Messalonskee High School

2023 - 2024
Extra-Curricular and Co-Curricular Activities HANDBOOK
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**The Purpose of the Messalonskee Extracurricular Handbook**

The purpose of the Messalonskee High School Extracurricular Handbook is to provide coaches, advisors, student participants, and parents with the policies, procedures, and information, which govern athletics. Messalonskee High School is an active member of the Maine Principals’ Association (henceforth referred to as the MPA) and has agreed to conform to all of its rules and regulations governing athletics. Messalonskee High School is an active member of the Kennebec Valley Athletic Conference and Pine Tree Conference and adheres to the constitution and by-laws of both leagues governing interscholastic competition between member schools.

Student participants are expected to know the policies and rules governing participation and abide by them at various levels of athletic competition.

Coaches and advisors will use this information in making decisions to ensure that they are consistent and fair as they work with their students.

Parents and guardians are asked to work very closely with their student athletes, coaches, advisors, teachers, and administrators in making this experience for their student rewarding, positive, and memorable.

**GENERAL POLICIES FOR ALL PARTICIPANTS**

I. Prior to participation in athletic extracurricular activities all students must:
   a) Submit a completed medical history and athletic contract form.
   b) Have a physical exam.
   c) Comply with tournament requirements to compete in Maine Principals’ Association tournaments.

II. All candidates must meet the Maine Principals’ Association and RSU #18 Eligibility requirements. A student shall be ineligible to participate in any interscholastic secondary school athletic contest or non-athletic activity who does not meet the eligibility rules established by the Board of Directors. (Note: Summer school makeup of subjects failed during the regular school year does not affect eligibility unless the failure was due to unavoidable absence.) Students who are taking college classes MUST bring their grades to the Athletic Director to check for eligibility.

**Makeup of Interscholastic Athletic Teams**

It is the policy of this district that no student be denied the opportunity to participate in interscholastic athletics because of race, color, sex, religion, or national origin.

To accomplish the goal of ensuring equal opportunity for all students, the district supports a wide-ranging program of interscholastic athletics at the middle school and high schools. Due to the nature of certain sports and the regional and state organization for interscholastic competition, team make-up is designated as ‘males’, ‘females’, or ‘mixed’. The following lists the various sports, classifications, and the school(s) at which they are offered.

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**Philosophy of Athletics**
The interscholastic athletics program offers students in grades 6-12 the opportunity to compete in various sports. In sponsoring this program, the Board has adopted the following philosophy:

It is our feeling that the purpose of extracurricular activities is to promote the physical, mental, moral, social, and emotional well-being of the individual participants. It is expected that participants in our program will display the proper ideals of sportsmanship, ethical conduct, and fair play; to show and encourage respect to opposing teams, fellow players and coaches, and officials; and finally to encourage a winning spirit while not losing sight of the above ideals. It is the will of this School Unit that a successful program be made available to all with maximum participation. Liberal use of squad members is desired consistent with the winning tradition. It is further the will of this School Unit that our young people pursue as many sports and extracurricular activities as possible so as to expand their experiences and that coaches and advisors, working cooperatively, encourage students toward this goal of broad participation.

**Non Discrimination Statement**
RSU #18 and Messalonskee High School do not discriminate against employees or students because of race, sex, color, sexual orientation, age, religion, ancestry or national origin, disability in admission to, access to, treatment in, or employment in its programs and activities. To make an inquiry or file a complaint concerning this statement, contact either: Jennifer McGee Principal Atwood Elementary School/Affirmative Action Officer, 19 Heath Street, Oakland, ME 04963 (207)465-3411 or Lois Bowden Principal China Middle School/Affirmative Action Officer, 773 Lakeview Drive, South China, ME 04358 (207) 445-1500.

**STUDENT ELIGIBILITY REQUIREMENTS**

**Maine Principals’ Association Eligibility Rules**
The Maine Principals Association has eligibility rules that work in conjunction with the rules for RSU #18. These rules can be found at the following website.


**Messalonskee High School Academic Eligibility**
The expectation is that to be eligible for extracurricular/co-curricular activities the student must be passing all courses in which he/she is enrolled. If a student fails to enroll for the minimum course load, which is the equivalent of four courses each quarter, or drops a course resulting in not meeting the minimum course load, the student shall be ineligible for extracurricular/co-curricular activities until such time that the student again meets minimum course load requirements.

The equivalent of four courses each quarter may include four course offerings at Messalonskee High School (MHS) (both ½ and 1 credit courses), or a combination of courses at MHS, MidMaine Technical Center, virtual learning courses, and/or local colleges. A student enrolled in a Mid-Maine Technical Center course can meet the minimum course load by enrolling in one additional course at MHS (if the student attends the MMTC A.M. session) or enrolling in two additional courses at MHS (if the student attends the MMTC P.M. session.)

Occasionally there are circumstances when a student may find himself/herself in academic jeopardy. In order to determine eligibility, grades received at the conclusion of each quarterly ranking period are used to determine academic eligibility as outlined in this policy. Semester and/or final grades for a course are not used for this purpose. A student enrolled in college course(s) or virtual high school course(s) must provide the guidance office with the grade or status of performance from the instructor in the outside course, prior to report cards being distributed at the end of each quarter.
If a student is failing one course at the conclusion of a quarterly ranking period, he/she is automatically placed on academic probation and will remain eligible to participate in extracurricular/co-curricular activities while on probation. The probation period will last throughout the next ranking period. At the conclusion of the next ranking period the student must be passing all courses in order to remain eligible. One failing grade in any course, at the conclusion of two consecutive quarters will result in a student becoming ineligible for the ensuing ranking period. A withdrawal with failure “WF” is considered the same as failing the course. A student cannot withdraw with failure to avoid losing eligibility. Eligibility is determined on the date when report cards are scheduled to be distributed.

If a student is failing two or more courses at the end of the quarter the student is ineligible for the ensuing ranking period. Because course work at the Technical Center requires two or three periods out of a five-period day, a student will be considered ineligible with a failing grade in Mid-Maine Technical Center course work. Students who receive an (“I”) incomplete will only be allowed to practice until the incomplete is made up. The two-week make up period begins once the grades have been posted.

