickets are also available to Junior High and Elementary students for \$15.00; Adults for \$25.00; and families for \$80.00. Golden Age Passes are available to senior citizens (60 yrs.) free of charge. These tickets provide admission to any home athletic event, an assembly program, etc. They do not admit you into tournaments, out-of-town activities, or class moneymaking events.

FUNDRAISING

Each organization and class is allowed to have one major fund raising activity per year. Many of the fund raising activities are set traditionally; others will be determined throughout the course of the year.

CLASS ORGANIZATIONS

Class sponsors will be appointed by the administration. All classes will elect officers by the second Friday of the school term. The administration will decide the date of elections and announce such date. The secretary of each class will report, to the main office, the names of pupils elected to each office. Class dues will also be established by the majority vote of each class. The amount of the class dues must have the approval of the sponsors.

Leyton Chapter of the National Honor Society Leyton Public Schools

By-Laws

Revised May, 2016

Section 1 **Name and Purpose**

1. The name shall be the Leyton Chapter of the National Honor Society of Secondary Schools (hereafter referred to as “NHS”).

2. The purpose of this organization shall be to create enthusiasm for scholarship, to stimulate a desire to serve, to promote leadership, and to develop character in the students of Leyton Public Schools.

3. NHS shall be under the sponsorship and supervision of the National Association of Secondary School Principals (hereafter referred to as “NASSP”) and the Leyton School District.

Section 2 **Faculty Representation**

1. A Faculty Council of five members shall be appointed annually by the NHS sponsor. They may serve consecutive terms.

2. The Faculty Council will meet as necessary for the purpose of reviewing procedures and for selecting, disciplining, and dismissing members should these situations arise.

3. The principal shall not be included on the council but has the right to approve all activities and decisions of the chapter.

4. The principal will receive appeals in cases of non-selection of candidates and in discipline and dismissal of members.

5. The NHS sponsor, the sixth member of the faculty council, is a non-voting member whose responsibility is to provide information to the faculty council on matters of selection, discipline, and dismissals.

6. The NHS sponsor approves the chapter activities, maintains chapter records, and attends all meetings and functions of the organization and the faculty council.

Section 3 **Selection of Members**

The constitution provides clear guidelines for selecting members for National Honor Society. Qualified students are selected for NHS membership by a majority vote of the faculty *council* on

the basis of the four criteria of: scholarship, leadership, service, and character. Membership is an honor bestowed upon a student by the faculty council on behalf of the school faculty.

1. Members of the NHS must be of the current sophomore, junior, or senior class.

2. The student to be considered for selection must have been in attendance at Leyton Public schools for at least one semester: if less than one semester, a recommendation from the previous school can waive this requirement if approved by the principal.

3. Candidates must have a cumulative GPA of at least 92% (no rounding).

4. To be eligible for National Honor Society, a student must include the following courses in their transcripts:
 - A. English 9, 10, 11 & 12**
 - B. Algebra I, Algebra II, Geometry, & Trigonometry**
 - C. Must take 2 of the 3 following Science courses: Biology, Chemistry, Physics**

5. Criteria for selection will be published in the student handbook and a complete selection procedure will be made available to parents and students upon request.

6. Steps for selection:
 - A) All candidates must meet GPA requirements (92%) and state their desire to become a member by returning letter of intent sent to them by the sponsor.
 - B) Candidates must fill out all forms describing their leadership, service, and character experiences and qualities. (Or submit a resume with this information.)
 - C) Teachers will evaluate on a scale of 1-4. An average score of 3.7 is needed to be selected for final approval by the faculty council.
 - D) The final selection of each member to the Leyton chapter of NHS shall be a majority vote of the faculty council.

Section 4 **Appeals in cases of non-selection**

1. The student not selected to NHS should visit with the NHS sponsor for clarification on the selection procedures. Parent(s) may accompany the student.

2. Should the student still not be satisfied, the next level of discussion should be with the principal who will determine if there may be a technical or procedural problem with the non-selection.

3. The student may then make a request for a review in writing.

4. The faculty council and the principal will then consider the need for a review.

5. If a non-selected student wish to challenge the principal's decision, they should follow the local school system's compliant procedure.

