

WORK SESSION
ADMINISTRATION BUILDING
April 10, 2023
5:45 P.M.

BOARD MINUTES
BOARD MEETING
ADMINISTRATION BUILDING
April 10, 2023
7:00 P.M.

Call to Order: Phil Foster, Brian Gott, Greg Hole, Dennis Reagan, Adam Shepherd, Melissa Smith and Shane Steimel.
Pledge of Allegiance
Prayer

- **MINUTES**

- The Chair entertained a motion to approve the minutes of the March 13, 2023, School Board Meeting.

Motion: Dennis Reagan, Second: Adam Shepherd, (Discussion), Vote: 7-0

- **REPORT**

- Superintendent Rob Ramey and Director of Maintenance Dennis McKinney provided an update on the Thorntown Elementary School Building Project.

ACTION ITEMS

By individual motions, the Board approved/adopted the following items or action.

- **PERSONNEL** All employment recommendations are pending completed satisfactory criminal background history report.
- **Western Boone**
 - Travis Terhaar – Resignation – Agriculture Teacher/FFA Sponsor effective March 31, 2023
 - Don Gray – Temporary Contract – Agriculture Teacher effective April 3, 2023, to May 24, 2023
 - Trevor Schaub – Employment – Part-time Cook effective April 3, 2023
 - Angie Pittman – Employment – Full-time/Part-time Custodian and Cook effective April 3, 2023
 - Angie Pittman – Resignation – Part-time Custodian effective April 4, 2023
 - Jean Zimmerman – Retirement – Registrar effective end of 2022-2023 school year
 - Kristie Athans – Employment – Science Teacher effective 2023-2024 school year
 - Rachel Schmidt – Employment – Art Teacher effective 2023-2024 school year
 - Michele Threlkeld – Temporary Contract – English Teacher effective August 7, 2023, to December 1, 2023
- **ECA**
 - Dance Team Sponsor- Shawna Tully
 - FFA Livestock Judging Coaches – Amanda and Tyler Trent
- **Western Boone Administration**
 - Kristen Dunn – Resignation – Corporation Treasurer effective June 2, 2023
- **Western Boone Athletics**
 - John Blankenship – Junior High Baseball Assistant Coach

Motion: Phil Foster, Second: Greg Hole, (Discussion), Vote: 7-0

- **BUSINESS**

- **Administration of Medication at School BP – 6320**

- Superintendent Ramey recommended the Board approve the Administration of Medication at school to ensure the safe, effective administration of medication for those students requiring them. Parents/Guardians are required to complete a written authorization form or written instructions to accompany the medication.

Motion: Brian Gott, Second: Melissa Smith, (Discussion), Vote: 7-0

- **Emergency Medications BP – 6331**

- Superintendent Ramey recommended the Board approve the revised Emergency Medications as a means of enhancing the health and safety of its students, staff and visitors.

Motion: Greg Hole, Second: Adam Shepherd, (Discussion), Vote: 7-0

- **Food Allergy Students BP – 6400**

- Superintendent Ramey recommended the Board approve the Food Allergy policy. We are committed to working with students, parents, and physicians to minimize risks and provide a safe education environment for food allergies.

Motion: Dennis Reagan, Second: Melissa Smith, (Discussion), Vote: 7-0

- **Blackbird Clinical Services**

- Superintendent Ramey recommended the Board approve the contract with Blackbird Clinical Services, for drug screen collection and random student selection.

Motion: Adam Shepherd, Second: Phil Foster, (Discussion), Vote: 7-0

- **Multi-Hazard Mitigation Plan**

- Superintendent Ramey recommended the Board approve Multi-Hazard Mitigation Plan Resolution. Boone County Emergency Management Agency has prepared a multi-hazard mitigation plan in accordance with federal laws.

Motion: Dennis Reagan, Second: Adam Shepherd, (Discussion), Vote: 7-0

- **Support Staff Benefit Schedules**

- Director of Business and Technology, Kyle Whiteley, recommended the board approve the updated classified (non-certified) Support Staff Benefit Schedules effective for the 2023-2024 school year.

Motion: Greg Hole, Second: Dennis Reagan, (Discussion), Vote: 7-0

- **Summer School Technology Fee**

- Curriculum Director, Tricia Reed, recommended the Board approve the \$25.00 Technology Fee be assessed to each student enrolled in summer school who will use a school-issued laptop.

Motion: Brian Gott, Second: Melissa Smith, (Discussion), Vote: 7-0

- **K-12 Science Curriculum**

- Curriculum Director, Tricia Reed, recommended the Board approve the Science Curriculum Recommendation for the period July 1, 2023, through June 30, 2029.

Motion: Greg Hole, Second: Dennis Reagan, (Discussion), Vote: 7-0

- **Summer Athletics Master Calendar**

- Athletic Director, Jeremy Dexter, recommended the Board approve the 2023 Summer Master Calendar.

Motion: Adam Shepherd, Second: Dennis Reagan, (Discussion), Vote: 7-0

- **Handbook Revisions Athletic Handbook**

- Athletic Director, Jeremy Dexter, recommended the Board approve the revisions to the Athletic handbook for the 2023-2024 school year.

Motion: Brian Gott, Second: Phil Foster, (Discussion), Vote: 7-0

- **eBuses, Charging Station Transformer**

- Superintendent Ramey recommended the Board approve the purchase of four electric school buses and two charging stations from Midwest Transit utilizing EPA CSB rebate and transformer from Boone REMC.

Motion: Phil Foster, Second: Melissa Smith, (Discussion), Vote: 7-0

- **Salvage Items**

- Athletic Director, Jeremy Dexter, recommended the Board approve the following items on form "Salvage-04032023" declared as salvage.

Motion: Dennis Reagan, Second: Adam Shepherd, (Discussion), Vote: 7-0

- **Non-Resident Students**

- Superintendent Ramey recommended the Board approve the following Non-Resident Students:
 - Rory Crouch – Granville Wells, PreK, 2023-2024 school year.
 - Brooklyn Dieterlen – Granville Wells, PreK, 2023-2024 school year.
 - Oakley Linton – Granville Wells, Kindergarten, 2023-2024 school year.
 - Peyton Boggs – Thorntown, Kindergarten, 2023-2024 school year.

Motion: Greg Hole, Second: Melissa Smith, (Discussion), Vote: 7-0

- **Intra-District Transfers**

- Lula Taylor – Thorntown, PreK from Granville Wells
- Kinley Bivens – Thorntown, 3rd Grade from Granville Wells

Motion: Greg Hole, Second: Dennis Reagan, (Discussion), Vote: 7-0

- **Out of State/Overnight Field Trips**

- Superintendent Ramey recommended the Board approve the field trip request for:
 - King's Island – Leslie Baker and Samantha Gillingham – Band and Choir May 13, 2023, from 7:00 a.m. to 12:00 a.m.

Motion: Phil Foster, Second: Adam Shepherd, (Discussion), Vote: 7-0

- **Donations**

- Superintendent Ramey recommended the Board approve the following Donations:
 - Granville Wells received an anonymous donation of \$500.00 for Life Skills classroom.
 - Western Boone High School Baseball received an anonymous donation of \$200.00.
 - Western Boone Musical received an anonymous donation of \$320.00.
 - Western Boone Global Travelers received an anonymous donation of \$200.00.

- Western Boone FFA received \$1,000.00 from Boone County Antique Tractor and Machinery Club.

Motion: Melissa Smith, Second: Adam Shepherd, (Discussion), Vote: 7-0

• **CLAIMS**

- The Chair entertained a motion to approve the claims for the period of March 13, 2023, through April 10, 2023, as submitted.

Motion: Melissa Smith, Second: Adam Shepherd, (Discussion), Vote: 7-0

• **MONTHLY FINANCIAL REPORTS**

- Kristen Dunn, Corporation Treasurer, provided an update on the financial reports of the school corporation.

• **ANNOUNCEMENTS**

- April 11, 2023 – Elementary Math Bowl at Granville Wells
- April 20, 2023 – CTE Awards & Honor Society Induction
- April 28, 2023 – Top 20 Senior Luncheon
- May 10, 2023 – Western Boone Jr-Sr High School Awards Night
- May 21, 2023 – Baccalaureate at Dover Christian Church

• **ADJOURNMENT**

Motion: Brian Gott, Second: Dennis Reagan, (Discussion), Vote: 7-0

| | |
|-------|-------|
| <hr/> | <hr/> |
| <hr/> | <hr/> |
| <hr/> | <hr/> |
| <hr/> | <hr/> |

ADMINISTRATION OF MEDICATION AT SCHOOL

BP – 6320

It is the policy of Western Boone Community Schools to ensure the safe, effective administration of medication for those students requiring them. Any required medications administered during school hours are managed by the school nurses. School nurses are responsible for ensuring the medication administration process meets all required state laws, prescriptions are current and renewed at least annually, and administration of medications is documented. Parents/Guardians are required to complete a written authorization form or written instructions to accompany the medication which includes:

- Student's name
- Name of medication
- Purpose of medication
- Dosage of medication
- Times to be given
- Parent/Guardian signature

ADMINISTRATION OF MEDICATION

- A. The program for administration of medication will be developed and managed by the school nurse.
- B. Only those medications which are necessary to maintain the child in school and must be given during school hours shall be administered.
- C. All medications must be brought to the school health clinic. The parent is responsible for assuring the medication arrives safely at school. It must be in the original container/package with the student's name affixed. This applies to prescription medication and over the counter (non-prescription) medications. If a parent speaks directly with the school nurse and gives verbal permission for OTC pain reliever to be given, it is up to the nurse's discretion if medication will be administered.
- D. Changes in medication shall be documented by written authorization from a licensed prescriber. The pharmacy label can serve as the written order of a practitioner. No medications will be given without the proper authorization. All medication shall be renewed at least annually.
- E. All prescription and over-the-counter medication must be FDA approved and will be kept in the school health clinic unless a student has written physician permission to possess and self-administer the medication according to IC 20-33-8-13. The physician's statement must be filed annually and include the following information:
 1. An acute or chronic disease or medical condition exists for which the medication is prescribed.
 2. The student has been given instructions as to how to self-administer the medication.

3. The nature of the disease or medical condition requires emergency administration or possession of the medication.

The school or school board is not liable for civil damages as a result of a student's self-administration of medication for an acute or chronic disease or medical condition except for an act or omission amounting to gross negligence or willful and wanton misconduct.

- F. All persons administering medication, whether prescription or non-prescription, shall document that the student received the medication.
- G. Medications must be picked up in the school health clinic. The student's non-controlled medication may be returned home with the student, if determined appropriate by the school nurse and if the student's parent provides written permission for the student to receive the medication (IC 20-34-3- 18). Controlled substances (stimulants, prescription pain medications, anxiety medications, etc.) cannot be sent home with a student. This provision does not apply to medication possessed by a student for self-administration under IC 20- 33-8-13. Medication will be released to the parent/guardian or a designee from parent/guardian who is at least 18 years old.
- H. No expired medications will be administered at any time.
- I. Medication will be administered according to pharmacy label instructions or recommended package dosage for child's weight and age unless accompanied by written authorization from a licensed prescriber directing otherwise.
- J. Medication will be administered by the school nurse or other employee(s) designated by the building administrator unless a student is authorized to self-administer medication under IC 20- 33-8-13.

Legal Reference:

IC 20-1-1-6
IC 20-1-6-2.1
IC 34-4-16.5-3.5
511 IAC 7-6-7
IC 20-33-8-13
IC 20-34-3-18
IC 34-30-14
IC 34-30-14-6

Date Adopted: 08/22/94
Date Revised: 04/10/23

EMERGENCY MEDICATIONS

BP-6331

As a means of enhancing the health and safety of its students, staff and visitors, the corporation may obtain, maintain, and administer doses of an emergency medications, defined as Albuterol, Epinephrine, and Naloxone, for emergency use to assist a student, staff member or other individual believed or suspected to be experiencing a life-threatening emergency or an opioid overdose.

