

## Pending Approval

August 6, 2007                      Regular meeting of the Board of Education  
Lawrence Public Schools, Van Buren County, Michigan

Members Present:                  Chuck Carpp, Jeff Johnson, Carrie Rokos, Jim Sanborn.

Absent: Beam, Nicholas and Sjoquist

Administration Present:        Sue McQueen, John Overley, Bob Gendron

Absent: McAndrew

Student Representatives Present:    None

Johnson called the meeting to order at 7:30.

Carpp moved and Sanborn supported the motion to approve the minutes of July 10, 2007 and July 17, 2007 as presented. Motion carried 4-0.

Rokos moved and Sanborn supported the motion to approve the bills of \$384, 424.55 as presented.

Discussion was held. It was stated that no social security numbers should be listed on the report. Motion carried 4-0.

### Comments from the public:

Troy Zimmerlee, wrestling coach, stated he had taken eight wrestlers to a camp in Pennsylvania. He stated the boys did well on the mat and he was very proud of how they conducted themselves while representing Lawrence.

Carpp moved and Sanborn supported the motion the final reading of the *Dual Sports Policy*, the final reading of the *Joining the Team Policy* and the addition to the Athletic Policy *IX. Miscellaneous, Athletic Director/Coaches Meeting and Evaluation* policy be approved. Discussion was held. Motion carried 4-0.

### *JOINING A TEAM POLICY*

*All athletes are expected to join their athletic teams on the first day of sanctioned practice. If an*

*athlete is unsure if they want to participate in the upcoming season, they must make a commitment within five (5) days after the first day of sanctioned practice in order to be on the team.*

*Failure to do so will result in loss of privilege to join the team for the season. Students who move into*

*the school district after the first week of practice, wish to participate, and meet all MHSAA requirements for participation, may be allowed to join the team within one week of his/her enrollment date*

*providing the team has not reached its maximum allowed number of participants. Once the*

*season has started after the first week of practice and only in the event of not being able to field*

*a team for competition, coaches may petition the Athletic Committee in writing requesting*

*permission to "recruit" athletes in order to field a team for competition. The coach must attend*

*a meeting with the Athletic Committee to secure special permission to "recruit" athletes before*

*any conversation takes place between the coach and the prospective athlete.*

### *DUAL SPORTS POLICY*

*The purpose of allowing a student-athlete to participate on two athletic teams during the same season is to increase the opportunity for student-athletes to have a positive educational experience. It must be understood, however, that playing time may be limited in one or both sports due to lack of practice and/or contest participation time. Students are allowed to dual sport in middle school providing the student meets the weekly and semester eligibility requirements. Once a student reaches the 9th grade, he/she may dual sport if they meet the following criteria:*

- 1. Fill out the request to dual-sport form in the high school office prior to the first day of practice for both sports.*
- 2. Determine in writing the primary sport for both practice and games (this must be the same sport) and the secondary sport. Once this determination is made it cannot be changed for the remainder of the athletic season.*
- 3. Understand that the primary sport games and practices will take precedence over the secondary sport games and practices unless the secondary sport has a MHSAA sanctioned contest on a practice day of the primary sport.*
- 4. Acknowledge and accept the condition for the secondary sport that the athlete must have been in attendance and competed in at least 80% of the regularly scheduled contest dates in order to be considered for post-season tournament competition (MHSAA sponsored tournaments).*
- 5. Make up all conditioning and practice work missed with the respective coach of the secondary sport due to the primary sport obligation.*

### *IX. Miscellaneous*

#### *A. Athletic Director/Coaches Meeting*

- a. Prior to the opening of practice, the athletic director shall conduct a policy/rules meeting with all coaches (paid and volunteer).*
- b. All coaches will attend this meeting unless permission is received from the athletic director. If a coach cannot attend the meeting, they will be required to meet with the athletic director to review the contents of the policy/rules meeting.*
- c. This meeting affords the athletic director the opportunity to review new rules and policies. the athletic director will also review other rules and policies as needed.*