6. The National Council and the NASSP have no authority to review or overturn the judgment of the faculty council regarding selection of members.

Section 5 **Meetings and Activities**

1. Meetings will be held on an "as needed" basis throughout the school year.

2. It is vital that all members attend these meetings to help the local chapter and its activities.

3. Support for all chapter activities is mandatory by all members.

4. All projects are to be structured to fulfill needs within the school and community.

5. Individual members are required to choose and carry out an individual service project and fulfill individual leadership roles (must have 2 verifiable) each year that reflects their particular talents and interests. The supervisor of these projects must complete a form confirming service & leadership hours (at least 4 hours), sign and provide a phone number for verification.

A. Service is considered to be those actions undertaken by the student which are done with or on behalf of others without any direct financial or material compensation.

B. Leadership may be in terms of number of offices a student has held in school or community organizations. It may also exist outside elected positions, including leadership roles with the classroom and effective participation in positions of responsibility in other activities.

Section 6 **Officers**

1. The Leyton chapter of the NHS shall have the following offices: President, Vice-President, Secretary and Treasurer.

2. These officers will form the executive committee of the NHS.

3. New officers shall be elected in the fall of each year by written ballot at the beginning of each school year. The current vice-president will become the president. Officers to be elected are vice-president (must be a junior), and secretary-treasurer.

4. The officers will conduct all meetings in the appropriate manner.

5. The executive committee will ensure that all chapter activities and procedures follow school policy and regulations.

Section 7 **Discipline and Dismissal Procedures**

1. The Leyton chapter of the NHS will follow all school rules that are subject to the laws of the state of Nebraska. All decisions regarding the enforcement of the rules of conduct shall be enforced with the provisions of the Student Discipline Act, LB 1250.

2. NHS members are expected to demonstrate the qualities of scholarship, service, leadership, and character that were the basis of their selection as well as follow the code of conduct printed in the Leyton Student Handbook.

3. Due-process procedures shall govern all alleged violations of rules and policies of the Leyton Public School, Nebraska School Activities Association (NSAA), and the constitution as well as those rules and policies of the NHS.

4. Once inducted, NHS members must follow the above stated curriculum requirements or forego being a member of NHS. Should a member fall below the scholastic GPA of 92%, the chapter advisor will provide a written warning. There will be no rounding of averages. Grades of all National Honor Society members will be checked every semester to determine that this minimum average is maintained. Members who fall below the 92% average will be given until the end of the semester to correct the deficiency. During that time period, a member will have the right to a hearing before the faculty council if he/she so desires. If the grade average is not a 92% at the end of the probationary period, the member will be dismissed and parents will be notified in writing. Any member who has been dismissed may appeal the decision of the council under the same policy for disciplinary appeals in the school district. Once a member is dismissed, he/she will not be eligible for readmission to the National Honor Society.

A. The procedure for dismissal shall be determined by the faculty council in compliance with the rules and regulations of the NHS.

5. The following disciplinary actions will be carried out by the NHS and faculty council regarding illegal activities:

A. Minor In Possession or Driving While Intoxicated (DUI/DWI) will result in automatic dismissal from NHS.

B. Use/abuse of illegal drugs will result in automatic dismissal from NHS. This includes social media posts involving use or possession of.

C. Use/abuse of alcohol/tobacco will result in automatic dismissal from NHS. This includes *social media* posts involving use or possession of.

6. With the exception of alcohol use/abuse, drug use/abuse, tobacco, use of illegal drugs, the faculty council determines any other activities that warrant dismissal.

7. In all cases of impending dismissal, a member shall have a right to be notified in writing of the offenses and have a hearing before the faculty council before any action is taken. The faculty council will investigate before any action is taken. The member will be allowed to appear before the faculty council and explain the situation. A parent or guardian may be present, but the primary focus is to allow the member to present his/her own case.

8. A member who has been dismissed may appeal the decision of the faculty council following the normal channels of an appeals process.

9. Once a member is dismissed, written notice of the decision will be sent to the member, his/her parents, and the principal. The member must then surrender all NHS certificates, emblems, membership cards to the chapter sponsor. If the member is unwilling to do so, the matter shall be treated as a school disciplinary matter.