Drug overdose - shall mean an acute medical condition, including, but not limited to, severe physical illness, coma, mania, hysteria, or death, which is the result of consumption or use of one or more controlled substances causing an adverse reaction. An individual's condition may be deemed to be a drug overdose if a prudent person, possessing an average knowledge of medicine and health, would reasonably believe that the condition is in fact a drug overdose and requires immediate medical attention.

Naloxone - shall mean a medication that can reverse an overdose caused by an opioid drug. As a narcotic antagonist, Naloxone displaces opiates from receptor sites in the brain and reverses respiratory depression that usually is the cause of overdose deaths.

Opioid - shall mean illegal drugs such as heroin, as well as prescription medications used to treat pain such as morphine, codeine, methadone, oxycodone, hydrocodone, fentanyl, hydromorphone, and buprenorphine.

Anaphylaxis - a serious, potentially fatal allergic reaction and medical emergency that is rapid in onset and requires immediate medical attention regardless of use of emergency medication on site. It typically causes more than one of the following: an itchy rash, throat closing due to swelling which can obstruct or stop breathing; severe tongue swelling which can also interfere with or stop breathing; shortness of breath, vomiting, lightheadedness, loss of consciousness, low blood pressure, and medical shock. These symptoms typically start in minutes to hours and then increase very rapidly to life-threatening levels. Urgent medical treatment is required to prevent serious harm or death, even if the patient has used an EpiPen or has taken other medications in response, and even if symptoms appear to be improving.

The Superintendent or designee, in consultation with the school nurse(s) and the school physician, shall establish appropriate internal procedures for the acquisition, stocking and administration of emergency medications and related emergency response procedures pursuant to this policy.

The Boone County Health Officer shall be the prescribing and supervising medical professional for the corporation's stocking and use of emergency medications. The Superintendent or designee shall obtain a standing order from the school physician and/or Boone County Health Officer for administration of emergency medications.

The school nurse shall be responsible for building-level administration of emergency medications and management of emergency medications stocks.

Standing Order

The Boone County Health Officer shall provide and annually renew a standing order for administration of emergency medications to students, staff members or other individuals believed or suspected to be experiencing an opioid overdose or a life-threatening emergency.

The standing order shall include at least the following information:

1. Type of Naloxone (intranasal and auto-injector) and other emergency medications.
2. Date of issue.
3. Dosage.
4. Signature of the school physician.

The standing order shall be maintained in the Superintendent's office, and copies of the standing order shall be kept in each location where emergency medications are stored.

Training

Before any school corporation employee may have custody of or administer emergency medications under this policy, the employee must successfully complete an online training program about recognizing opioid-related overdoses, administering Naloxone, and promptly seeking medical attention for drug overdoses and complete training for the administration of other emergency medications. Evidence that such training has been completed shall be placed in the employee's personnel file.

A list of school corporation employees who successfully complete such training shall be maintained, updated, and kept in the school nurse's office and the school corporation administration office.

Acquisition, Storage and Disposal

Emergency medication shall be safely stored in the school nurse's office or other location designated by the school nurse in accordance with the drug manufacturer's instructions.

Emergency medications shall be made readily accessible to those employees who have completed the required training to administer it in the event of a suspected drug overdose or a life-threatening emergency. All properly trained employees shall be informed of the exact location where the emergency medications are being stored within the school nurse's office or other location.

The school nurse shall obtain sufficient supplies of emergency medications pursuant to the standing order in the same manner as other medical supplies acquired for the school health program. The school nurse or designee shall regularly inventory and refresh emergency

medication stocks, and maintain records, in accordance with the established internal procedures, manufacturer recommendations, and the Indiana Department of Health guidelines.

Administration of Emergency Medications

When responding to a suspected drug overdose or a life-threatening emergency, corporation employees shall follow the steps outlined below:

1. Call for medical help immediately (Dial 9-1-1).
2. Check for signs of opioid overdose or a life-threatening emergency.
3. Perform initial rescue breathing (or CPR if needed), as instructed in training.
4. Administer the emergency medication, as instructed in training.
5. Continue rescue breathing (or CPR if needed), as instructed in training.
6. Administer second dose of Naloxone if needed, as instructed in training.
7. Place in recovery position, as instructed in training.
8. Stay with the individual until emergency medical help arrives.
9. Cooperate with EMS personnel responding to the incident.
10. Notify the building administrator or designee of the incident.

Referral to Law Enforcement and Parental Notification

The Superintendent or designee shall immediately report incidents involving the use of controlled substances on school property, at any school-sponsored activity, or on a conveyance providing transportation to or from a school-sponsored activity to the local police department that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.

The Superintendent or designee shall notify the parent/guardian of any student directly involved in an incident involving the use of controlled substances immediately, as soon as practicable. The Superintendent or designee shall inform the parent/guardian whether or not the local police department that has jurisdiction over the school property has been or may be notified of the incident. The Superintendent or designee shall document attempts made to reach the parent/guardian.

Referral to Student Assistance Program

Any student who experiences a drug overdose shall be referred to the district's Student Assistance Program for a referral. Below are the steps to follow for referral:

1. Call 211 or the Indiana Addiction hotline: 1-800-662-HELP (4357) to live chat with a representative.
2. Through a partnership between Indiana 211 and OpenBeds, people seeking treatment for substance use disorder can be immediately connected with available inpatient or residential treatment services. Information about this referral can be accessed via <https://www.in.gov/fssa/addiction/>.

Indemnification

The school corporation shall indemnify and hold harmless any employee who administers emergency medications in good faith to another individual experiencing a suspected drug overdose or a life-threatening emergency, if all of these conditions apply:

1. The employee did not act with the intent to harm or with reckless indifference to a substantial risk or harm in administering an emergency medication to that individual.
2. The employee successfully completed the training contemplated by this policy.
3. The employee promptly sought additional medical assistance before or immediately after administering the emergency medication.
4. The employee is administering the emergency medication pursuant to this policy.

LEGAL REFERENCE:

IC 20-34-4.5

IC 34-30-14

Date Adopted: 02/13/23

Date Revised: 04/10/23

FOOD ALLERGY STUDENTS

BP - 6400

Our schools take food allergies seriously. We understand that food allergies can be life threatening. Recognizing that the risk of accidental exposure to foods can be reduced in the school setting, we are committed to working with students, parents, and physicians to minimize risks and provide a safe educational environment for food-allergic students.

Western Boone Schools will follow each child's Individual Food Allergy Action Plan which will alleviate any need to implement blanket food bans or attempts to prohibit the entry of food substances. While we do not support blanket food bans, we do encourage staff to consider children with severe allergy in school activity planning (e.g. staff not having nuts in the classroom, consideration of foods for special celebrations).

Parent's Responsibility

- Notify the school of the child's allergies.
- Provide written medical documentation, including allergy condition, instructions for reaction, and medication as directed by a physician.
- Develop a plan with the school nurse and/or school administration to accommodate the child's needs, including protocols in the classroom and cafeteria as well as an emergency action plan, if needs are outside of doctor's food allergy action plan.
- Replace medications after use or upon expiration.
- Educate the child in the self-management of their food allergy, including:
 1. Safe and unsafe foods
 2. Strategies for avoidance of exposure to unsafe foods
 3. Symptoms of allergic reactions
 4. How and when to tell an adult they may be having an allergy-related problem
 5. How to read food labels (if age appropriate)
- Review plan after a reaction has occurred, if needed.
- Update plan annually if changes are made to plan.

School's Responsibility

- Review the health records submitted by parents and physicians
- To not exclude students from school activities solely based on child's food allergy
- Identify a core team (e.g., school nurse, teacher, principal, cafeteria manager) to work with parents to establish Food Allergy Action Plan. All policy decisions about food allergy management should be made with core team participation.
- Provide awareness to everyone who interacts with the student on a regular basis, including understanding food allergy, recognizing symptoms, following protocol in an emergency, and eliminating the use of food allergens in the allergic student's classroom.
- Provide proper storage for medications, include physician's orders, and keep medications easily accessible to designated staff.
- Designate school personnel who can administer medications at all times.
- Review plan after a reaction has occurred.
- Specific to individual students, provide staff training including symptoms and reaction protocol.
- Discuss field trips with family to determine any special instructions
- Follow state/district guidelines regarding sharing medical information about the student.

Date Adopted: 03/09/15

Date Revised: 04/10/23



2 Executive Drive, Suite D
Lafayette, IN 47905
Phone: 765-447-8700 Fax: 765-447-8701

Service Agreement

This agreement made this ____ day of _____ in the year 20____ between Blackbird Clinical Services, LLC, hereinafter called the Vendor, and Western Boone School Corporation, hereinafter called the Client.

WITNESSETH, that the parties hereto, in consideration of the mutual promises and benefits flowing to each of the parties hereto as hereinafter stated, do mutually agree as follows:

I.

Services provided by Vendor:

1. The Vendor will provide urine and alternate specimen drug screen collection services on an on-site basis during our business hours of Monday – Friday 8am-4:30 pm.
2. The Vendor may supply random student selection services per the Client's request.
3. The Vendor will supply only DATIA certified collectors.
4. The Vendor will follow all chain of custody and control procedures.
5. The Vendor will test the samples for amphetamines, barbiturates, benzodiazepines, cocaine, Oxy, opiates, phencyclidine, MDMA, marijuana, nicotine and EtG alcohol. Confirmation testing will go through G-Mass Spectrometry at Clinical Reference Laboratory.

II.

The Vendor agrees to perform the above services in accordance with DATIA and DOT collection standards except in instances where the Client's policies differ where the Client's policies will be upheld.

III.

This contract can be modified, added to, or extended only written mutual agreement of the parties hereto.

IV.

The Vendor agrees by signing this contract that he will indemnify, protect, save, and hold harmless the Client from any and all claims, demands or liability, for any injury to persons and any loss of property resulting from errors, omissions, and acts of negligence on the part of said Vendor in performing this contract.

V.

The Vendor will perform a minimum of 20 on-site student collections on a monthly basis for \$30 per test. There will be no additional charges above and beyond these quoted prices for the services outlined. Any services provided outside the above outlined services will be quoted and agreed upon by both parties and billed accordingly.

Executed as of the day and year first above written,

Vendor: Blackbird Clinical Services

Client: Western Boone School Corp.

BY: _____
Kimi Hathaway, CEO

BY: _____

WITNESS: _____

WITNESS: _____



2 Executive Drive Suite D Lafayette, IN 47905
Phone 765-447-8700 Fax 765-447-8701
Hours of Operations: Monday – Friday
8am – 4:30 pm

Western Boone Referral Form

Student Name: _____ Date of Service: _____

Type of test required:
WESTERN BOONE STUDENT PANEL

Admin Comments:

Blackbird Clinical Services is located off of St Rd 26 in between
Outback Steakhouse and Lowes

****School ID is required to perform drug screens**
All collections are performed on a walk in basis**

RESOLUTION OF WESTERN BOONE COUNTY COMMUNITY SCHOOL CORPORATION (WBCCSC,
THORNTOWN, INDIANA

RESOLUTION NO. 2023-04-10

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE WESTERN BOONE COUNTY COMMUNITY
SCHOOL CORPORATION (BOARD), ADOPTING THE 2023 BOONE COUNTY MULTI-HAZARD
MITIGATION PLAN

WHEREAS the Board recognizes the threat that natural hazards pose to people and property
within WBCCSC and

WHEREAS the Boone County Emergency Management Agency has prepared a multi-hazard
mitigation plan, hereby known as 2023 BOONE COUNTY MULTI-HAZARD MITIGATION PLAN in
accordance with federal laws, including the Robert T. Stafford Disaster Relief and Emergency
Assistance Act, as amended; the National Flood Insurance Act of 1968, as amended; and the
National Dam Safety Program Act, as amended; and

WHEREAS 2023 BOONE COUNTY MULTI-HAZARD MITIGATION PLAN identifies mitigation goals
and actions to reduce or eliminate long-term risk to people and property in WBCCSC from the
impacts of future hazards and disasters; and

WHEREAS adoption by the Board demonstrates its commitment to hazard mitigation and
achieving the goals outlined in the 2023 BOONE COUNTY MULTI-HAZARD MITIGATION PLAN.

