



## **Activities and Athletics Guidelines**

(May be revised at any time)

Redmond School District encourages students to be involved in extracurricular activities. In addition to traditional school athletic programs, school clubs and club sports provide means by which students can broaden their educational experience in the areas of physical fitness, social development, and skill enhancement.

Our schools encourage these opportunities and strive to provide them in a safe environment, free from discrimination and bias.

Organizationally, school activities are separated into three groups:

### **TIER I**

The District endorses and provides funds to support the cost of the activity. The district hires and compensates the advisor or coach. Tier I participants may incur expenses for clothing, travel, equipment and other items that become personal property after the activity is completed.

Participating students are charged a “pay to participate” fee for each activity. Fees and other activity revenues are deposited into the activity’s co-curricular fund account which is established in the district’s financial accounting system. Each Tier I activity is required to manage its funds in accordance with the District’s accounting policies and procedures. Students may qualify for reduced fees based on free or reduced lunch criteria. Varsity letters are given for these activities.

#### **The District currently recognizes the following Tier I OSAA activities:**

Cheerleading (\$100)	Wrestling (\$150)
Football (\$150)	Swimming (\$100)
Soccer (\$150)	Baseball (\$150)
Band (\$100)	Softball (\$150)
Cross Country (\$100)	Golf (\$100)
Volleyball (\$150)	Tennis (\$100)
Speech & Debate (\$100)	Track (\$150)
Choir (\$100)	
Basketball (\$150)	

\*Reductions for students eligible for free and reduced lunch

\*Standard fee \$150 - \$100 (reduced lunch eligibility) and \$50 (free lunch eligibility)

\*Standard \$100 - \$50 (reduced lunch eligibility) and \$25 (free lunch eligibility)

\*Family and multi-activity considerations

\*Students pay for the first two fees and receive the third free

**Annual Fees:** (Family max per year is \$600)

### **Eligibility**

Eligibility determination is aligned with established OSAA guidelines.

### **Scope of Involvement**

Due to limited resources, the Redmond School District will only sponsor or supervise events designed to develop skills, teams and future athletes for OSAA sanctioned activities and sports. District employees must supervise and coordinate off season activities with the approval of the athletic director and risk management.

### **RSD Lettering Policy**

Head coaches/advisors shall develop a rationale for earning an athletic varsity letter in their respective programs within the following guidelines.

1. The rationale for earning a letter in the sport must be communicated in the player/parent handbook issued prior to the season.
2. Coaches should consider the athletes contribution to the varsity team throughout the entire course of the season when determining whether or not to award a letter.
3. The award of a varsity letter should have a quantifiable value of some kind (i.e. played half the quarters of total varsity games) that demonstrates the individual athletes' contribution to the varsity team.
4. Coaches should remember that maintaining a higher value for a varsity letter (as demonstrated by a specific rationale for earning a letter) serves as greater motivation to athletes than maintaining a lower one.
5. Athletes must complete their responsibilities for the season and be in good standing with the school/coach in order to receive a letter.

Not good standing pertains to:

- a. School suspension;
  - b. Substance abuse violations;
  - c. Academic fraud;
  - d. Academic suspension.
6. All lettering policies and letters issued must have the approval of the athletic director.

Letter winners will be presented with their letter and certificate at the awards dessert at the conclusion of the season.

## **Redmond High School**

Maroon letter: OSAA-Sponsored Programs (athletics/activities)

Black letter: Non-OSAA programs/sports/managers

Gold on Maroon: Letter in three OSAA Programs, (including one sport twice)

Gold on Black: Letter combination of three different Non-OSAA and OSAA (one twice)

## **Ridgeview High School**

Purple letter (Black outline): OSAA Sponsored Programs (athletics/activities)

Black Letter (Purple outline): Non-OSAA programs/sports/managers

Silver on Purple: Letter in three OSAA Programs, (including one sport twice)

Silver on Black: Letter combination of three different Non-OSAA and OSAA (one twice)

## **TIER II**

Tier II activities are funded by fees, donations, and fund-raising efforts. However, each Tier II activity is required to manage its funds by establishing an Associated Student Body (ASB) account in the district's financial accounting system and following the district's accounting policies and procedures.

Tier II activities must meet on campus, have an advisor present during each meeting, and apply and receive annual approval as a club from the ASB Advisor. Advisors must be RSD employees.