Physical Examinations
A complete physical examination is required prior to participating in organized competitive sports every two years; or a complete physical examination is required prior to the first year an athlete competes. Between physical examinations an interval history questionnaire will be used to screen sports candidates prior to participation each school year. The purpose of the medical history questionnaire is to learn of any illness or injury that may have occurred since the last physical examination that might affect current participation in sports. Participants should be advised that physical examinations are provided by a family physician at the candidate's expense utilizing the Maine Principals' Association (MPA) examination form.

Parent Permission Forms/Emergency Medical Forms
Each athlete must complete and turn in the Athletic Department contract at the beginning of each school year or the initial season that an athlete participates in a sport. When completing this form the parent and the athlete confirm that they acknowledge the rules and regulations that are within this handbook. This form must be completed once per year and will apply to all sports thereafter. If there are any changes to the contact information on the form, please inform the Athletic Department office of those changes.

Accident Insurance
Insurance coverage is NOT provided by RSU #18 to all students in Messalonskee High School who participate in extracurricular activities. All participants are required to carry adequate health insurance. Proof of coverage must be presented to the athletic office. If a student is not insured by a family insurance policy, school insurance is available at the student’s expense.

Procedure for Reporting Injuries
A student should report all injuries to his/her advisor/coach or the Athletic Trainer. The advisor/coach and Athletic Trainer will make a report of all injuries on the proper office form. This report will be filed with the school secretary within 24 hours after the injury. In the event of an injury or sickness, the parents will be responsible for seeing that adequate follow-up treatment has been obtained.

If an injury is serious enough to require a physician’s services, whether by school medical personnel or not, written consent to play by the attending physician and parents must be secured by the injured and acknowledged by the advisor/coach and/or Athletic
During an activity in which there is an injury, a questionable injury, illness, or a case of exhaustion, the medical personnel will be the determining factor as to whether the student is allowed to play.

The advisor/coach shall keep a written roster of all players who have received injuries or who have been absent due to sickness, regardless of whether they are under treatment. This must be done so that the medical personnel will know which players to check before game time for approval or disapproval to play. A card file shall be kept on each male or female.

**Concussion Policy**

RSU #18 has adopted a policy (JJIF) for concussion management. Head and brain injuries are taken very seriously and we want to take every step to ensure that our athletes have had proper recovery from an injury before they return to play. There is a protocol that has been established by the Maine General Sports Medicine Services and our Athletic Trainer, who oversees this program. There is also a Concussion Information Sheet that must be completed.

**Attendance Requirements**

**Pre-Season**  Athletes will not be permitted to participate in athletic activity unless they have attended pre-season tryouts and practices. All athletes must complete 5 days of pre-season practices or tryouts prior to competing in a scrimmage or pre-season contest. In rare circumstances (illness in the family, family emergency, or personal medical issue/injury), exceptions will be considered. Students granted an exception will need to complete 5 practice days before competing in a contest.

**Regular Season**

1. Regular attendance is expected by ALL participants. In order to participate in either a practice or competition, a participant must be in attendance in school by 9:00 a.m. and MUST report to their period 2 class. (They are to check into the office and sign in before going to class.) Any exception to the 9:00 a.m. rule must be cleared by the principal or his/her designee. Pre-arranged tardiness or absences are the basis for exception.

2. Participants who get DISMISSED from school because of illness will not compete or practice that day.

3. Students suspended from school for disciplinary reasons are not allowed to participate in athletics during that removal.

4. If school is in session, all participants are expected to be in attendance at school for the full day on the day following the contest or trip. Excuses for tardiness will be reviewed by the principal.

5. Students who participate in co/extra curricular activities are expected to be in attendance during Guided Study through the end of the day. Any absence must be excused with a medical note or approved by administration.

**Practice**

1. You must attend ALL practices. If you must be absent from practice, the coach must be informed in advance. Absences of extended nature will be dealt with individually by the coach with the safety of the student athlete and integrity of the team concept as prime determinants.

**School Attendance**

1. All athletes are expected to be present the entire day in order to participate in practices or games with their teams. If an athlete is tardy (late) to school, absent or not in class when
they are scheduled at any time during the school day they will not be permitted to participate in their activity for that day.

2. The following are excused reasons to be tardy (late) or absent from school: medical appointment, family emergency, religious obligation, personal or educational appointment. If this is known to occur, there is paperwork that should be filled out prior to the absence or tardy. This is available in the main office and guidance office. It is expected that medical notes of the appointment will accompany any paperwork or presented if a student has been to an unexpected appointment upon arrival at school.

3. **All athletes must be at school by 9:00 am to be eligible to participate in activities that day.** Unexcused tardies that do not fit the standards above will be dealt with by the following actions:
   a. After 3 unexcused tardies in one season, the athlete will miss the next practice session.
   b. After 6 unexcused tardies in one season, the athlete will sit out the next game.

**Conduct Rules**

1. **General Conduct Expectations:** As role models and representatives of the school and community it is expected that student-athletes will conduct themselves in a manner as to bring no discredit to themselves, their team, their coach, or their school. Improper conduct, even if not specifically addressed in this handbook, board policies, school rules or coaches rules may result in disciplinary action. All School Board policies are in effect from the start of fall pre-season activities through the remainder of the school year for all athletes.

**MISCELLANEOUS**

**Game Cancellations and Make-ups**

When school is canceled or dismissed early due to weather or other considerations, practices and games will generally be canceled on that day. If an exception is granted, coaches will be notified and the information will be passed along.

Messalonskee High School is part of the Kennebec Valley Athletic Conference and game cancellations are generally done by 1:00 pm on the day of a game. Coaches and teams will be notified as soon as possible if this is the case. Coaches and the Athletic Department Assistant will notify athletes, parents of these cancellations and any other athletic news.