NOW THEREFORE, BE IT RESOLVED BY THE Board in Thorntown, INDIANA, THAT:

Section 1. In accordance with local rules for adopting resolutions, the Board adopts the 2023
BOONE COUNTY MULTI-HAZARD MITIGATION PLAN. While content related to WBCCSC may
require revisions to meet the plan approval requirements, changes occurring after adoption will
not require the Board to re-adopt any further iterations of the plan. Subsequent plan updates
following the approval period for this plan will require separate adoption resolutions.

ADOPTED by a vote of ____ in favor and ____ against, and ____ abstaining, this 10th day of
April, 2023.

By: _____ (print name)

ATTEST: By: _____ (print name)

WESTERN BOONE COMMUNITY SCHOOL CORPORATION

SUPPORT STAFF BENEFITS – SCHEDULE ONE

JOB CLASSIFICATIONS: Full Time/contract year-round (260 day) employees

Central Office: Administrative Specialist, Corp Treasurer, Director of Maintenance, Director of Transportation, Fleet Operations Technician, Computer Technician (WB Jr-Sr High), Sys/Network Admin, Registrar (WB Jr-Sr High), Food Service Director, Maintenance Technicians, Grounds Supervisor

HOLIDAYS:

Eleven (11) paid holidays are granted each year on the following occasions: New Year's Day, Martin Luther King Jr Day, President's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, the day after Thanksgiving, Christmas Eve, Christmas Day, New Year's Eve. **Employees on paid leave the workday before a paid holiday are eligible to be paid for the holiday. If an employee is on unpaid leave the workday before a paid holiday, they are not eligible to be paid for that holiday. Those employees that are still in their 90-day probationary period will not be paid for Holidays.**

PERSONAL LEAVE: (following successful completion of Probationary Period, 90 Days)

Returning employees will receive twenty-two (22) days of paid personal leave for the year. If a new employee's probationary period ends in the month of August, 22 personal days will be granted for the first year. For those whose probationary period ends in the following months they will be given the corresponding number of personal days for that year: September-20, October-18, November-16, December-14, January-12, February-10, March-8, April-6, May-4, and June-2, and July-1 day. These days may be used at the employee's discretion and with the supervisor's approval. At the beginning of the school year, remaining personal days from the previous year will remain as personal days until a total of 30 personal days are accumulated. Additional personal days beyond 30 will roll into sick leave days. A new allotment of personal days will be given in August. Twenty-seven (27) days of paid personal leave will be given in August following the employee's 10th anniversary with the school corporation.

Note: Unpaid time is not allowed unless specified by our eLearning Day policy or all personal leave has been exhausted. If all personal leave is exhausted, the employee will only be granted unpaid time off for extenuating circumstances which must be approved by the supervisor and/or superintendent. Sick leave cannot be used without first using all personal leave and must be used for medically approved absence. A medical document from a doctor must be given before accumulated paid sick hours are granted by the superintendent.

BEREAVEMENT LEAVE: (following successful completion of Probationary Period)

Five (5) days of bereavement pay, falling within a seven-day calendar period beginning with the day of the death or the day following such death, are given to an employee grieving the loss of the following family members: spouse, children, sister, brother, mother, father, mother-in-law, father-in-law, grandparents, grandchildren, son-in-law, daughter-in-law, sister-in-law, brother-in-law, stepchildren, or any other member of the family unit living in the same household no matter what the degree of relationship. In case of the death of other family members and/or close friends, bereavement leave of one (1) day is allowed, up to a maximum of two (2) days per year. Bereavement Days do not count against an employee's ability to earn the perfect attendance incentive.

ATTENDANCE INCENTIVE:

An attendance bonus is given to employees who have used no personal, sick or unpaid days and is earned at the rate of \$100.00 per quarter for perfect attendance. If the employee has perfect attendance for the entire year, an additional \$200.00 is earned for a total amount of \$600. Bereavement days do not count against the perfect attendance incentive.

RETIREMENT INCENTIVE:

Retirement for the purposes of this provision means voluntary termination of employment

- 1) On or after attaining age 55 years with ten continuous years of service to, or
- 2) Twenty years of continuous service

Upon retirement or death, an employee will receive a payout of fifty dollars (\$50.00) per day of accumulated unused personal and sick leave for up to 60 days.

HEALTH INSURANCE:

The school corporation pays the following amounts for each employee who enrolls in the school corporation's group medical insurance plan: \$7,000 for single coverage, \$11,000 for family coverage. Since the amount the school corporation pays may be less than the entire premium cost, employees enrolled in the health insurance plan must pay the difference between what the school corporation contributes and the actual cost of the insurance premium. Employees enrolled in the health insurance plan have access to a free clinic as well as free telehealth services.

LONG-TERM DISABILITY and ACCIDENTAL DEATH and DISMEMBERMENT INSURANCE:

Long-term disability and accidental death and dismemberment insurance are provided at a cost of \$1.00 to the employee.

LIFE INSURANCE:

Life insurance coverage in the amount of \$50,000 is provided at a cost of \$1.00 to the employee.

DENTAL INSURANCE:

Corporation contribution: \$200/year.

VISION INSURANCE:

Corporation contribution: \$50.00/year.

SUPPLEMENTAL OPTIONS (Upon Request):

- AFLAC: Accident, Short-term Disability, Hospital, and Critical Care plans available
- Additional Life Insurance for employee, spouse, and family available
- Health Savings Account available for employees on the High Deductible Health Insurance Plan

TAX-DEFERRED RETIREMENT SAVINGS 403(b) PLAN:

After one year of service, employees are eligible for a tax-deferred annuity (established in lieu of a pension plan), whereby 4.5% of the employee's base-pay is contributed by the school corporation to a 403(b) savings account specifically for that employee. With a minimum personal contribution of \$50.00, the school corporation will contribute an additional amount to each employee's 403(b) savings account as follows: \$200.00 for 1-5 years of service, \$400.00 for 6-10 years of service, and \$600.00 for 11+ years of service. Employees are eligible to make additional contributions to their account up to a maximum of 17% of their base salary. Special rules regarding the use of these savings accounts are available upon request.

PRESCHOOL PROGRAM:

The school corporation will waive half the tuition costs associated with the preschool program at Thorntown Elementary School and Granville Wells Elementary School for children of all non-certified regularly scheduled employees. Students must meet eligibility requirements established by the district to enroll in the program.

***RETIREMENT: For all persons employed as of December 31, 2012 (Grandfathered and Frozen):**

Employees with 1 to 14 years of service will receive a payout equal to 80% of their current pay rate for accumulated unused days as of December 31, 2012 up to a maximum one hundred and twenty (120) days based on having ten or more years of continuous service. Employees with 15 or more years of service will receive a payout of 100% of their current pay rate for accumulated unused days as of December 31, 2012 up to a maximum of one hundred and twenty (120) days. This benefit will be frozen effective December 31, 2012 and will be available upon retirement or death.

Upon retirement on and after January 1, 2013, an employee will receive a payout of fifty dollars (\$50.00) per day of unused personal leave for up to 60 days (if employee did not reach 60 days from above retirement benefit) of unused personal leave accumulated after December 31, 2012. Personal leave used on or after January 1, 2013 shall first be deducted from the twelve days accumulated for the current year and thereafter shall be deducted from the days accumulated on or before December 31, 2012.

Upon retirement, employees with ten or more continuous years of service will receive \$100 per year of service accrued on or before December 31, 2012.

Board Approved: 4/10/2023

WESTERN BOONE COMMUNITY SCHOOL CORPORATION

SUPPORT STAFF BENEFITS – SCHEDULE TWO

JOB CLASSIFICATIONS: Full-time, school year employee

Central Office Administration Secretary (216 days), WB - ECA Bookkeeper (215 days), TT or GW-ECA Bookkeeper (196 days), GW & TT School Secretary (196 days), Athletic Secretary (196 days), WB School Secretary (191 days), School Nurse (183 days), GW & TT Technology Assistant (182 days)

PERSONAL LEAVE:

Returning employees will receive eight (8) days of paid personal leave. If a new employee's probationary period ends in the month of November, six personal days will be granted for the remainder of the school year. For those whose probationary period ends in the following months they will be given the corresponding number of personal days for that school year: October-7, November-6, December-5, January-4, February-3, and March-2, and April-1. If a new employee's probationary period ends in May-September, they will be eligible for eight days for the upcoming school year. Personal leave time is granted to each employee per school year based on the number of daily hours worked. Personal leave time may be used at the employee's discretion and with the supervisor's approval. -At the end of the school year, all unused personal leave will transition into sick leave. Personal Leave may not be used for days when an employee is not regularly scheduled to work (summer, school breaks, etc.). A new allotment of personal leave will be given in August.

Note: Unpaid time is not allowed unless specified by our eLearning Day policy or all personal leave has been exhausted. If all personal leave is exhausted, the employee will only be granted unpaid time off for extenuating circumstances which must be approved by the supervisor and/or superintendent. Sick leave cannot be used without first using all personal leave and must be used for medically approved absence. A medical document from a doctor must be given before accumulated paid sick hours are granted by the superintendent.

BEREAVEMENT LEAVE: (following successful completion of Probationary Period)

Five (5) days of bereavement pay, falling within a seven-day calendar period beginning with the day of the death or the day following such death, are given to an employee grieving the loss of the following family members: spouse, children, sister, brother, mother, father, mother-in-law, father-in-law, grandparents, grandchildren, son-in-law, daughter-in-law, sister-in-law, brother-in-law, stepchildren, or any other member of the family unit living in the same household no matter what the degree of relationship. In case of the death of other family members and/or close friends, bereavement leave of one (1) day is allowed, up to a maximum of two (2) days per year. Bereavement Days do not count against an employee's ability to earn the perfect attendance incentive.

ATTENDANCE INCENTIVE:

An attendance bonus is given to employees who have used no personal, sick or unpaid days and is earned at the rate of \$50.00 per quarter for perfect attendance. If the employee has perfect attendance for the entire year, an additional \$200.00 is earned for a total amount of \$400. Bereavement days do not count against the perfect attendance incentive.

RETIREMENT INCENTIVE:

Retirement for the purposes of this provision means voluntary termination of employment

- 1) On or after attaining age 55 years with ten continuous years of service to, or
- 2) Twenty years of continuous service

Upon retirement or death, an employee will receive a payout of fifty dollars (\$50.00) per day of accumulated unused personal and sick leave for up to 60 days.

HEALTH INSURANCE:

The school corporation pays the following amounts for each employee who enrolls in the school corporation's group medical insurance plan: \$7,000 for single coverage, \$11,000 for family coverage. Since the amount the school corporation pays may be less than the entire premium cost, employees enrolled in the health insurance plan must pay the difference between what the school corporation contributes and the actual cost of the insurance premium. Employees enrolled in the health insurance plan have access to a free clinic as well as free telehealth services.

LONG-TERM DISABILITY and ACCIDENTAL DEATH and DISMEMBERMENT INSURANCE:

Long-term disability and accidental death and dismemberment insurance are provided at a cost of \$1.00 to the employee.

LIFE INSURANCE:

Life insurance coverage in the amount of \$50,000 is provided at a cost of \$1.00 to the employee.

DENTAL INSURANCE:

Corporation contribution: \$200/year.

VISION INSURANCE:

Corporation contribution: \$50.00/year.