The following are examples of activities that the District currently recognizes at the Tier II level:

FBLA	Spanish Club
FFA	JROTC
Key Club	Honor Society
Sparrow Club	Yearbook

Tier II activities are generally not physically competitive in nature, frequently connected to classroom learning experiences, such as FFA, or entirely extracurricular, such as Sparrow Club. Any Tier II activity with a risk of physical injury must be assessed by the District Risk Manager before receiving approval by school administration.

### **ELIGIBILITY**

Eligibility for participation is established by the club and sanctioned by the school administration. Fees may be charged for participation in the club and student body cards may be required for membership if the club wants to request funds from the Associated Student Body account. Clubs must apply with the Activities Director by June 1st for the next year.

### **MANAGEMENT**

Oversight responsibility resides with the principal; however the direct management is delegated to the school Activities Director. Meetings must be held on campus and abide by school and District rules regarding off campus activities, drugs and alcohol, transportation and funds.

### **USE OF FACILITIES**

Tier II activities will be considered Class A (Addendum I) activities when it comes to the use of school facilities at their home school site.

### **FUND RAISING**

Tier II activities that choose to fund raise must have those activities approved by the school principal. As stated earlier all funds must be handled through an ASB account at the school. No outside bank accounts are allowed and funds must be deposited promptly.

### **TIER III**

These activities are generally managed by parents and the activities sanctioning organization. The district does not provide funding for Tier III activities. The finances of Tier III activities are not recorded in the district's accounting system and are not to be commingled with any district accounts.

These activities may request approval from the school principal to advertise their activities at the schools as long as the advertisement includes a disclaimer that they are not school sponsored or sanctioned. They may meet at the school upon approval by the principal or their designee and if space is available.

Athletics and Activities Directors have no role in managing these activities. Tier III activities may not refer to their club as the schools name, for example Ridgeview High School Rodeo Team or Redmond High School Nordic Ski Team is not appropriate.

The District is currently aware of the following Tier III activities:

Equestrian Club  
Lacrosse  
Nordic

Alpine Skiing  
Water Polo  
Rodeo

### **FACILITIES**

Tier III activities will be considered Class CA (Addendum I) activities in requesting use of building facilities. Specific procedures for Class CA activities are addressed in the building use guidelines located on the districts webpage.

### **FUND RAISING**

Fundraising on school property for Tier III organizations may be permitted as long as it is sanctioned by the school principal. This sanctioning is primarily to make sure organizations are not duplicating efforts of other student activities in the Tier I and II levels.

### **INDEMNIFICATION**

Tier III activities are independently organized and funded, and independently employ coaches and volunteers. The district recommends organizers follow Best Practices by requiring a thorough criminal background check of coaches and volunteers who will have direct contact with students. The coaches and volunteers are not affiliated with the district for purposes associated with Tier III activity. The district recommends that these organizations appropriately insure the activity; however, the district does not monitor whether or not the activity is insured.

## ADDENDUM 1

Building use rates will be determined by the district's Building Use Committee and will be reviewed and updated as necessary. The following classifications will be used to determine the priority for facility use and associated fee charges. All deposits are required in advance of the event occurrence and will be applied to the balance of charges less any cost for damages. Payments are to be made to the "Redmond School District" and not written to schools.

CLASS "A" USE: Redmond School District Programs.

CLASS "B" USE: Redmond School District partners and non-profit Redmond youth programs as defined by committee. Said groups cannot act as agents for outside groups. Generally no facility use fees will be assessed. However, except for district partner groups as noted on the approved registered users, custodial service fees will be assessed for any inside building use activities during non-custodial working hours/days.

CLASS "C" USE: Government, education and non-profit organizations recognized under Section 501c of the Internal Revenue Service code or legitimately sheltered under the umbrella of another 501c organization. Proof of 501(c)(3) status shall be required. Also covered are users engaged in charitable activities for which the entire proceeds (less expenses) will be donated to a government or non-profit organization as defined above.

CLASS "CA" USE: Youth Club sports programs; clubs must be recognized by the athletic directors (written approval required) within the Redmond School District as being an athletic program that benefits their programs. Proof of 501(c)(3) status shall be required.

CLASS "D" USE: All other users. D users must provide a certificate of liability insurance prior to facility use approval.