**Changing Sports**

A student-athlete who is cut from one team is eligible for participation in another sport upon the approval of the coaches involved and the Athletic Director. If a student-athlete wishes to change teams, this must be done with approval of the coaches involved and the Athletic Director and must be done before any pre-season games are completed. Athletes wishing to participate in more than one sport during a season must get approval from the coaches involved, the Athletic Director and the Principal. A plan must be established claiming which sport will take priority and how the student-athlete will complete practices and games for the season.

**Outside Teams**

The Maine Principals Association has established the bona fide team rule for high school athletics in Maine. The rule states, "A member of a school team is a student athlete who is regularly present for and actively participates in team practices and competitions. Bona fide members of a school team are prevented from missing high school practice or competition to compete or practice elsewhere." There are two exceptions to this rule that can be used by student-athletes. There is a form that must be completed, and signed by the Athletic Director and the Principal. The form can be obtained from the Athletic Director.
**Locker rooms**

Student-athletes are allowed to store and change their clothes for athletics in locker rooms. The lockers will use locks provided by the school and should be locked at all times that the student-athlete is not moving items in and out of the locker. Teams are expected to keep these areas clean and orderly throughout their seasons. The school does **not** take responsibility for items in the locker rooms, keep all items locked up when you are away from the locker. Teams are reminded that visiting teams use our locker rooms during home contests. It is expected that you will all be respectful of visiting teams and their property at all times. And when visiting other schools it is expected that our teams will clean up any trash and leave the premises in the same or better condition than when the team arrived.

**Transportation**

If a bus is provided student-athletes must travel to and from the contests by bus. Coaches will determine the exception to this rule for returning to school according to their team rules. Under certain circumstances, student-athletes may ride with their parents to a contest.

**STUDENT-ATHLETES WILL NOT DRIVE THEMSELVES TO CONTESTS WHEN A BUS IS PROVIDED.** If there is a situation where a student-athlete needs to ride home with another parent/guardian, it must have prior approval of the Athletic Director. Teams will respect all rules associated with riding on the bus. And they will ensure it is clean and all trash, equipment and personal property has been removed upon return to school.

**Equipment and Uniforms**

Equipment and uniforms that are the property of the school are issued for game and practice use only! Equipment and uniforms are not to be worn in physical education class or for personal use. Participants may wear their game shirt or appropriate substitute to school on the day of a contest as determined by the coach.

Each male or female who is issued a uniform is responsible for its return in the same condition that it was issued, less the normal amount of wear and tear. Any uniforms lost or damaged beyond repair must be paid for at the replacement cost by the person to whom it was issued.

**Uniforms must only be worn for athletic contests and not given to parents, friends, or other spectators to wear.**

**ALL EQUIPMENT AND UNIFORMS ISSUED MUST BE RETURNED BY THE ATHLETE PRIOR TO GOING OUT FOR THE NEXT SEASON’S ACTIVITY.**

**Release from Class**

On occasion it may be necessary for a student to miss class due to the length of a trip and/or time of the contest. Under these circumstances it is the responsibility of the student to see the teacher(s) involved and get all assignments prior to the absence. Participants are not to take advantage of early dismissal time. They are given ample time to get ready for their bus departure time.

**Attire and Appearance**

All participants shall be neatly groomed. On school-sponsored trips participants are expected to dress appropriately and follow the rules established by your coaches and teams that you are associated with for the season.
All jewelry is prohibited during competition and should not be worn during practice or games.

PARENT INFORMATION

Parent's Night
A Parent's Night will be held prior to all sports seasons. Each team will hold a meeting for all parents of student-athletes to convey information to their team.

Communication with Coaches
One of the main goals of high school athletics is to teach student-athletes the importance of advocating for themselves. Please do your best to encourage your student-athlete to speak with their coach if there is an issue with their team or their experience on the team. If the parent feels the need to speak to a coach, please consider the following guidelines:

1. Make an appointment with the coach to discuss the issue, this should be at least 24 hours after a game or contest.
2. Make this meeting face to face.
3. Each coach will have their own policy on discussing playing time, and be respectful of that policy.
4. If the issue can not be resolved by speaking with the coach, make an appointment to speak with the Athletic Director.
5. If the Athletic Director can not resolve the issue, make an appointment with the Principal.

Spectator Conduct
It is the expectation for all spectators to follow these rules at games:
1. Participate positively in the event or contest by supporting our teams, athletes and coaches.
2. Show respect for our opponents and the schools and communities that they represent.
3. Respect the decisions of officials and their decisions.
4. Encourage surrounding fans to be sportsmanlike.

We will not tolerate
1. Swearing, profanity or vulgar language, gestures or signs.
2. Signs, Chants, cheers or yelling at a single opposing player or coach by name or number in a negative way.
3. Chants or messages that antagonize opponents, schools, communities or their fans.
4. Engaging an opposing fan or group of fans in a dispute or argument.
5. Heckling an official's decision, criticizing officials in a way that displays anger or unsportsmanlike manner.

Fundraising
All fundraising must be approved in advance by the Assistant Principal, Athletic Director and the Student Council of the school.

Message to the Student Athlete

Participation in athletics is a very valuable part of your education. The camaraderie, loyalty, and respect for other participants, advisors, and officials will be an integral part of your life. As a student participant, you must be aware that you represent Messalonskee High School and communities of Oakland, Belgrade, China, Sidney, and Rome. We hope that you will assist us to project a good image of our school and our towns. There is a strong tradition for athletics, as well as the performing arts, the visual arts, and student government at Messalonskee High School. It is now your privilege to contribute to that tradition. It is a privilege for a student to participate in athletics. Participation is also voluntary and is not a requirement for graduation. Therefore, extra time and extra effort are required of those who participate. Since the reputations of the school programs are often judged by the public performances and the athletic program, high standards must be maintained. Those who have earned the privilege to represent Messalonskee High School in a public way are expected to accept greater responsibilities as school citizens. Participation in athletics is open to ALL students at Messalonskee High School provided they meet the requirements pertaining to academic standards, eligibility, behavior, and appearance outlined in this handbook and approved by the RSU #18 School Board. Good luck to all participants. May your experiences be positive and rewarding.