SUPPLEMENTAL OPTIONS (Upon Request):

- AFLAC: Accident, Short-term Disability, Hospital, and Critical Care plans available
- Additional Life Insurance for employee, spouse, and family available
- Health Savings Account available for employees on the High Deductible Health Insurance Plan

TAX-DEFERRED RETIREMENT SAVINGS 403(b) PLAN:

After one year of service, employees are eligible for a tax-deferred annuity (established in lieu of a pension plan), whereby 3.75% of the employee's base-pay is contributed by the school corporation to a 403(b) savings account specifically for that employee. With a minimum personal contribution of \$50.00, the school corporation will contribute an additional amount to each employee's 403(b) savings account as follows: \$200.00 for 1-5 years' service, \$400.00 for 6-10 years' service, and \$600.00 for 11+ years' service. Employees are eligible to make additional contributions up to the maximum legal limit. Special rules regarding the use of these savings accounts are available upon request.

PRESCHOOL PROGRAM:

The school corporation will waive half the tuition costs associated with the preschool program at Thorntown Elementary School and Granville Wells Elementary School for children of all non-certified regularly scheduled employees. Students must meet eligibility requirements established by the district to enroll in the program.

***RETIREMENT: For all persons employed as of December 31, 2012 (Grandfathered and Frozen):**

Employees with 1 to 14 years of service will receive a payout equal to 80% of their current pay rate for accumulated unused days as of December 31, 2012 up to a maximum one hundred and twenty (120) days based on having ten or more years of continuous service. Employees with 15 or more years of service will receive a payout of 100% of their current pay rate for accumulated unused days as of December 31, 2012 up to a maximum of one hundred and twenty (120) days. This benefit will be frozen effective December 31, 2012 and will be available upon retirement or death.

Upon retirement on and after January 1, 2013, an employee will receive a payout of fifty dollars (\$50.00) per day of unused personal leave for up to 60 days (if employee did not reach 60 days from above retirement benefit) of unused personal leave accumulated after December 31, 2012. Personal leave used on or after January 1, 2013 shall first be deducted from the twelve days accumulated for the current year and thereafter shall be deducted from the days accumulated on or before December 31, 2012.

Upon retirement, employees with ten or more continuous years of service will receive \$100 per year of service accrued on or before December 31, 2012.

†Grandfathered "contract" employees allowed to work on a school year contract. New employees do not have this option.

Board Approved: 4/10/2023

WESTERN BOONE COMMUNITY SCHOOL CORPORATION

SUPPORT STAFF BENEFITS – SCHEDULE THREE

**JOB CLASSIFICATIONS: School year (180-184 day) employees
Cafeteria Staff, Instructional Assistants**

PERSONAL LEAVE: (20 hours/week required to receive personal leave and following successful completion of Probationary Period, 90 Days)

Returning employees will receive five (5) days of paid personal leave. If a new employee's probationary period ends in the month of August or September, 5 personal days will be granted for the first year. For those whose probationary period ends in the following months they will be given the corresponding number of personal days for that year: October-4, November-4, December-3, January-3, February-2, March-2, and April-1. If a new employee's probationary period ends in May-July, they will be eligible for five days for the upcoming school year. Personal leave time is granted to each employee per school year based on the number of daily hours worked. These days may be used at the employee's discretion and with the supervisor's approval. At the end of the school year, all unused personal leave hours will transition into sick leave hours. Personal Leave days may not be used for days when an employee is not regularly scheduled to work (summer, school breaks, etc.). A new allotment of personal days will be given in August.

Note: Unpaid time is not allowed unless specified by our eLearning Day policy or all personal leave has been exhausted. If all personal leave is exhausted, the employee will only be granted unpaid time off for extenuating circumstances which must be approved by the supervisor and/or superintendent. Sick leave cannot be used without first using all personal leave and must be used for medically approved absence. A medical document from a doctor must be given before accumulated paid sick hours are granted by the superintendent.

BEREAVEMENT LEAVE: (following successful completion of Probationary Period)

Five (5) days of bereavement pay, falling within a seven-day calendar period beginning with the day of the death or the day following such death, are given to an employee grieving the loss of the following family members: spouse, children, sister, brother, mother, father, mother-in-law, father-in-law, grandparents, grandchildren, son-in-law, daughter-in-law, sister-in-law, brother-in-law, stepchildren, or any other member of the family unit living in the same household no matter what the degree of relationship. In case of the death of other family members and/or close friends, bereavement leave of one (1) day is allowed, up to a maximum of two (2) days per year. Bereavement Days do not count against an employee's ability to earn the perfect attendance incentive.

ATTENDANCE INCENTIVE:

An attendance bonus is given to employees who have used no personal, sick or unpaid days and is earned at the rate of \$50.00 per quarter for perfect attendance. If the employee has perfect attendance for the entire year, an additional \$200.00 is earned for a total amount of \$400. Bereavement days do not count against the perfect attendance incentive.

RETIREMENT INCENTIVE:

Retirement for the purposes of this provision means voluntary termination of employment

- 1) On or after attaining age 55 years with ten continuous years of service to, or
- 2) Twenty years of continuous service

Upon retirement or death, an employee will receive a payout of fifty dollars (\$50.00) per day of accumulated unused personal and sick leave for up to 60 days.

HEALTH INSURANCE: (30 hours/week required to receive insurance)

The school corporation pays the following amounts for each employee who enrolls in the school corporation's group medical insurance plan: \$7,000 for single coverage, \$11,000 for family coverage. Since the amount the school corporation pays may be less than the entire premium cost, employees enrolled in the health insurance plan must pay the difference between what the school corporation contributes and the actual cost of the insurance premium. Employees enrolled in the health insurance plan have access to a free clinic as well as free telehealth services.

LONG-TERM DISABILITY and ACCIDENTAL DEATH and DISMEMBERMENT INSURANCE: (30 hours/week required to receive insurance)

Long-term disability and accidental death and dismemberment insurance are provided at a cost of \$1.00 to the employee.

LIFE INSURANCE: (30 hours/week required to receive insurance)

Life insurance coverage in the amount of \$50,000 is provided at a cost of \$1.00 to the employee.

DENTAL INSURANCE: (30 hours/week required to receive insurance)

Corporation contribution: \$200/year.

VISION INSURANCE: (30 hours/week required to receive insurance)

Corporation contribution: \$50.00/year.

SUPPLEMENTAL OPTIONS (Upon request for employees with 30 hours/week):

- AFLAC: Accident, Short-term Disability, Hospital, and Critical Care plans available
- Additional Life Insurance for employee, spouse and family available
- Health Savings Account available for employees on the High Deductible Health Insurance Plan

TAX-DEFERRED RETIREMENT SAVINGS 403(b) PLAN:

After one year of service, employees are eligible for a tax-deferred annuity (established in lieu of a pension plan), whereby 3.75% of the employee's base-pay is contributed by the school corporation to a 403(b) savings account specifically for that employee. With a minimum personal contribution of \$50.00, the school corporation will contribute an additional amount to each employee's 403(b) savings account as follows: \$200.00 for 1-5 years of service, \$400.00 for 6-10 years of service, and \$600.00 for 11+ years of service. Employees are eligible to make additional contributions to their account up to a maximum of 17% of their base salary. Special rules regarding the use of these savings accounts are available upon request.

PRESCHOOL PROGRAM

The school corporation will waive half the tuition costs associated with the preschool program at Thorntown Elementary School and Granville Wells Elementary School for children of all non-certified regularly scheduled employees. Students must meet eligibility requirements established by the district to enroll in the program.

***RETIREMENT: For all persons employed as of December 31, 2012 (Grandfathered and Frozen):**

Employees with 1 to 14 years of service will receive a payout equal to 80% of their current pay rate for accumulated unused days as of December 31, 2012 up to a maximum one hundred and twenty (120) days based on having ten or more years of continuous service. Employees with 15 or more years of service will receive a payout of 100% of their current pay rate for accumulated unused days as of December 31, 2012 up to a maximum of one hundred and twenty (120) days. This benefit will be frozen effective December 31, 2012 and will be available upon retirement or death.

Upon retirement on and after January 1, 2013, an employee will receive a payout of fifty dollars (\$50.00) per day of unused personal leave for up to 60 days (if employee did not reach 60 days from above retirement benefit) of unused personal leave accumulated after December 31, 2012. Personal leave used on or after January 1, 2013 shall first be deducted from the twelve days accumulated for the current year and thereafter shall be deducted from the days accumulated on or before December 31, 2012.

Upon retirement, employees with ten or more continuous years of service will receive \$100 per year of service accrued on or before December 31, 2012.

Board Approved: 4/10/2023

WESTERN BOONE COMMUNITY SCHOOL CORPORATION

SUPPORT STAFF BENEFITS – SCHEDULE FOUR

JOB CLASSIFICATIONS: Corporation School Bus Driver, Bus Monitor

BEREAVEMENT LEAVE: (following successful completion of the 90-day Probationary Period)

Five (5) days of bereavement pay, falling within a seven-day calendar period beginning with the day of the death or the day following such death, are given to an employee grieving the loss of the following family members: spouse, children, sister, brother, mother, father, mother-in-law, father-in-law, grandparents, grandchildren, son-in-law, daughter-in-law, sister-in-law, brother-in-law, stepchildren, or any other member of the family unit living in the same household no matter what the degree of relationship. In case of the death of other family members and/or close friends, bereavement leave of one (1) day is allowed, up to a maximum of two (2) days per year.

PERFECT ATTENDANCE BONUS:

Bonus pay is earned at the rate of \$100.00 per school quarter for perfect attendance, payable the first pay period after the quarter in which it was earned. An additional \$100.00 bonus will be paid for each school quarter with perfect attendance, to be paid in the first pay period after the last day of school. If the driver has perfect attendance during the entire school their perfect attendance bonus would total \$800.00 for the school year. Bereavement leave does not count against the perfect attendance bonus.

LONGEVITY BONUS YEARS EXPERIENCE WITH WESTERN BOONE SCHOOLS:

| | | |
|---------------------------------------------|---------------|---------------------|
| Completed Years Driving with Western Boone: | Year 7 & 8: | receive \$200 bonus |
| | Year 9 & 10: | receive \$300 bonus |
| | Year 11 & 12: | receive \$400 bonus |
| | Year 13 & 14: | receive \$500 bonus |
| | Year 15+ | receive \$600 bonus |

HEALTH INSURANCE: (30 hours/week required to receive insurance)

The school corporation pays the following amounts for each employee who enrolls in the school corporation's group medical insurance plan: \$7,000 for single coverage, \$11,000 for family coverage. Since the amount the school corporation pays may be less than the entire premium cost, employees enrolled in the health insurance plan must pay the difference between what the school corporation contributes and the actual cost of the insurance premium. Employees enrolled in the health insurance plan have access to a free clinic as well as free telehealth services.

LONG-TERM DISABILITY and ACCIDENTAL DEATH and DISMEMBERMENT

INSURANCE: (30 hours/week required to receive insurance)

Long-term disability and accidental death and dismemberment insurance are provided at a cost of \$1.00 to the employee.

LIFE INSURANCE: (30 hours/week required to receive insurance)

Life insurance coverage in the amount of \$50,000 is provided at a cost of \$1.00 to the employee.

DENTAL INSURANCE: (30 hours/week required to receive insurance)

Corporation contribution: \$200/year.

VISION INSURANCE: (30 hours/week required to receive insurance)

Corporation contribution: \$50.00/year.

SUPPLEMENTAL OPTIONS (Upon request for employees with 30 hours/week):

- AFLAC: Accident, Short-term Disability, Hospital, and Critical Care plans available
- Additional Life Insurance for employee, spouse and family available
- Health Savings Account available for employees on the High Deductible Health Insurance Plan

TAX-DEFERRED RETIREMENT SAVINGS 403(b) PLAN:

After one year of service, employees are eligible for a tax-deferred annuity (established in lieu of a pension plan), whereby 3.75% of the employee's base-pay is contributed by the school corporation to a 403(b) savings account specifically for that employee. With a minimum personal contribution of \$50.00, the school corporation will contribute an additional amount to each employee's 403(b) savings account as follows: \$200.00 for 1-5 years of service, \$400.00 for 6-10 years of service, and \$600.00 for 11+ years of service. Employees are eligible to make additional contributions up to the maximum legal limit. Special rules regarding the use of these savings accounts are available upon request.