*B. Coach/Parent Meetings*

- a. Prior to the first practice, or later if authorized by the athletic director, all coaches shall conduct a policy/rules meeting with all student athletes and their parents/guardians.*
  - b. All families will receive an explanation of and copies of the practice/game schedule, rules, expectations etc. for the specific sport. The parent/guardian will sign a copy of the rules of the sport.*
  - c. If the parent/guardian cannot attend such meeting, the student athlete will not be allowed to practice until the parent/guardian meets with the coach and signs a copy of the rules of that sport.*
  - d. The parent/guardian's signature(s) shall serve to acknowledge acceptance of the conditions to participate in athletics in Lawrence Jr./Sr. High School.*
- C. All injuries must be reported to the coach promptly. The coach, trainer, athletic director and/or athlete will then notify the parent/guardian of the injury.*
- D. Unless otherwise designated, MHSAA rules will govern all athletes.*
- E. Rules established by the varsity coach are applicable to the program at all levels. The head coach must approve differences for all levels.*

*XIII. Athletic Director/Coaches Evaluation Policy*

*In an effort to facilitate communication between the public and the Lawrence Public Schools athletic program, the following guidelines.*

- 1. An individual (including a coach) may submit input to the evaluation of the coach or athletic director.*
- 2. The input must be in writing and be signed.*
- 3. This input must be turned in to the athletic director in the evaluation of a coach no later than seven (7) days following the end of the season. Input for the evaluation of the athletic director may be submitted to the high school principal in a timely manner.*
- 4) Input for a coach's or athletic director's evaluation shall be reviewed and considered in the evaluation process.*

Sanborn moved and Rokos supported the motion to approve Jodi Rittenhouse as a volunteer coach for JV and FR volleyball teams. Motion carried 4-0.

Carpp moved and Rokos supported the motion to approve the following changes (in italic) to the Jr./Sr. High School Handbook:

**AWARDS**

- A. Only members of a team finishing the season in good standing will be awarded certificates, letters, and/or bars and pins for participation.*
- B. Team members dismissed for team violations will not receive a team award.*
- C. A meeting will be held at the end of the school year for all of the varsity coaches and the athletic director to vote on the Athlete of the Year.*

## HONOR ROLL

The "Honor Roll" at Lawrence Jr./Sr. High School was established to recognize high student achievement. To be on the honor roll for a marking period, a student must earn a grade point average of 3.0 or better with *no letter grades below a "B-"*.

## MEDICATION

Diagnosis and treatment of illness and the prescribing of drugs are not the responsibility of the public schools and are not to be practiced by any personnel, unless authorized herein below. It is the policy of the board that the school personnel should not provide students with aspirin or any other medication. The decision as to whether aspirin is needed is a form of diagnosis, and the dispensing of this medication is a form of treatment. Unauthorized administration of aspirin or other nonprescribed medications shall not be practiced by any school personnel.

In certain circumstances, when prescription medication is necessary in order that the student remain in school, the school may cooperate with parents in the supervision of medication the student will use; but the parents must submit a signed "Permission to Self Administer Medication" form to the building administrator, requesting the school's cooperation in such supervision. Over-the-counter medications will not be maintained on any school premises, including athletic areas, unless a parent makes a written request to administer a specific medication and provides the medication.

*Any student that has a need to use a needle or any sharp medical device for administration of medication or for testing, must keep the said items in the office and administer the medication or test in the office area.*

## SKATEBOARDS/HEELIES

Skateboards are not allowed on school property. They will be confiscated and must be picked up by a student's parents. *"Heelies", shoes with wheels within the soles, will not be allowed to be worn unless the wheels are not activated.*

Motion carried 4-0.

Sanborn moved and Carpp supported the motion to approve August 20, 2007 at 7:30 for a special board meeting to finalize the bond proposal of a one year extension on the ballot for voter approval on the November 2007 ballot to raise \$475,000 to be used to purchase new computers, servers, a new security system for the district and a program for parents to access their student's grades. Motion carried 4-0.

Sanborn moved and Carpp supported the motion to accept a letter of resignation from Jacqui Harrington as cheerleading coach. Motion carried 4-0. The position will be posted.

It was reported \$221.02 in payment towards the embezzlement by Linda Marshall.

Meeting adjourned 8:25.

Pat Garrod, Recording Secretary