10. Those students who resign from or are dismissed from the NHS will never again be eligible for membership or its benefits.

11. The National Council and the NASSP shall hear no appeals in dismissal cases.

Section 8 **Procedures for Amending the By-Laws**

1. Proposed changes to these By-Laws must be submitted to the chapter sponsor in writing.
2. Once the draft is prepared, the members of the chapter and faculty council are given copies to review and discuss before a final vote is taken.
3. Proposed changes, amendments, or revisions require a two-thirds (2/3) majority vote of the NHS membership.
4. Once the change is passed by the NHS membership, the faculty council must approve the changes in the By-Laws. A majority vote by the faculty council will finalize the change in the By-Laws.

**LEYTON PUBLIC SCHOOLS
BOARD OF EDUCATION POLICY #6034
Concussion Awareness**

The Nebraska Unicameral has found that concussions are one of the “most commonly reported injuries in children and adolescents who participate in sports and recreational activities and that the risk of catastrophic injury or death is significant when a concussion or brain injury is not properly evaluated and managed.”

The School District will:

- a. Require all coaches to complete the following online course on how to recognize the symptoms of a concussion or brain injury and how to seek proper medical treatment for a concussion or brain injury
 - Heads UP Concussions in Youth Sports
- b. On an annual basis provide concussion and brain injury information to students and their parents or guardians prior to such students initiating practice or competition. This information will include:
 1. The signs and symptoms of a concussion;
 2. The risks posed by sustaining a concussion; and
 3. The actions a student should take in response to sustaining a concussion, including the notification of his or her coaches.

A student who participates on a school athletic team must be removed from a practice or game when he/she is reasonably suspected of having sustained a concussion or brain injury in such practice or game after observation by a coach or a licensed health care professional who is professionally affiliated with or contracted by the school. The student will not be permitted to participate in any school supervised team athletic activities involving physical exertion, including practices or games, until the student:

- a. has been evaluated by a licensed health care professional;
- b. has received written and signed clearance to resume participation in athletic activities from the licensed health care professional; and
- c. has submitted the written and signed clearance to resume participation in athletic activities to the school accompanied by written permission to resume participation from the student’s parent or guardian.

If a *K-12* student is reasonably suspected after observation of having sustained a concussion or brain injury and is removed from *any activities*, the parent or guardian of the student will be notified by the school of:

- a. the date and approximate time of the injury suffered by the student,
- b. the signs and symptoms of a concussion or brain injury that were observed, and
- c. any actions taken to treat the student.

The school district will not provide for the presence of a licensed health care professional at any practice or game.

School officials shall deem the signature of an individual who represents that he/she is a licensed healthcare professional on a written clearance to resume participation that is provided to the school to be conclusive and reliable evidence that the individual who signed the clearance is a licensed health care professional. The school will not take any additional or independent steps to verify the individual’s qualifications.

Adopted on: July 9, 2012

Revised on: March 9, 2015

Reviewed on: _____

LEYTON SCHOOLS
BOARD OF EDUCATION POLICY #5045
Student Fees

The school district shall provide free instruction in accordance with the Nebraska State Constitution and the Nebraska statutes. The district also provides activities, programs, and services that extend beyond the minimum level of constitutionally required free instruction. Under the Public Elementary and Secondary Student Fee Authorization Act, the district is permitted to charge students fees for these activities or to require students to provide specialized equipment and attire for certain purposes. This policy is subject to further interpretation or guidance by administrative or board regulations. Students are encouraged to contact their building administration, their teachers or their coaches, and sponsors for further specifics.

A. Definitions.

1. "Students" means students, their parents, guardians or other legal representatives.
2. "Extracurricular activities" means student activities or organizations that (1) are supervised or administered by the district; (2) do not count toward graduation or advancement between grades; and (3) are not otherwise required by the district.
3. "Post-secondary education costs" means tuition and other fees associated with obtaining credit from a post-secondary educational institution.

B. Listing of Fees Charged by this District.

1. Guidelines for Clothing Required for Specified Courses and Activities.

Students are responsible for complying with the district's grooming and attire guidelines and for furnishing all clothing required for any special programs, courses or activities in which they participate. The teacher, coach, or sponsor of the activity will provide students with written guidelines that detail any special clothing requirements and explain why the special clothing is required for the specific program, course or activity.