PRESCHOOL PROGRAM

The school corporation will waive half the tuition costs associated with the preschool program at Thorntown Elementary School and Granville Wells Elementary School for children of all non-certified regularly scheduled employees. Students must meet eligibility requirements established by the district to enroll in the program.

***RETIREMENT: For all persons employed as of December 31, 2012 (Grandfathered and Frozen):**

Upon retirement, employees with 10 or more continuous years of service will receive \$100 per year of service accrued as of December 31, 2012.

Board Approved: 4/10/2023

WESTERN BOONE COMMUNITY SCHOOL CORPORATION

SUPPORT STAFF BENEFITS – SCHEDULE FIVE

JOB CLASSIFICATIONS: Full-time, year-round (260 day) employees
Building Custodians, Transportation Technicians, Grounds Crew

HOLIDAYS:

Eleven (11) paid holidays are granted each year on the following occasions: New Year's Day, Martin Luther King Jr Day, President's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, the day after Thanksgiving, Christmas Eve, Christmas Day, New Year's Eve. **Employees on paid leave the workday before a paid holiday are eligible to be paid for the holiday. If an employee is on unpaid leave the workday before a paid holiday, they are not eligible to be paid for that holiday. Those employees that are still in their 90-day probationary period will not be paid for Holidays.**

PERSONAL LEAVE: (following successful completion of Probationary Period, 90 Days)

Returning employees will receive fifteen (15) days of paid personal leave for the year. If a new employee's probationary period ends in the month of August, 15 personal days will be granted for the first year. For those whose probationary period ends in the following months they will be given the corresponding number of personal days for that year: September-13 October-12, November-11, December-10, January-8, February-7, March-6, April-5, May-4, June-2, and July-1 day. These days may be used at the employee's discretion and with the supervisor's approval. At the beginning of the school year, remaining personal days from the previous year will remain as personal days until a total of 30 personal days are accumulated. Additional personal days beyond 30 will roll into sick leave days. A new allotment of personal days will be given in August.

Employees will earn a bonus day of personal leave for each year worked added in August following the anniversary with a maximum of seven (7) bonus days and a maximum total of twenty-two (22) personal leave days. Twenty-seven (27) days of paid personal leave will be given in August following the employee's 10th anniversary with the school corporation.

Note: Unpaid time is not allowed unless specified by our eLearning Day policy or all personal leave has been exhausted. If all personal leave is exhausted, the employee will only be granted unpaid time off for extenuating circumstances which must be approved by the supervisor and/or superintendent. Sick leave cannot be used without first using all personal leave and must be used for medically approved absence. A medical document from a doctor must be given before accumulated paid sick hours are granted by the superintendent.

BEREAVEMENT LEAVE: (following successful completion of Probationary Period)

Five (5) days of bereavement pay, falling within a seven-day calendar period beginning with the day of the death or the day following such death, are given to an employee grieving the loss of the following family members: spouse, children, sister, brother, mother, father, mother-in-law, father-in-law, grandparents, grandchildren, son-in-law, daughter-in-law, sister-in-law, brother-in-law, stepchildren, or any other member of the family unit living in the same household no matter what the degree of relationship. In case of the death of other family members and/or close friends, bereavement leave of one (1) day is allowed, up to a maximum of two (2) days per year. Bereavement days do not count against an employee's ability to earn the perfect attendance incentive.

ATTENDANCE INCENTIVE:

An attendance bonus is given to employees who have used no personal, sick or unpaid days and is earned at the rate of \$100.00 per quarter for perfect attendance. If the employee has perfect attendance for the entire year, an additional \$200.00 is earned for a total amount of \$600. Bereavement days do not count against the perfect attendance incentive.

RETIREMENT INCENTIVE:

Retirement for the purposes of this provision means voluntary termination of employment

- 1) On or after attaining age 55 years with ten continuous years of service to, or
- 2) Twenty years of continuous service

Upon retirement or death, an employee will receive a payout of fifty dollars (\$50.00) per day of accumulated unused personal and sick leave for up to 60 days.

HEALTH INSURANCE:

The school corporation pays the following amounts for each employee who enrolls in the school corporation's group medical insurance plan: \$7,000 for single coverage, \$11,000 for family coverage. Since the amount the school corporation pays may be less than the entire premium cost, employees enrolled in the health insurance plan must pay the difference between what the school corporation contributes and the actual cost of the insurance premium. Employees enrolled in the health insurance plan have access to a free clinic as well as free telehealth services.

LONG-TERM DISABILITY and ACCIDENTAL DEATH and DISMEMBERMENT INSURANCE:

Long-term disability and accidental death and dismemberment insurance are provided at a cost of \$1.00 to the employee.

LIFE INSURANCE:

Life insurance coverage in the amount of \$50,000 is provided at a cost of \$1.00 to the employee.

DENTAL INSURANCE:

Corporation contribution: \$200/year.

VISION INSURANCE:

Corporation contribution: \$50.00/year.

SUPPLEMENTAL OPTIONS (Upon Request):

- AFLAC: Accident, Short-term Disability, Hospital, and Critical Care plans available
- Additional Life Insurance for employee, spouse and family available
- Health Savings Account available for employees on the High Deductible Health Insurance Plan

TAX-DEFERRED RETIREMENT SAVINGS 403(b) PLAN:

After one year of service, employees are eligible for a tax-deferred annuity (established in lieu of a pension plan), whereby 4.5% of the employee's base-pay is contributed by the school corporation to a 403(b) savings account specifically for that employee. With a minimum personal contribution of \$50.00, the school corporation will contribute an additional amount to each employee's 403(b) savings account as follows: \$200.00 for 1-5 years of service, \$400.00 for 6-10 years of service, and \$600.00 for 11+ years of service. Employees are eligible to make additional contributions to their account up to a maximum of 17% of their base salary. Special rules regarding the use of these savings accounts are available upon request.

PRESCHOOL PROGRAM

The school corporation will waive half the tuition costs associated with the preschool program at Thorntown Elementary School and Granville Wells Elementary School for children of all non-certified regularly scheduled employees. Students must meet eligibility requirements established by the district to enroll in the program.

***RETIREMENT: For all persons employed as of December 31, 2012 (Grandfathered and Frozen):**

Employees with 1 to 14 years of service will receive a payout equal to 80% of their current pay rate for accumulated unused days as of December 31, 2012 up to a maximum one hundred and twenty (120) days based on having ten or more years of continuous service. Employees with 15 or more years of service will receive a payout of 100% of their current pay rate for accumulated unused days as of December 31, 2012 up to a maximum of one hundred and twenty (120) days. This benefit will be frozen effective December 31, 2012 and will be available upon retirement or death.

Upon retirement on and after January 1, 2013, an employee will receive a payout of fifty dollars (\$50.00) per day of unused personal leave for up to 60 days (if employee did not reach 60 days from above retirement benefit) of unused personal leave accumulated after December 31, 2012. Personal leave used on or after January 1, 2013 shall first be deducted from the twelve days accumulated for the current year and thereafter shall be deducted from the days accumulated on or before December 31, 2012.

Upon retirement, employees with ten or more continuous years of service will receive \$100 per year of service accrued on or before December 31, 2012.

Board Approved: 4/10/2023



Western Boone County Community School Corporation
1201 North State Road 75
Thorntown, IN 46071
765.482.6333 o.
765.482.0890 f.
www.weboschools.org

Date: April 10, 2023
To: Mr. Rob Ramey
Members of the Western Boone School Board
From: Tricia Reed, Director of Curriculum
Re: Summer School Technology Fee

It is my recommendation that students enrolled in summer school programs which require the use of a laptop device be assessed a \$25 Technology Fee. This fee is equivalent to the device rental fee for one semester.



Western Boone County Community School Corporation
1201 North State Road 75
Thorntown, IN 46071
765.482.6333 o.
765.482.0890 f.
www.weboschools.org

Date: April 10, 2023

To: Mr. Ramey
Members of the Western Boone School Board

From: Tricia Reed, Director of Curriculum

Re: Science Curriculum Adoption

Following a review of science curriculum that included new program material options as well as program materials currently in use, the Elementary Science Adoption Committee and Secondary Science Department have submitted the following recommendations for science curriculum adoption for the period of July 1, 2023 through June 30, 2029.

Grade K-2: Mystery Science (new adoption)

Grade 3-6: McGraw-Hill Inspire Science (new adoption)

Grade 7: Pearson Interactive Science (continued use)

Grade 8: Pearson Interactive Science (continued use)

Biology: Holt McDougal Biology (continued use)*

Chemistry: World of Chemistry by Brooks/Cole (continued use)*

AP Biology: Campbell Biology AP Edition (continued use)

AP Chemistry: Chemistry (Tenth Edition) by Zumdahl (continued use)

Anatomy and Physiology: Essentials of Human Anatomy and Physiology (continued use)

Environmental Science: (New course)*

Integrated Chemistry and Physics: Physical Science by Glencoe (continued use)

* New teachers hired to teach these courses in 2023-2024 will have the option to review and recommend new curriculum for adoption.

Elementary Science Adoption Committee Members:

The following teachers served on the Elementary English/Language Arts Adoption Committee:

Granville Wells Elementary

| | |
|--------------|---------------------|
| Kindergarten | Mrs. Robin Miller |
| First Grade | Mrs. April Seneriz |
| Second Grade | Ms. Rachel Beam |
| Third Grade | Mrs. Beth Juillerat |
| Fourth Grade | Mrs. Jenni Horning |
| Fifth Grade | Ms. Teather Hiatt |
| Sixth Grade | Mr. Tres Barker |

Thorntown Elementary

| |
|---------------------|
| Miss Ruby Grinstead |
| Mrs. Shazia Baker |
| Mrs. Carrie Ransom |
| Miss Bri Wagner |
| Mrs. Kathy Keith |
| Mrs. Katrina Olson |
| Mrs. Audrey Kedanis |

Secondary Science Department

| | |
|-----------------------------------------------|----------------------------------------------------------------------------------|
| Mr. Ryan Hawkins, Science Department Chair | 7 th Grade Science, 8 th Grade Science |
| Mrs. Michelle Woodall | Biology, Environmental Science |
| Mrs. Amanda Plunkett | 7 th Grade Science, Biology |
| Mr. Daniel Pierce | Molecular and Cell Biology, Anatomy and Physiology, Integrated Chemistry/Physics |
| Mr. Clayton Houck | Biology, Chemistry, AP Chemistry |



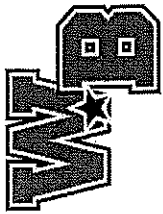
Western Boone Jr.-Sr. High School Athletics

Athletic Director, Jeremy Dexter

To: Mr. Rob Ramey
From: Jeremy Dexter, Athletic Director
RE: 2023 High School Summer Athletics Master Calendar
Date: April 3, 2023

I am presenting the current 2023 Western Boone High School Summer Athletics Master Calendar. The athletic department and its coaching staff are dedicated to sharing athletes and working together to make certain our athletes are able to participate in multiple sports to maximize their opportunities and our success.