Message to the Parent

This material is presented to you because your student has indicated a desire to participate in interscholastic athletics and you have expressed your willingness to permit them to compete. Your family interest in this phase of our school program is gratifying. We believe that participation in sports provides a wealth of opportunities and experiences which assists students in personal adjustments. We feel that you have committed yourselves to certain responsibilities and obligations. We would like to take this opportunity to acquaint you with specific policies that are necessary for a well-organized program of athletics. It is the role of administration to make rules that govern the spirit of competition for the school. These rules need a broad basis of community support, which is achieved only through communication to the parents. It is our hope to accomplish this objective through this publication for students and parents.

If at any point during your student's season, you as a parent have a concern about a specific policy or a coach’s judgment, we ask that you follow this procedure.

1. Speak to their coach regarding your concern.
2. Speak to the Athletic Director if you feel the issue has not been addressed.
3. Request a meeting of Athletic Director and coach if issue is still not addressed.
4. Meet with the principal if still not satisfied.

Hopefully through open communication we can avoid unresolved issues.

Athlete’s Code of Ethics

The athlete must keep in mind that an athletic contest is only a game designed and conducted to promote the physical, mental, moral, social, and emotional well being of the individual player. They must remember that they are representing their family, school, and community both on and off the athletic courts and fields.

The Player should:
1. Always respect an official's decisions regardless of their outcome.
2. Never use profanity in practice, or during competition.
3. Control their emotions at all times and avoid verbal and physical fighting.
4. Use their influence on and off the field or court to develop good spectator sportsmanship.
5. Accept victory modestly, defeat gracefully and never give up or quit.
6. Treat opponents with the courtesy and respect due any guests.

The administrators and coaches of the Messalonskee School District are committed to the promotion of good sportsmanship. It is the responsibility of all (including our guests from visiting schools) in attendance at any athletic contest to respect the opposing fans, the officials, the coaches, and most of all the athletes.

PLEASE
1. Be respectful during the National Anthem. Stand, remove your hats, and refrain from cheering until its completion.
2. Be respectful and courteous during the introduction of players from both teams.
3. DO NOT chant group cheers that contain inappropriate or obscene language
4. Stand during the playing of our school song.
5. Horns (to include air horns), noisemakers, and confetti are prohibited.
6. Posters in poor taste will not be allowed.
7. Bare chested displays by any spectator will not be permitted.

Everyone is urged to cheer and support all our athletic programs. Taunting, trash-talk, and other forms of disrespectful behavior are what we are hoping to avoid.

The Messalonskee School District’s “Standards for Responsible and Ethical Student Behavior” also states these same expectations under Responsible Group Behavior and Good Sportsmanship.

“Groups and teams of individuals represent the District at various festivals, athletic events, competitions, field trips, and other gatherings. Students, either as participants or spectators, are ambassadors for our communities and must demonstrate the highest standards for responsible and ethical behavior.”

Good Sportsmanship Happens When:
The Player:
Lives clean and Plays hard. 
Wins without boasting. Loses without excuses and never quits.
Respects officials and accepts their decisions without question.
Never forgets that they are a representative of the school.

The Coach:
Inspires in players a love for competition and the desire to win. Teaches them that it is better to lose fairly than to win unfairly.
Leads players and spectators to respect officials by setting a good example.

The Official:
Is fair and firm in all decisions.
Calls them as they sees them.
Treats players and coaches courteously and demands the same treatment for themselves.
Knows the game is for the players and lets them have the spotlight.

The Spectator:
Never boo a player or an official.
Appreciates a good performance, no matter who does it.
Knows that the school gets the blame or praise for their conduct.
Sportsmanship
We can't all play a winning game –
Someone is sure to lose.
Yet we can play so that our name
No one may dare accuse;
That when the Master Referee
Scores against our name
It won't be whether we've won or lost But
How We've Played the Game!

Author Unknown
REGIONAL SCHOOL UNIT NO. 18
File: IGDK (Belgrade-China-Oakland-Rome-Sidney)

ACADEMIC ELIGIBILITY REQUIREMENTS FOR PARTICIPATION
IN EXTRACURRICULAR/CO-CURRICULAR ACTIVITIES

All students are encouraged to avail themselves of the opportunity to be involved in extracurricular/co-curricular activities. However, to participate, a student must have passing grades and abide by Board policy and the rules governing the activity in which he/she is involved. Participation is a privilege, not a right.

**Expectations of Messalonskee High School Students**
The expectation is that to be eligible for extracurricular/co-curricular activities
a student must be passing all courses in which they are enrolled. If a student fails to enroll for the minimum course load, which is the equivalent of four courses each quarter, or drops a course resulting in not meeting the minimum course load, the student shall be ineligible for extracurricular/co-curricular activities until such time that the student again meets minimum course load requirements.

The equivalent of four courses each quarter may include four course offerings at Messalonskee High School (MHS) (both ½ and 1 credit courses), or a combination of courses at MHS, MidMaine Technical Center, virtual learning courses, and/or local colleges. A student enrolled in a Mid-Maine Technical Center course can meet the minimum course load by enrolling in one additional course at MHS (if the student attends the MMTC A.M. session) or enrolling in two additional courses at MHS (if the student attends the MMTC P.M. session.)

Occasionally there are circumstances when a student may find himself/herself in academic jeopardy. In order to determine eligibility, grades received at the conclusion of each quarterly ranking period are used to determine academic eligibility as outlined in this policy. Semester and/or final grades for a course are not used for this purpose. A student enrolled in college course(s) or virtual high school course(s) must provide the guidance office with the grade or status of performance from the instructor in the outside course, prior to report cards being distributed at the end of each quarter.

If a student is failing one course at the conclusion of a quarterly ranking period, he/she is automatically placed on academic probation and will remain eligible to participate in extracurricular/co-curricular activities while on probation. The probation period will last throughout the next ranking period. At the conclusion of the next ranking period the student must be passing all courses in order to remain eligible. One failing grade in any course, at the conclusion of two consecutive quarters will result in a student becoming ineligible for the ensuing ranking period.

A withdrawal with failure “WF” is considered the same as failing the course. A student cannot withdraw with failure to avoid losing eligibility. Eligibility is determined on the date when report cards are scheduled to be distributed.