2. Safety Equipment and Attire.

The district will provide students with all safety equipment and attire that is required by law. Building administrators will assure that (a) such equipment is available in the appropriate classes and areas of the school buildings, (b) teachers are directed to instruct students in the use of such devices, and (c) students use the devices as required. Students are responsible for using the devices safely and as instructed.

3. Personal or Consumable Items.

The district does not provide students with personal or consumable items for participation in courses and activities including, but not limited to, pencils, paper, pens, erasers and notebooks. Students who wish to supply their own personal or consumable items may do so, as long as those items comply with the requirements of the district. The district will provide students with facilities, equipment, materials and supplies, including books. Students are responsible for the careful and appropriate use of such property. Students will be charged for damage to school property caused by the student and will be held responsible for the reasonable replacement cost of any school property that they lose.

4. Materials Required for Course Projects.

The district does not provide students with the materials necessary to complete all curricular projects. In courses where students produce a project that requires more than minimal cost for materials, the finished product will remain the property of the district unless the students either furnish or pay for the reasonable cost of materials required for the course project.

5. Extracurricular Activities.

The district may charge students a fee to participate in extracurricular activities to cover the district's reasonable costs in offering such activities. The district may require students to

furnish specialized equipment and clothing that is required for participation in extracurricular activities, or may charge a reasonable fee for the use of district-owned equipment or attire. Attached to this policy is a list of the fees charged for particular activities. The coach or sponsor will provide students with additional written guidelines detailing the fees charged, the equipment and/or clothing required, or the usage fee charged. The guidelines will explain the reasons that fees, equipment and/or clothing are required for the activity.

6. Post-Secondary Education Costs.

Some students enroll in postsecondary courses while still enrolled in the district's high school. As a general rule, students must pay all costs associated with such post-secondary courses. However, for a course in which students receive high school credit or a course being taken as part of an approved accelerated or differentiated curriculum program, the district shall offer the course without charge for tuition, transportation, books, or other fees. Students who chose to apply for post-secondary education credit for these courses must pay tuition and all other fees associated with obtaining credits from a post-secondary educational institution.

7. Transportations Costs

The district may charge students reasonable fees for transportation services provided by the district to the extent permitted by federal and state statutes and regulations.

8. Copies of Student Files or Records.

The district may charge a fee for making copies of a student's files or records for the parents or guardians of such student. The Superintendent or the Superintendent's designee shall establish a schedule of student record fees. Parents of students have the right to inspect and review the student's' files or records without the payment of a fee, and the district shall not charge a fee to search for or retrieve any student's files or records.

9. Charges for Food Consumed by Students.

The district will charge for items that students purchase from the district's breakfast and lunch programs. The fees charged for these items will be set according to applicable federal and state statutes and regulations. The district will charge students for the cost of food, beverages, and the like that students purchase from a school store, vending machine, booster club or from similar sources. Students may be required to bring money or food for field trip lunches and similar activities.

The maximum dollar amount charged by the district for the breakfast and lunch programs is as follows:

- **Breakfast Program – Grades K-8**
 - Regular Price \$1.35
 - Reduced Price \$.30

- **Lunch Program – Grades K-3**
 - Regular Price \$2.40
 - Reduced Price \$.40
 - Second Entrée \$.60

- **Lunch Program – Grades 4-8**
 - Regular Price \$2.50
 - Reduced Price \$0.40
 - Second Entrée \$0.60

- **Lunch Program – Grades 9-12**
 - Regular Price \$2.75
 - Reduced Price \$0.40
 - Second Entree \$1.20

10. Charges for Musical Extracurricular Activities.

Students who qualify for fee waivers under this policy will be provided, at no charge, the use of a musical instrument in optional music courses that are not extracurricular activities. For musical extracurricular activities, the school district will require students to provide the following equipment and/or attire:

- **Band ~ Students must provide their own instruments. Students will be assessed a uniform rental fee to cover the cost of dry cleaning.**
- **Swing Choir ~ Students must purchase outfits and shoes selected by the sponsor and/or student group.**