Western Boone High School Summer Athletics Master Calendar – (Attached)



WESTERN BOONE HIGH SCHOOL ATHLETICS SUMMER CALENDAR

JULY

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|----------|
| 9 | 10 G 9-10:30 B 4:30-6 VB - 7:30 - 9:00 AM TN - 10:00 - 11:30 AM WR - 9:00 - 10:30 AM XC - 5:30 - 7:00 PM @ WEBO | 11 G 3-4:30 B 4:30-6 SW - 7:00 - 8:30 AM GBB 1:30 - 3:00 PM VB-JV 6:00 - 9:00 PM @ Circle GSC - 7:00 - 8:00 PM BSC - 6:30 - 8:00 PM | 12 SW - 7:00 - 8:30 AM BBB - 9:00 - 10:30 AM WR - 9:00 - 10:30 AM TN - 5:30 - 7:00 PM CH - 7:30 - 8:00 PM @ Champion | 13 G 9-10:30 B 4:30-6 GBB - 7:30 - 9:00 AM GO - Open Course 4:30 - 7 PM VB - V 6:00 - 9:00 PM @ Circle GSC - 7:00 - 8:00 PM BSC - 6:30 - 8:00 PM | 14 | 15 |
| 16 | 17 B 7:30-9 G 9-10:30 VB - 7:30 - 9:00 AM BBB - 9:00 - 10:00 AM TN - 10:00 - 11:30 AM WR - 9:00 - 10:30 AM XC - 5:30 - 7:00 PM @ WEBO | 18 G 3-4:30 B 4:30-6 SW - 7:00 - 8:30 AM GBB 1:30 - 3:00 PM VB-JV 6:00 - 9:00 PM @ Circle FB 6:00 - 7:30 PM CH - 5:00 - 7:00 PM BSC - 6:30 - 8:00 PM GSC - 7:00 - 8:00 PM | 19 SW - 7:00 - 8:30 AM VB - 8:00 - 10:00 AM WR - 9 - 10:30 AM TN - 5:30 - 7:00 PM CH - 7:30 - 8:00 PM @ Champion CH - 5:00 - 7:00 PM | 20 B 7:30-9 G 9-10:30 BBB-9:00 - 11:00 AM - Advance GBB - 7:30 AM - 9:00 AM GO - Open Course 4:30 - 7 PM VB-V 6:00 - 9:00 PM @ Circle GSC - 7:00 - 8:00 PM BSC - 6:30 - 8:00 PM *Breakfast Club Announcement | 21 | 22 |
| 23 | 24 No S&C XC - 1st day of practice FB - 1st day of practice TN - 1st day of practice VB - 1st day of practice BSC - 1st day of practice GSC - 1st day of practice | 25 No S&C BSC - 6:30 - 8:00 PM | 26 | 27 No S&C BSC - 6:30 - 8:00 PM | 28 | 29 |
| 30 | 31 | 1 AUGUST | 2 AUGUST | 3 AUGUST | 4 AUGUST | 5 AUGUST |
| <p>Strength - ST Boys Soccer - BSC Girls Soccer - GSC Cross Country - XC</p> <p>Tennis - TN Volleyball - VB Football - FB Boys Basketball - BBB</p> <p>Girls Basketball - GBB Wrestling - WR Swimming & Diving - SW Baseball - BSB</p> <p>Softball - SFB Golf - GO Track & Field - TR Cheer - CH</p> | | | | | | |





Western Boone Jr.-Sr. High School Athletics

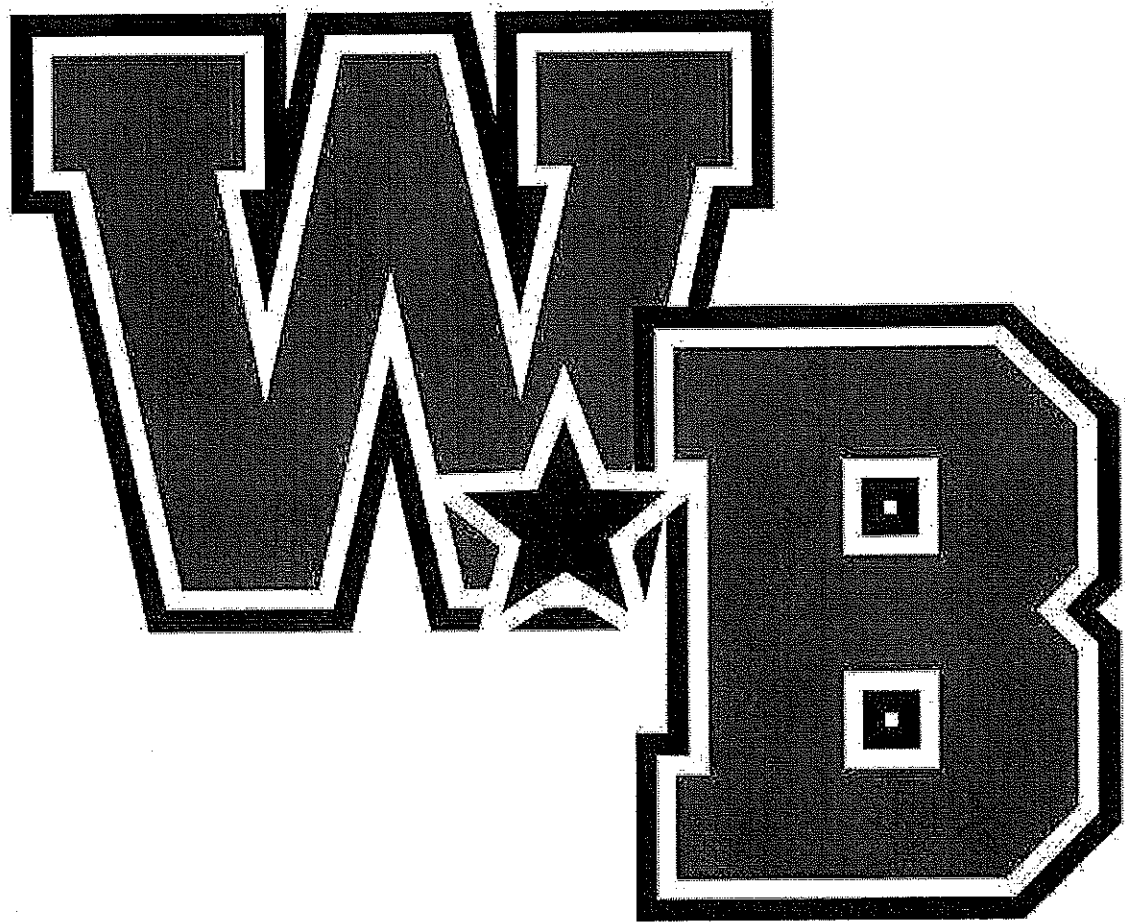
Athletic Director, Jeremy Dexter

To: Mr. Rob Ramey
From: Jeremy Dexter, Athletic Director
RE: 2023-24 Student Athletic Handbook Revisions
Date: April 3, 2023

I am seeking board approval for the 2023-24 Western Boone Jr.-Sr. High School Student Athletic Handbook (attached). Please accept the following recommendations for the 2023-24 Western Boone Jr.-Sr. High School Student Athletic Handbook.

- 2023-24 Western Boone Jr.-Sr. High School Student Athletic Handbook Draft – Attached
Items updated or added
- 2023-24 Western Boone Jr.-Sr. High School Student Athletic Handbook Final Version – Attached

WESTERN BOONE HIGH SCHOOL



STUDENT ATHLETE HANDBOOK

ATHLETIC HANDBOOK FOR STUDENT-ATHLETES

ATHLETIC STATEMENT

This athletic handbook is designed to inform athletes and their parents or guardians of the rules, regulations and information that helped develop the tradition of competition at Western Boone Jr.-Sr. High School.

Participation in Western Boone athletics is a privilege which carries with it varying degrees of honor, responsibility and sacrifice. Since athletic competition of Western Boone teams is a privilege and not a right, those who choose to participate will be expected to follow the *Code of Conduct* established by the administration and other specific coach's rules for their sport. Athletes represent their school and student body. Athletes are to conduct themselves in a manner that is becoming to their family, Western Boone Schools and the community.

ATHLETIC VISION / MISSION

The vision of the Western Boone Athletic Department is to provide the finest opportunities for student-athletes to excel in teamwork, sportsmanship, self-discipline and moral character, while supporting the educational goals of Western Boone Jr.-Sr. High School through an athletic department built on essential core values. Core values that include; being coachable, competitive, fundamental, honorable, respectable, selfless, poised, patient, credible, optimist, kind, life-balanced, honest, motivated, ambitious and hard working. Our mission is to build upon the tradition of excellence within Western Boone athletics and to produce opportunities for physical, social, and emotional growth for Western Boone student-athlete, while providing each participant with experiences that will be positive and memorable. Western Boone seeks to help the athlete develop the capacity for commitment to a cause, to persevere through adversity, accept responsibility and develop loyalty towards a chosen endeavor.

ATHLETE DEFINED

The Western Boone athlete is defined as and includes all young men and women who represent a team that engages in interscholastic competition and further includes cheerleaders, student managers, trainers and statisticians affiliated with a team.

ATHLETIC PROGRAM PROFILE

Western Boone supports 19 sports and cheerleading to students in grades 6 -12. Student-athletes participate in over 500 contests per year. Western Boone is a member of the Sagamore Athletic Conference (SAC). The SAC was formed to promote athletics, academics, activities and information exchange between our eight schools. Members are Crawfordsville, Danville, Frankfort, Lebanon, North Montgomery, Southmont, Tri-West and Western Boone.

SIXTH GRADE PARTICIPATION

Western Boone Junior High School fields athletic interscholastic teams in football, cross country, volleyball, tennis, soccer, basketball, wrestling, swimming, track, baseball, softball, and golf. Football, volleyball, and basketball are considered to be grade level specific sports, and students only compete on and against participants at the same academic grade level. Cross country, tennis, soccer, wrestling, swimming, track, baseball, softball and golf are not considered to be grade level specific and allow competition across grade levels.

A majority of the schools with whom Western Boone Junior High School competes are comprised of students in grades six through eight. In an effort to increase participation in the sports which are not considered to be grade level specific, participation is open to Western Boone School Corporation students in grade six. Sixth grade students participating on Junior High School teams shall meet all participation guidelines regarding physicals, insurance coverage and academic eligibility that are in place at both their elementary school and the junior high school. All sixth-grade athletes need to be registered in FinalForms for participation.

The administration of Western Boone Jr.-Sr High School reserves the right to limit the participation of any and all sixth-grade students in their interscholastic teams' dependent upon the participation level at the seventh and eighth grade levels.

ELIGIBILITY

ACADEMIC/ATHLETIC ELIGIBILITY AT WESTERN BOONE

Student-athletes must be enrolled at Western Boone and pass five full credits (IHSAA standard) each 9-week grading period in order to continue to participate as a team member. Semester-ending grades take precedence. Coaches and sponsors can check progress of students by talking with teachers, issuing periodic grade checks and checking grade cards at the end of grading periods. It is the policy of the athletic department to work closely with the academic progress of each participant. Students with failing grades will attend practices or study at the coach's discretion during periods of academic difficulty.

RANDOM DRUG TESTING PROGRAM

Western Boone Jr. Sr. High School implemented a random drug testing policy in the spring of 2005. To be eligible to participate in athletics at Western Boone a student athlete must enroll in the random drug testing pool. The random drug testing policy is outlined in our student handbook. The athletic code of conduct, specifically the consequences for substance abuse violations of the code, is aligned with the random drug testing policy.

PHYSICAL EXAMINATIONS

Every student-athlete is required by Western Boone and the IHSAA to have a yearly physical examination completed and on file with the athletic office before the first day of official tryouts/practices in any sport. Physical exams are the responsibility of the athlete and his/her parents. Exams are in effect for the next school year if taken after April 1st.

WHAT MUST BE DONE BEFORE YOUR FIRST PRACTICE

The following items are to be completed by the athlete and parent/guardian before the first practice with any team:

- Take and pass physical examination and have supporting student, parent and doctor signatures
- Meet academic eligibility requirements
- Attend team meeting and AD meeting before the start of the season
- Have athletic transfer filed (Transfer students new to Western Boone cannot compete in interscholastic contests until an athletic transfer is completed)
- Have insurance waiver/handbook acknowledgment signed and on file in FinalForms
- Have emergency medical information entered into FinalForms
- Have consent to athletic training services form signed and on file FinalForms
- Register for teams on FinalForms - sign off on all electronic documents - turn physical into athletic office.