If a student is failing two or more courses at the end of the quarter the student is ineligible for the ensuing ranking period. Because course work at the Technical Center requires two or three periods out of a five-period day, a student will be considered ineligible with a failing grade in Mid-Maine Technical Center course work.

Students who receive an (“I”) incomplete will only be allowed to practice until the incomplete is made up. The two-week make up period begins once the grades have been posted.

**Expectations of Messalonskee Middle School and China Middle School Students**
The expectation is that to be eligible for extracurricular/co-curricular activities the student must be passing all courses in which he/she is enrolled.
Occasionally there are circumstances when a student may find himself/herself in academic jeopardy. The following will be the process for determining academic eligibility. At any time when a student is ineligible, he/she may not participate in extracurricular/co-curricular activities. This includes practices, games, rehearsals, performances, or competitions.

a) The principal or designee will check grades at the end of each quarter and approximately mid-way through the quarter. The dates of eligibility checks will be set by the principal.

b) At the time of a grade check, if a student is failing two or more subjects, they are immediately ineligible until the next check.

c) If a student is failing one subject, they will be put on probation until the next grade check. During a probationary period, the student may participate in games and practices, but students are encouraged to take whatever time is necessary to get their grades up to a passing level.

d) If on probation, the student must be passing all classes to remain eligible at the next grade check. If a student is failing one subject for two consecutive grade checks, the student will be ineligible until the following grade check. This does not have to be the same subject.

e) A student who misses a tryout period for a cut sport because they are ineligible, cannot join the team if and when they become eligible. If the student becomes eligible and the sport is an open, non-cut sport, the student may join the team but will not compete in games until they have completed a certain number of practices, as decided by the principal or designee.

f) A withdrawal with failure “WF” is considered the same as failing the course. A student cannot withdraw with failure to avoid losing eligibility. Eligibility is determined on the date when report cards are scheduled to be distributed.

g) Semester and / or final grades for a course are not used in determining eligibility. A student enrolled in a virtual high school course(s) must provide the principal’s office with the grade or status of performance from the instructor in the outside course, prior to report cards being distributed at the end of each quarter.

REGIONAL SCHOOL UNIT NO. 18

Cross References: ADC, Tobacco Use and Possession
GBEC, Drug Free Schools
GBED, Smoking on School Unit Premises
JIC, Systemwide Student Code of Conduct
JICH, Drug and Alcohol Use by Students - Student Substance Abuse Discipline
JKD, Student Detention/Suspension
JKE, Expulsion of Students
Date of Adoption: August 5, 2009
Date of Revision: July 21, 2010
Date of Revision: December 2, 2015
Date of Revision: January 2, 2019
REGIONAL SCHOOL UNIT NO. 18
File: JICH
DRUG & ALCOHOL USE BY STUDENTS - STUDENT SUBSTANCE ABUSE

Regional School Unit No. 18 recognizes that illegal drug and alcohol use and abuse are harmful to the individual. It is the District's philosophy to educate students about the detrimental effects of alcohol and drug use and abuse and deter the use and possession of alcohol and drugs. The purpose of this policy is to establish age appropriate consequences that hold the student accountable for their decisions, to maintain a safe environment for all students and to address violations of the School Board policy.

A participant’s request for acceptance of assistance in addressing chemical use, abuse or dependency will not adversely affect that student’s attendance at school or participation in school activities. School personnel will work cooperatively with parents and others entrusted with the care of the student to ensure the health and safety of the student population. The student may not use the voluntary referral procedure merely to circumvent the consequences that would otherwise be implemented due to an ongoing or impending investigation.

I. PROHIBITED CONDUCT, SUBSTANCES
Students are prohibited from consuming, possessing, furnishing, selling, receiving, buying, manufacturing or being under the influence of prohibited substances before, during and after school hours, at school, in any school building, on any school premises, in any school-owned vehicle or in any other school-approved vehicle used to transport students to and from school or school activities, off school property at any school-sponsored or school-approved activity, event or function (such as a field trip or athletic event) where students are under the jurisdiction of the School Unit, or at any time or place if the conduct directly interferes with the operation, discipline or welfare of the schools.

The term “prohibited substance” shall include, but not be limited to:

1. Alcohol;
2. Scheduled drugs (as defined in 17-A M.R.S.A. § 1101);
3. Controlled substances (as defined in the federal Controlled Substances Act, 21 USC § 812);
4. Any performance-enhancing substance listed on the Maine Department of Health and Human Services’ banned substances list and any other substance which is illegal in Maine or the use of which is illegal for minors;
5. Prescription drugs not prescribed for the student and/or not in compliance with the Board’s policy on administering medications to students;
6. Any substance which can affect or change a student’s mental, physical or behavior pattern, including but not limited to volatile materials such as glue, paint or aerosols (when possessed for the purpose of inhalation) or steroids;
7. Paraphernalia – implements used for distribution or consumption of a prohibited substance;
8. Any look-alike drug or substance that is described as or is purported to be a prohibited substance defined in this section.
9. Electronic vaporizer devices, including but not limited to e-cigarettes, vape pens, or similar devices; Refer to Policy ADC

II. CONSEQUENCES
Any violation of the terms of this policy shall constitute sufficient grounds for student consequences, including suspension or expulsion from school, at the appropriate discretion of the administration and the Board. Law enforcement authorities shall also be notified of violations of this policy. Because participation in extra-curricular/co-curricular activities is
privilege, students who participate in co-curricular or extracurricular activities who violate this policy are subject to additional rules and sanctions. (See Section III.)

The procedures that follow are intended as guidelines. The administration reserves the discretion to impose consequences for any violation of this policy up to and including a recommendation for expulsion. The offenses and subsequent procedures described in this policy shall be cumulative throughout the student’s years in RSU 18.

A. CONSUMING, POSSESSING, RECEIVING OR BEING UNDER THE INFLUENCE OF PROHIBITED SUBSTANCES

Violations will result in the following consequences.