C. Waiver Policy.

Students who qualify for free or reduced-price lunches under United States Department of Agriculture child nutrition programs shall be provided a fee waiver or be provided the necessary materials or equipment without charge for (1) participation in extracurricular activities, (2) materials for course projects, and (3) the use of a musical instrument in optional music courses that are not extracurricular activities. Actual participation in the free or reduced-price lunch program is not required to qualify for the waivers provided in this section. The district is not obligated to provide any particular type or quality of equipment or other material to eligible students. Students who wish to be considered for waiver of a particular fee must submit a completed fee waiver application to their building principal.

D. Distribution of Policy.

This policy will be published in the Student Handbook or its equivalent that will be provided to students at no cost.

E. Voluntary Contributions to Defray Costs.

The district will, when appropriate, request donations of money, materials, equipment or attire from parents, guardians and other members of the community to defray the costs of providing certain services and activities to students. These requests are not requirements and staff members of the district are directed to clearly communicate that fact to students, parents and patrons.

F. Fund-Raising Activities

Students may be permitted or required to engage in fundraising activities to support various curricular and extracurricular activities in which they participate. Students who decline to participate in fundraising activities are not eligible under this policy for waiver of the costs or fees which the fund-raising activity was meant to defray.

G. Student Fee Fund.

The school board hereby establishes a Student Fee Fund. The Student Fee Fund shall be a separate school district fund that will not be funded by tax revenue, and that will serve a depository for all monies collected from students for (1) participation in extracurricular activities, (2) post-secondary education costs, and (3) summer school or night school courses. Monies in the Student Fee Fund shall be expended only for the purposes for which they were collected from students.

CERTIFICATION

On the 8th day of July, 2013, the Board of Education of Leyton Public Schools held a public hearing on a proposed student fee policy. The hearing followed a review of the amount of money collected from students pursuant to, and the use of waivers provided in, the student fee policy for the 2013-2014 school year. This student fee policy was then adopted by a majority vote of the school board at an open public meeting conducted in compliance with the Open Meetings Act.

Superintendent of Schools

Adopted on: January 15, 2009

Revised on: July 8, 2013

Reviewed on: _____

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

School Year: 2016-2017

School: Leyton Public Schools

Name of Student: _____

Date of Birth: _____ Place of Birth: _____

The undersigned(s) are the Student and the Parent(s), Guardian(s), or Person(s) in charge of the above named Student and are collectively referred to as “Parent”.

The Parent and Student hereby:

(1) Understand and agree that participation in NSAA sponsored activities is voluntary on the part of the Student and is a privilege;

(2) Understand and agree that (a) by this Consent Form the NSAA has provided notification to the Parent and Student of the existence of potential dangers associated with athletic participation; (b) participation in any athletic activity may involve injury of some type; (c) the severity of such injury can range from minor cuts, bruises, sprains, and muscle strains to more serious injuries to the body’s bones, joints, ligaments, tendons, or muscles, to catastrophic injuries to the head, neck, and spinal cord, and on rare occasions, injuries so severe as to result in total disability, paralysis and death; and, (d) even with the best coaching, use of the best protective equipment, and strict observance of rules, injuries are still a possibility;

(3) Consent and agree to participation of the Student in NSAA activities subject to all NSAA by-laws and rules interpretations for participation in NSAA sponsored activities, and the activities rules of the NSAA member school for which the Student is participating; and,

(4) Consent and agree to the Student being photographed, videotaped, audio taped, or recorded by any other means while participating in NSAA activities and contests, consent to and waive any privacy rights with regard to the display of such recordings, and waive any claims of ownership or other rights with regard to such photographs or recordings or to the broadcast, sale or display of such photographs or recordings.

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

DATED this _____ day of _____, _____.

Name of Student (Print Name)

Student Signature

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

Baseball	Golf	Tennis	Play Production	Basketball
Swimming	Track	Speech	Cross Country	Soccer
Volleyball	Music	Football	Softball	Wrestling
Debate	Journalism	FFA		

DATED this _____ day of _____, _____.

Parent/Guardian Signature

Parent/Guardian Signature