CODE OF CONDUCT

STATEMENT

The following Western Boone Athletic rules are in accordance with the Indiana High School Athletic Association Constitution. An athlete is defined as a participant on an athletic team, cheerleaders, managers, trainers, and athletic assistants.

The conduct of participants in athletics at Western Boone, in or out of school, year-round, shall be:

1.) Not to reflect discredit upon our school and 2.) Not to create a disruptive influence on the discipline, good order, moral or educational environment in our school. Any such misconduct violating these principles shall be subject to disciplinary measures.

ENFORCEMENT OF THE CODE OF CONDUCT

The principal or his/her designee shall enforce all rules and regulations as described in the Code of Conduct (hereafter the Code) for athletes. All rules regarding behavior and/or training as outlined in IHSAA regulations apply. The Code will be reinforced by the coach of each sport during the year. Parents/Guardians and athletes are required to sign the consent document stating that they understand the Code and the athlete is subject to disciplinary measure should he/she violate the Code.

Any alleged violation of the Code shall be reported first to the principal or his/her designee and then is to be followed by an investigation by any or all of the following people; coach, sponsor, athletic director, principal or his/her designee.

THE CODE IS ENFORCED TWELVE (12) MONTHS A YEAR, GRADES 6-12

EXPECTED STANDARDS OF CONDUCT FOR ATHLETES.

- The good of the team is first and foremost. Once a team is eliminated the individual becomes the most important.
- No player(s) will ever employ illegal tactics to gain an undeserved advantage. All players will devote themselves to sportsmanship.
- All athletes will care for all equipment as though it was their own personal property. If equipment is destroyed through practice it will be replaced by the school. If equipment is lost the athlete(s) will fulfill their responsibility by paying for replacement of items(s). Athletes will turn in school owned equipment and uniforms before being eligible in their next sport season.
- All athletes will obey the specific training and practice rules of their team as given to them by the coaching staff.
- Athletes should not engage in doing negative things. Drinking alcohol, taking controlled drug substances, using tobacco, E-cigs, e-liquids, vapor devices, using profanity and being disobedient are harmful to athletes and their team, and are punishable under the Code of Conduct.
- Athletes and support students of the team must pass five (5) credits each grading period to be eligible to participate in athletics. Team members should plan their time so that they devote energy to their studies to insure passing grades which represent their true abilities.
- Athletes should be a positive influence in all they attempt to do. They are to work for the betterment of Western Boone and set a good example by doing what is right and good.
- Officials deserve courteous respect. All athletes must realize that officials do not lose a game or contest. They are there to ensure a fair contest.
- Athletes should appreciate that coaches, teachers and school officials have the best interests of all athletes in mind as they equip, schedule and conduct the athletic program.
- All Western Boone athletes must comply with the standards of our athletic code of conduct and school rules or be subject to disciplinary action or dismissal from a team as determined by the rules, coaching staff, athletic director and/or principal of Western Boone Schools

IMPORTANT

Western Boone is not asking athletes to make sacrifices. Sacrifice implies giving up good things. We are asking our athletes to do the opposite. Live clean, think clean and do those things that make them keener, finer and more competent individuals and team members. Participating in athletics is a privilege.

ANTI-HAZING POLICY

Western Boone High School is committed to providing the best learning atmosphere for our students. Hazing activities are inconsistent with our educational mission and will not be tolerated in the athletic department. The Indiana Code defines hazing as "forcing or requiring another person-(1.) With or without the consent of the other person and (2.) as a condition of association with a group or organization; to perform an act that creates a substantial risk of bodily injury." The American Heritage Dictionary, Fourth Edition, defines hazing as: "To persecute or harass with meaningless, difficult, or humiliating tasks. To initiate by exacting humiliating performances from or playing rough practical jokes upon." The Western Boone Athletic Department will not tolerate actions by athletes that recklessly or intentionally endanger the mental or physical health or safety of a student. Disciplinary actions will be taken against students who plan, encourage, or engage in hazing activities. Athletic department employees who permit, encourage, condone or tolerate hazing will be subject to discipline.

RULES OF CONDUCT (Grades 6-12)

The following rules are specific examples of conduct that would violate the *Code of Conduct* set forth above. Conduct that is not covered by these specific examples but that violate the principles of the *Code of Conduct* is subject to disciplinary measures at the discretion of the principal or his/her designee. Multiple offenses of any combinations of the *Code of Conduct Rules 1-5* may result in further disciplinary measures at the discretion of the principal or designee.

RULE 1: Athletes shall not possess, use, transmit or be under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, alcohol, tobacco, E-cigs, e-liquids, vapor devices, stimulant, depressant, anabolic steroids, marijuana, counterfeit caffeine pills; or possess, use or transmit paraphernalia for use of such substances. (Use of an authorized drug as prescribed by a registered physician shall not constitute a violation of this rule).

CONSEQUENCE: First Offense

Suspension from contests for a minimum of 30% of a regular season from the time the infraction was discovered by the administration that occur within the 180 days that make up the school year. Student-athletes will be allowed to practice and attend contests in street clothes. The Carry Over Rule will be used in instances where needed.

- Carry Over Rule: If the offense is committed during the school year, when the student is not participating in his/her sport season, the consequence will start on the first official contest day of his/her next sport. If the student commits the offense during summer break (not within the school year), the consequence will start on the first official contest day of the next athletic season the student athlete participates in. Should a student be suspended from participation in the middle of the athletic season and the suspension of contests is not able to be fully completed during the current athletic season due to not enough contest remaining, he/she will finish out the remainder of the suspension when they participate in their next sport.
- Opportunity to Lower First Offense Suspension: Student-Athletes will have the opportunity to lower his/her first offense suspension from 30% of regular season contests within an athletic season to 20% of regular season contests within an athletic season. This is done by student-athletes volunteering 8 hours for the athletic department. These volunteer hours will be assigned and recorded by the Athletic Director or his/her designee. The 8 hours will need to be completed prior to the 20% of contests with the regular season mark.

Second Offense

Suspension from athletics for 365 calendar days from the time infraction was discovered by the administration. Student-athletes will not be allowed to practice, compete, and/or try-out for any sport that falls within the time frame that the suspension is being served, unless the try-out or practice falls within the last 30 calendar days of the suspension. If the try-out or practice falls within the last 30 calendar days of the suspension, the student-athlete may try out for and practice with the team.

Third Offense

Suspension from participation in athletics for the remaining time they are a student at Western Boone Jr.-Sr. High School. Any student who is under the penalty for the third violation of the substance abuse policy may request a review after 2 years by a committee composed of the principal, assistant principal(s), high school athletic director, junior high school athletic director, and guidance counselor. The student will present just -cause for reinstatement. The decision of the committee must be a majority vote for reinstatement to occur. Students who are reinstated will submit to testing for drugs, alcohol, and nicotine at their personal expense per the school's request. If a positive test is obtained, the student-athlete will be banned from athletics for the remainder of their school career.

RULE 2: Conduct

A student may be suspended from athletics for the use of violence, force, noise, coercion, threat, intimidation, fear, passive resistance, or conduct constituting an interference with the athletic program. He/She may also be suspended for urging other students to engage in the above activity. Furthermore, damage or theft involving school and/or private property, intentionally causing bodily harm to fellow students or school employees, intimidating any student with the intent of obtaining money, possessing weapons, and failing in a substantial number of instances to comply with the directives of coaches and/or rules of the athletic program and/or school are all grounds for suspension

CONSEQUENCE: The athlete will suffer consequences at the discretion of the Athletic Department.

RULE 3: Athletes shall not be in violation of school rules such as truancy, classroom disruption, or other punishable acts.

CONSEQUENCE: The athlete will be disciplined by already-established school rules. He/she may further be dealt with within the structure of each coach's rules for their sport.

RULE 4: Athletes shall not be suspended out-of-school for any reason.

CONSEQUENCE: The athlete will be ineligible for all contests and practices during the term of his/her suspension.

RULE 5: Specific team rules may be set forth by the coach of each sport. These rules and the penalties for breaking them will be given to the athletes by the coach of that sport. These written rules will be on file with the Athletic Director.

ATHLETIC SEASON DEFINED

The athletic season is defined as commencing with the first practice and ending with the final event for that sport. Penalties for violations take effect immediately upon verification of any violation and will include games in succession- i.e. season schedule, tournament and state series, in order of competition.

FORFEITURE OF AWARDS

If an athlete is not in good standing at the end of the sports season that athlete forfeits all letters and awards for that sport.

CARRY-OVER SUSPENSION

If the violation of the Code occurs in the last part of a sport and the violator cannot fulfill the terms of his/her violation in that sport the suspension does carry-over until the suspension is fulfilled. If a typically one-sport athlete elects to participate in a new sport to serve a suspension, he/she will be required to complete that new season in good standing.

COMPLETING A SUSPENSION

When serving a suspension, the athlete is expected to be present at all athletic contests and practices involving his/her team. The athlete is a member of the team and is expected to fulfill this responsibility. If the athlete does not attend the contest, credit will not be given toward fulfilling the requirements of the suspension. It is the coach's discretion to excuse the athlete from attending a contest.

AWARDS

AWARDS INFORMATION FOR ATHLETES

The following information indicates the general guidelines and normal progression for awards. Athletes will receive the appropriate awards for each year as listed and explained below. New athletes to Western Boone (move-ins) cannot exchange awards from their previous school. Athletes cannot buy, substitute or make up for awards not previously won.

DESCRIPTION OF AWARDS

INITIAL AWARD

Junior High students at Western Boone who participate in and complete four sports or more will receive their numerals during their 8th grade year.

CHAMPIONSHIP PATCHES

Individual champions or varsity team champions will receive victory patches for winning the Sectional, Regional, Semi-State or State title(s). Regional, Semi-State and State qualifier patches will also be awarded when warranted. Note: Champions will receive the victory or qualifier patch from the latest championship or qualification they receive during the IHSAA State Tournament. (For Example: A varsity team wins the Sectional and Regional, the team will receive Regional Championship patches only.)

SAC INDIVIDUAL OR TEAM CHAMPIONSHIP PATCHES

Team members or individual champions winning a SAC championship will receive this patch.

CAPTAINS AWARD

Captains pin awarded to each varsity team captain.

THREE SPORT ATHLETE PATCH

Student-Athletes that participate in and finish in good standing in three different sports seasons in a school year, will receive a three-sport patch.

VARSITY LETTER WINNERS (LETTERS AND CHEVRONS)

Individuals that letter for the first time, will receive a WB. Athletes will receive a chevron patch for every instance he/she letters after the first Varsity letter.

LETTER JACKETS

In order to purchase a Western Boone Letter Jacket, an athlete must earn at least one varsity letter. To receive a varsity letter, an athlete must be in **good standing** at the conclusion of the sport season.

Criteria for earning varsity letters:

BASKETBALL: Participate in 1/2 the varsity quarters and be a member of the sectional team.

CROSS COUNTRY: Finish in the top seven for the team in at least 1/2 the varsity meets and be a member of the sectional team or conference team.

FOOTBALL: Participate in 1/2 of the varsity quarters and be a member of the sectional roster. Win scout team player of the year award.

GOLF: Participate in 1/2 of the varsity matches played.

BASEBALL & SOFTBALL: Participate in 1/2 of the varsity games played and be a member of the sectional team.

TENNIS: Participate in 1/2 of the varsity matches.

TRACK: Average 2 points per meet or compete in the conference or sectional meets.

SOCCER: Participate in 1/2 of the halves played and be a member of the sectional team.

SWIMMING: Place in the top 8 of the finals of the conference meet or sectional meet or have a scoring average of 4 points a meet.