First offense

1. Confiscate substance.
2. Notification of the building and Central Office administration.
5. The student is required to meet with a school counselor or social worker for referral to appropriate intervention services.
6. Out of school suspension of the student for up to ten (10) days. With the principal’s approval of a plan that includes appropriate interventions, the suspension may be reduced up to five (5) days.

Any Subsequent Offenses
1. Confiscate substance.
2. Notification of the building and Central Office administration.
3. Notification of the parents/guardians.
5. Meet with a school counselor or social worker for referral to appropriate intervention services.
6. Out of school suspension of the student for up to ten (10) days, with an appearance before the Superintendent to discuss the student’s educational future and possible expulsion.

B. FURNISHING, SELLING, BUYING OR MANUFACTURING A PROHIBITED SUBSTANCE

Violations will result in the following consequences.

First Offense

1. Confiscate substance.
2. Notification of building and Central Office administration.
5. Out of school suspension of the student for ten (10) days.
6. The student will appear before the Superintendent to discuss the student’s educational future and possible expulsion.

Subsequent Offenses
1. Confiscate substance.
2. Notification of building and Central Office administration.
5. Out of school suspension of the student for ten (10) days, pending an expulsion hearing by the School Board.
III. PARTICIPATION IN EXTRACURRICULAR AND CO-CURRICULAR ACTIVITIES

RSU 18 realizes the value of extracurricular and co-curricular participation as a positive alternative to substance use. It is, therefore, the policy of the District that students participating in extracurricular activities, including all athletic teams, clubs, and school sponsored co-curricular activities, sign and abide by rules, which prohibit violations of the Board’s substance abuse policy at any time or place from date of pre-season practice in August through the final tournament or co-curricular event in June. If a student/parent does not sign an acknowledgement of the rules, this policy will still be enforced.

In addition, students will be subject to consequences if it is determined that they are present at a party or any location where the use of prohibited substances is taking place, and they do not leave when they become aware of such activities.

Participation in extracurricular/co-curricular activities is considered a privilege, and students who choose to participate in such activities are held to a higher level of responsibility. Students who represent RSU 18 are expected to conduct themselves at all times and in all places in a manner which reflects positively on the school and its member communities.

Upon verification of violation as a result of administrative investigation, the following consequences will occur. These consequences are in addition to consequences for the underlying policy violations.
Regional School Unit No. 18 does not allow the use of tobacco products in school buildings, on school grounds or in school vehicles at any time by students, staff or visitors. Advertising tobacco products by students and school employees is strictly prohibited on school property including articles of clothing. The Tobacco-Free School Policy will be referenced, and corresponding disciplinary actions for infractions of this policy shall be printed in employee and student handbooks. Tobacco-Free signs will be posted on school grounds.

“Tobacco product” is defined as any form of tobacco and any material or device used in smoking, chewing or other forms of tobacco consumption, including but not limited to, cigarette papers, pipes, lighters and matches, or any object giving off or containing any substance giving off smoke. For the purpose of this policy, “tobacco product” also includes electronic cigarettes and other devices designed to deliver nicotine or other substances through inhalation or “vaping”, or used to simulate smoking, and vaping paraphernalia.

I. VISITOR USE OF TOBACCO PRODUCTS

Visitors to Regional School Unit 18 must comply with the policies and rules set forth by the School Board.

Smoking or the use of tobacco products by visitors is prohibited at all times in school buildings, on school grounds or in school vehicles. In addition, visitors are prohibited from selling, distributing or in any way dispensing tobacco products to students. This policy also applies to all outside organizations using school property.

Any person found smoking or using tobacco products will be asked to refrain from smoking or tobacco product use while on school property and will be informed of the school’s Tobacco-Free Policy. If the visitor does not comply, he/she will be asked to leave. If he/she refuses to leave, the appropriate law enforcement agency may be called. In addition, any person suspected of selling, distributing, or in any way dispensing tobacco products to students shall be referred to an appropriate school official.

II. STUDENT USE OR POSSESSION OF TOBACCO PRODUCTS

Students are prohibited from using or possessing tobacco products on school property, in school vehicles, or at any school-sponsored activity, whether on or off school grounds. Administrators may confiscate any article described in this policy and, if appropriate, shall submit it to a suitable law enforcement agency. The Board intends that this policy will deter students from the use of tobacco products and will encourage students using such products to make an earnest attempt to quit.

A. Disciplinary Procedure
The following procedure is intended as a guideline. The administration reserves the discretion to impose consequences up to and including a recommendation for expulsion for violations of this policy.

First Offense
1. Confiscate tobacco product(s).
2. Up to three (3) days of suspension from school.
3. The student will meet with the school counselor or social worker to discuss and be referred to the appropriate tobacco education program and/or interventions.
4. The student may be reported to law enforcement, and the student’s parents will be contacted.
5. The building principal, athletic director, and extracurricular/co-curricular leader
Second Offense and Subsequent Offenses
1. Confiscate tobacco product(s).
2. Up to five (5) days of suspension from school.
3. The student will meet with the school counselor or social worker to discuss and be referred to the appropriate tobacco education program and/or interventions.
4. The student may be reported to law enforcement, and the student’s parents will be contacted.
5. The building principal, athletic director, and extracurricular/co-curricular leader will be notified.
6. The student may be referred to the Superintendent for further disciplinary action.

III. FURNISHING, BUYING OR SELLING OF TOBACCO PRODUCTS

Students are prohibited from furnishing, buying or selling tobacco products on school property, in school vehicles, or at any school-sponsored activity, whether on or off school grounds. The following procedure is intended as a guideline. The administration reserves the discretion to impose consequences up to and including a recommendation for expulsion for violations of this policy.

First Offense
1. Confiscate tobacco product(s).
2. Notification of building and central office administration.
3. Notification of parent or guardian.
4. Out of school suspension for five (5) days.
5. The building principal, athletic director, and extracurricular/co-curricular leader will be notified.

Subsequent Offenses
1. Confiscate tobacco product(s).
2. Notification of building and central office administration.
3. Notification of parent or guardian.
4. Out of school suspension for ten (10) days.
5. The building principal, athletic director, and extracurricular/co-curricular leader will be notified.
6. The student may be referred to the Superintendent for further disciplinary action.

IV. USE, POSSESSION, FURNISHING, BUYING OR SELLING OF TOBACCO PRODUCTS BY STUDENTS INVOLVED IN EXTRACURRICULAR AND COCURRICULAR ACTIVITIES

Students involved in extracurricular (athletics) and co-curricular activities (all school-sponsored clubs, teams, or organizations) represent Regional School Unit 18 in their respective sport or school-sponsored activity. This privilege carries with it the responsibility of not using, possessing, selling, furnishing tobacco products on and off school grounds, whether or not under school supervision from the date of pre-season practice in August through final tournament or co-curricular event in June.

Upon verification of an incident, students involved in extracurricular or co-curricular activities shall be subject to the following disciplinary consequences in addition to consequences for the underlying policy violation.

First Offense
1. Suspension of students from all extracurricular and co-curricular activities for nine (9) weeks. If the student participates in a tobacco education program that is pre-approved
by the administration, the student's ineligibility may be reduced to four weeks with the approval of the building principal. The Tobacco Education Program must be completed within the four-week program for the student to be eligible to return to any/all activities. For the purposes of this policy, participation in an activity begins with the first day of participation in any meeting, practice, try-out, preseason activity, contest or performance and continues through any concluding activity such as an awards recognition event. If a suspension is not completed by the end of a school year, it carries over to the next school year.

2. During suspension the student cannot participate in any awards ceremony; receive a certificate of participation, “letter”, or any other extracurricular/co-curricular awards; or continue to hold any leadership role and/or elected office during suspension.

Subsequent Offenses
1. Suspension of students from all extracurricular and co-curricular activities for nine (9) weeks.
2. During suspension the student cannot participate in any awards ceremony; receive a certificate of participation, “letter”, or any other extracurricular/co-curricular awards; or continue to hold any leadership role and/or elected office during suspension.

V. EMPLOYEE USE OR FURNISHING OF TOBACCO PRODUCTS

Smoking and the use of tobacco products by school employees are prohibited in school buildings, on school grounds, in school vehicles, and at any time or place that staff members are responsible for students. In addition, employees are prohibited from selling, or furnishing tobacco products to students.

Employees shall be disciplined for any violation of this policy.

VI. REFERRAL TO LAW ENFORCEMENT

All persons suspected of selling or furnishing tobacco products in any way to students may be referred to the local law enforcement agency.

Legal References: Title 22 MRSA, Section 1578-B
Title 22 MRSA, Section 1555-B
Me. PL 470 (An Act to Reduce Tobacco Use by Minors)
Title 22, MRSA, Section 1580-A
Cross References: GBEC: Drug Free Workplace
JIC: Systemwide Student Code of Conduct
JICA: Student Dress
JICH: Drug and Alcohol Use by Students - Student Substance Abuse Discipline
JIH: Questioning and Searches of Students
JKD: Student Detention/Suspension
JKE: Expulsion of Students
Date of Adoption: August 5, 2009
Date of Revision: July 21, 2010
Date of Revision: June 13, 2018
Date of Revision: July 10, 2019
The interscholastic athletics program offers students in grades 6-12 the opportunity to compete in various sports. In sponsoring this program, the Board has adopted the following philosophy. It is our feeling that the purpose of extracurricular activities is to promote the physical, mental, moral, social, and emotional well-being of the individual participants. It is expected that participants in our program will display the proper ideals of sportsmanship, ethical conduct, and fair play; to show and encourage respect to opposing teams, fellow players and coaches, and officials; and finally to encourage a winning spirit while not losing sight of the above ideals. It is the will of this School Unit that a successful program be made available to all with maximum participation. Liberal use of squad members is desired consistent with the winning tradition. It is further the will of this School Unit that our young people pursue as many sports and extracurricular activities as possible so as to expand their experiences and that coaches and advisors, working cooperatively, encourage students toward this goal of broad participation.

Selection of Team Participants
As is stated above, it is the intent of the Board to encourage broad participation in the interscholastic athletics program. However, due to the nature of certain sports, squad size must be limited. The following designates the various sports as either “open”, meaning participation is “not” limited to a set number of squad members, or “selected”, meaning that squad size is limited and, therefore, certain students may not be chosen for the team.

Even though a sport may be designated as “open” or “selected” based on number limitations, the Board further recognizes the need to insure the health and safety of each individual through proper conditioning and training, as well as the proper acquisition and progression of specific sport skills, techniques, and game strategies. For these reasons, a student must participate in tryouts and/or practices scheduled during the “preseason” time period in order to become a member of any team. This “preseason” time period begins with a date determined by the Maine Principals’ Association for each sport season and officially ends on the date of the Maine Principals’ Association’s first countable game/contest for each sport. Students must meet all local and MPA eligibility requirements in order to participate during this “preseason” time period.

Athletic Programs -Open Participation

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<tr>
<th>Messalonskee Middle School</th>
<th>Messalonskee High School</th>
<th>China Middle School</th>
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<tr>
<td>Cross Country</td>
<td>Cross Country</td>
<td>Track</td>
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<td>Field Hockey</td>
<td>Fall Cheering</td>
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<td>Football</td>
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<td>Swimming</td>
<td>Boys’ Track</td>
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<td>Golf</td>
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*Athletic Programs - Selected Participation

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<tr>
<th>Messalonskee High School</th>
<th>Messalonskee Middle School</th>
<th>China Middle School</th>
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<td>Competitive Cheering</td>
<td>Softball</td>
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<td>Field Hockey</td>
<td>Boys’ Soccer</td>
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<td>Boys’ Lacrosse</td>
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<td>Ice Hockey</td>
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<td>Volleyball</td>
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*Squad size shall be maximized for all middle school and sub-varsity teams listed as “selected participation”.

It should be noted that (a) certain students may not be chosen for a sport in order to insure the health and safety of each individual and (b) future limitations, either due to budgetary restraints or unmanageable numbers, may have to be imposed by the Board in sports which are presently designated as “open participation”. In those sports which have selected participation, it is the responsibility of the coach to choose the team. It is expected that each coach will base his/her judgment on open tryouts. The tryouts, three days minimum in duration and not to exceed the first Maine Principals’ Association (MPA) countable game, should be comprehensive in format, allowing athletes ample opportunity to demonstrate their skill levels while affording the coaching staff sufficient time to assess abilities. Athletes must meet all local and MPA guidelines during the tryout period to participate. Following the last day of tryouts, rosters will be posted announcing the varsity, junior varsity, freshmen, and middle school teams.

As circumstances dictate, this may result in a primary assignment on one squad, while also playing at another level. During the season, players may encounter upward or downward movement in their primary assignments. As athletes move down to junior varsity and freshman squads, some players originally assigned to those levels may have reduced playing time.

Those athletes who will be playing on more than one squad will share practice time at each level. With each team utilizing the same philosophy, offense, defense, etc., shared practice time will provide athletes the opportunity to compete with each other in preparation for game situations.
AWARDS AND HONORS

Captain Criteria
The criteria for earning Captain’s status will be established by individual coaches. That criteria will be presented to the Athletic Director for approval on a regular basis. This criteria will include citizenship in school and the community, sportsmanship, leadership and communication skills.

Requirements for a Varsity Letter
1. Letters are awarded in all school sponsored varsity sports. Requirements may be met only through interscholastic competition.
2. A student meeting the requirements for the first time will be awarded a certificate signifying that he or she has met the requirements for that sport, an official school letter, and metal insignia of that sport. If a student meets the requirements a second time in the same sport, he/she will receive a certificate with a service bar. If the requirements are met in a different sport, only the certificate and metal insignia are awarded. A CAPT. pin is awarded for each captaincy. A manager metal insignia is given to all managers when they fulfill their requirements.
3. All letter awards are subject to the approval of the school authorities responsible for such awards.
4. All letter award winners must complete the season with the squad unless involved in a reported injury or illness.
5. Special Consideration
   A. Injury Clause:
      A coach of any sport may recommend that a letter be awarded to members of his/her squad who had participated in at least one contest, provided that he/she would have earned the award if he/she had been able to participate.
   B. Senior Service Clause:
      A coach may recommend a letter to a senior member of his/her squad who has served faithfully for three or four years in one sport and has not yet received his/her letter.

SPECIFIC REQUIREMENTS FOR LETTER WINNERS

Baseball & Softball
1. Must have played in 50% of total innings of all conference games and be recommended by the coach OR
2. Must have pitched (four full innings) in at least one-third of the conference games and be recommended OR
3. Injury Clause OR
4. Senior Service

Basketball & Football
1. Must play in one half of all quarters during the season and be recommended by the coach OR
2. Injury Clause OR
3. Senior Service
Cheering
One full season as a varsity cheerleader and the recommendation of the advisor

Cross Country
1. One of the first five Messalonskee runners to finish in a winning conference meet and be
   Recommended by the coach OR
2. In case no team is defeated by Messalonskee, the seven runners who have the season’s best
   Average finishing positions may be awarded a letter upon recommendation of the coach OR
3. First 50 finishing in State Meet and recommendation of the coach OR
4. Injury Clause OR
5. Senior Service

Field Hockey
1. Must play in one half the total number of halves and be recommended by the coach OR
2. Injury clause OR
3. Senior Service

Golf
1. Participation of 50% or more matches in position 1 – 8
2. KVAC All Star selection
3. State individual qualifier OR
4. Injury clause OR
5. Senior Service

Ice Hockey
1. Forward skaters: must play in at least ½ of all periods during the season and be
   recommended by the coach OR
2. Goalies: Must play in at least ¼ of all periods during the season and be
   recommended by the Coach OR
3. Injury clause OR
4. Senior Service

Lacrosse, Boys and Girls
1. Must play in one half the total number of halves and be recommended by the coach OR
2. Injury clause OR
3. Senior Service

Soccer, Boys and Girls
1. Must play in one half of the total number of halves and be recommended by the coach OR
2. Injury clause OR
3. Senior Service
Swimming

1. Total of 15 (4 Lane) (6 Lane) Relay (4 Lane) (6 Lane)

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<td>1st Place</td>
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and be recommended by the coach OR

2. Placing in State Meet and be recommended by the coach OR
3. Injury clause OR
4. Senior Service

Tennis, Boys & Girls

1. Total of 20 points (Based on 50% of total conference matches) Match Play = 4 points
   Exhibition Play = 2 points
   And be recommended by the coach OR
2. Placement in KVAC singles / doubles matches
3. Placement in State singles / doubles matches
4. Injury clause OR
5. Senior Service

Track & Field

1. Any 3 first places in a dual or tri-angular meet OR
2. Any 4 second places in a dual or tri-angular meet OR
3. Any 5 third places in a triangular meet OR
4. Any 7 fourth places in a triangular meet OR
5. Any 9 fifth places in a quadrangular meet OR
6. At least one point in a KVAC or any place in a State Meet OR
7. Any combination of hr above which will give a total of at least 15 points and the recommendation of the coach OR
8. Injury clause OR
9. Senior Service

Volleyball

1. Must play in one half the total number of sets and be recommended by the coach OR
2. Injury clause OR
3. Senior Service

Managers

Completion of two seasons with the squad and the recommendation of the coach

Awards

Awards for each team sport will be awarded following completion of the season

Up to three captains may be designated and recognized for each varsity team.
The Ralph M. Atwood Award, the Colette K. Caswell Award, the Barbara J. Marston Award, and the Messalonskee All Sports Boosters 110% Award are given annually according to the criteria established.

**Individual Awards  Extracurricular Activities (Interscholastic Competition)**

**Band & Chorus**
Letters are awarded to those students who successfully complete three years in the band or chorus program. Students who complete four years are awarded service pins. Trophies are presented to students who earn All State honors.

**Math Team**
The top five students in each class (Freshman, Sophomore, Junior, Senior) are presented awards by the Central Maine Math League. Individual awards are presented to the top five students in the State Meet.