VOLLEYBALL: Participate in 1/2 of the varsity matches and be a member of the sectional team.

WRESTLING: Participate in 1/2 of the varsity meets and win 1/4 of your bouts.

CHEERLEADING: Participate in all scheduled home varsity B/G basketball games, all varsity football games, all home or away Sagamore Conference or Boone County B/G basketball games. They must also participate in IHSAA Championship events for B/G basketball and football.

The coach of any sport may use his/her discretion when awarding varsity letters to members of his/her team.

MANAGERS/TRAINERS: Managers/trainers can only receive a participation certificate until they have been with a program at least three (3) years at which time they may receive a varsity letter.

INJURED ATHLETES: An athlete who is injured during the season will receive consideration for a varsity letter according to the athlete's status and involvement with the team before, during, and after injury.

SENIORS: Any senior who has been a part of the program for four years and has not met the above requirements may receive a letter at the coach's discretion.

SPORT SPECIFIC AWARDS: These awards are given on a limited basis and only to athletes for outstanding performances in their sport. The criteria for these awards is set by the coaches prior to the start of each season.

BASEBALL

Varsity-3 Awards of coach's choice

Reserve-2 Awards of coach's choice

JR High- 2 awards of coach's choice

BASKETBALL (BOY'S)

Varsity-3 Awards of coach's choice

Reserve-1 Award of coach's choice

Freshman-1 Award of coach's choice

Eighth-3 Awards of coach's choice

Seventh-3 Awards of coach's choice

Sixth-3 Awards of coach's choice

BASKETBALL (GIRL'S)

Varsity-3 Awards of coach's choice.

Reserve- 1 Award of coach's choice

Eighth-3 Awards of coach's choice

Seventh-3 Awards of coach's choice

Sixth-3 Awards of coach's choice

CROSS COUNTRY

Varsity-3 Awards of coach's choice

Jr. High-Most valuable runner

Jr. High-Most improved

FOOTBALL

Varsity-Helmet plaques to 4 year players or members that have made first team all-conference.
Eighth-3 Awards of coach's choice
Seventh-3 Awards of coach's choice

GOLF

Varsity-3 Awards of coach's choice
Reserve-1 Award of coach's choice
Jr. High-3 Awards of coach's choice

SOCCER

Varsity-3 Awards of coach's choice
Reserve-1 Award of coach's choice
Jr. High-3 Awards of coach's choice

SOFTBALL

Varsity-3 Awards of coach's choice
Reserve-1 Award of coach's choice
Jr. High -- 2 awards of coach's choice

SWIMMING (BOY'S & GIRL'S)

Varsity-Most valuable swimmer
Varsity-Mental attitude
Varsity-Most improved
Jr. High- 3 Awards of coach's choice

TENNIS (BOY'S & GIRL'S)

Varsity-3 Awards of coach's choice
Jr. High-3 Awards of coach's choice

TRACK (BOY'S & GIRL'S)

Varsity-3 Awards of coach's choice
Freshman-Most improved
Jr. High-3 Awards of coach's choice

VOLLEYBALL

Varsity-3 Awards of coaches
Reserve-1 Award of coach's choice
Freshman-1 Award of coach's choice
Eighth-3 Awards of coach's choice
Seventh-3 Awards of coach's choice
Sixth-3 Awards of coach's choice

WRESTLING

Varsity-3 Awards of coach's choice
Jr. High-3 Awards of coach's choice

Senior and Individual Awards

The following awards are voted on by the Athletic Council (Principal, Athletic Director, & Head Coaches)

Paul Brackemyre Senior Boy Athlete of the year
WEBO Senior Girl Athlete of the Year
Senior Scholar Boy Athlete of the Year
Senior Scholar Girl Athlete of the Year
Boys Team Player of the Year
Girls Team Player of the Year

INFORMATION FOR ATHLETES AND PARENTS

ACCIDENTS/INJURIES

All accidents or injuries, home or away, are to be reported to the trainer and/or coach immediately.

ATTENDANCE (ABSENCE) SCHOOL & GAME DAY

Daily attendance to school and practice is very important and expected. A Student-athlete must be signed in by 10:45 A.M. in order to participate/attend his/her athletic event or practice. Approved field trips or school activities constitute attending school. Any exemptions (funeral, dental, doctor) must be approved through the principal's office and/or athletic office.

CHANGING A SPORT

-PARTICIPATION IN TWO SPORTS AT THE SAME TIME

Athletes may NOT participate in more than one sport at the same time.

-TRANSITIONING FROM ONE SPORT TO THE NEXT

An athlete cannot quit one sport to join another sport until that sport season has concluded. For example, the athlete cannot quit football to go out for basketball until football season is completed. If two sports occur in the same season and overlap, an athlete must complete the first sport's season prior to starting practice with the second sport. For example, the athlete must complete junior high boys' basketball season before starting wrestling practice.

-TRANSFERRING TEAMS

If an athlete is cut from a team, he/she may join another team or program in that sport season. If an athlete wishes to transfer from one sport to another during a sport contest season, he/she must first receive permission in writing from the sport coach that the student is presently participating in. Any transfer would be for the benefit of all parties involved. Any such transfer must be approved by the Athletic Director.

CLASS RELEASE

There are few times or reasons why a student-athlete should ever miss class. State tournament practices and competitions and athletic ambassador trips are examples of excusable releases by the school. Excused release from a class is handled through the main office.

COLLEGE-BOUND ATHLETES & RECRUITING

If your student athlete plans to enroll in college following high school and wishes to participate in collegiate athletics, his/her initial eligibility status must be determined by the NCAA and or NAIA Initial Eligibility Center. To be certified by the Eligibility Center to participate in NCAA athletics the prospective student-athlete must:

1. Complete the high school requirements for NCAA Division I or Division II participation.
2. Complete the online application process at www.eligibilitycenter.org (preferred to be done after the student's high school junior year)
3. Complete the high school requirements for participation if interested in an NAIA institution.
4. Complete the online application process at <http://www.playnaia.org/index.php> (preferred to be done after the student's high school junior year).

Note: All high school certification requirements are online at the NCAA or NAIA eligibility center websites.

It is the prospective student-athlete's responsibility to make sure the Eligibility Center has the necessary documents to be certified. You may access your high school's list of approved core courses through the online NCAA or NAIA eligibility center or obtain the list from your guidance counselor. You should work closely with your guidance counselor as soon as your freshman year is completed; to be sure you are taking the required core curriculum courses for eligibility. Also, you should communicate with your coach your desire to participate in collegiate sports, as they can help you prepare for and search for an appropriate college opportunity.

College recruiters may visit Western Boone to talk with our athletes. Students and parents interested in pursuing athletic scholarships should start their searches by asking their individual coaches for information and advice concerning this matter. The guidance office will have additional information about the school or area of interest. NCAA Eligibility Clearinghouse rules determine who is eligible for scholarships. Basically, a student-athlete must be a 'C' student in college prep classes as determined by the NCAA, score well on the Scholastics Aptitude Test or the American College Test and have the recommendation of his/her coaches. These rules are available from the athletic office and your coach. There is time set aside for recruiter-athlete visitation. Your coach and guidance counselor will set this up. Transcripts will be provided to the university through the guidance office.

COMMUNICATION

As an athlete involved in your choice of sports at Western Boone you will experience rewarding moments and times when things do not go the way you wish. At these times, your best choice is to express your concerns directly to the coach. It is always appropriate for the athlete to discuss position, consideration for future play, treatment, behavior and ways to improve. Also, it is important for each athlete to inform his/her parent(s) that they are encouraged to discuss treatment, improvement and behavior with the coach. However, it is never appropriate for athletes or parents to discuss other student-athletes with the coach.

The Western Boone Athletic Department suggests that you go through the following steps when you have a concern.

1. The athlete should address the problem with the coach one on one.
2. If the problem is not resolved, the parent should contact the coach.
3. If the problem still exists, contact the athletic director and set up a meeting privately or with the coach present.
4. It is always the prerogative of the parent to contact the principal, if the issue is still a problem after meeting with the athletic director and the coach.

DRESS

Coaches may ask their players to dress according to team rules.

EQUIPMENT

All athletes will care for all equipment as though it were their own personal property. If equipment is destroyed through practice it will be replaced by the school. If equipment is lost or stolen the athlete(s) will fulfill their responsibility by paying for replacement of item(s). Remember that stealing or wearing stolen equipment is a violation of the Code of Conduct and punishable by suspension from athletics. Equipment may not be worn during the school day, at home or on the streets without approval of the coach of that sport.

ALL ISSUED EQUIPMENT AND UNIFORMS REMAIN THE PROPERTY OF WESTERN BOONE AND MUST BE RETURNED AT THE CONCLUSION OF THE SEASON. ANY MISSING ITEMS WILL BE CHARGED TO THE STUDENT-ATHLETE. PARTICIPATION IN NEXT SPORT SEASON, COMMENCEMENT OR NEXT YEAR'S REGISTRATION WILL BE AFFECTED UNTIL ALL FEES ARE PAID.

IHSAA INDIVIDUAL ELIGIBILITY RULES (Grades 9-12)

ATTENTION ATHLETE: TO BE ELIGIBLE TO REPRESENT WESTERN BOONE IN INTERSCHOOL ATHLETICS YOU:

- 1) Must be a bona fide student in good standing; must be enrolled not later than the 15th day of the current semester.
- 2) Must have completed 10 separate days of organized practice in one sport under the direct supervision of the high school coaching staff or completed 5 separate days of organized practices in one sport if moving from one athletic season into the next (i.e. student-athlete participated in a Fall sport and are moving into participating in a Winter sport).
- 3) Must have received passing grades in at least five full credit subjects during your last grading period; semester grades take precedence; and must be currently enrolled in at least five full credit subjects.
- 4) Must not have reached your 20th birthday prior to or on the scheduled date of the IHSAA state finals in a sport.
- 5) Must have been enrolled in your present high school last semester or at one of the junior highs.
 - unless you are entering the ninth grade for the first time
 - unless you are transferring from a school district or territory with a corresponding bona fide move on the part of your parents.
- 6) Must not have been enrolled in more than eight consecutive semesters beginning in grade 9.
- 7) Must be an amateur (have not participated under an assumed name, have not accepted money or merchandise directly or indirectly for athletic participation, have not accepted awards, gifts, or honors from colleges or their alumni, have not signed a professional contract.)
- 8) Must have had physical exam between April 1st and your first practice.
- 9) Must not have transferred from one school to another for athletic reasons as a result of undue influence by any person or group.
- 10) Must not have received any award from your athletic ability not approved by your principal or IHSAA.
- 11) Must not accept awards in the form of merchandise, meals, cash, etc.
- 12) Must not participate in an athletic contest during the IHSAA authorized contest season for that sport as an individual or on any team other than your school team.
- 13) Must not reflect discredit upon your school.
- 14) Students with remaining eligibility must not participate in tryouts or demonstrations of athletic ability in that sport.
- 15) Must, if absent 5 or more days due to illness or injury, present written verification from a physician stating you may participate again.
- 16) Must not participate in camps, clinics or schools during the IHSAA authorized contest season.
- 17) Girls shall not be permitted to participate in an IHSAA tournament program for boys where an IHSAA tournament program is offered for girls in that sport.

INSURANCE

Western Boone Athletic Department **does not** provide insurance coverage for student-athletes. Western Boone administrators, coaches and trainers are safety conscious and are trained to instruct athletes in the safe and proper techniques of their individual sport(s). Due to the nature of athletic activity, however, injury may occur. Parents must carry the responsibility for providing medical care and insurance coverage for their son or daughter. Parents are encouraged to have a family insurance policy to cover athletic injuries and the cost of treatment. **IT SHOULD BE NOTED THAT NEITHER THE IHSAA NOR WESTERN BOONE JUNIOR-SENIOR HIGH SCHOOL CARRY ANY KIND OF FIRST DOLLAR MEDICAL INSURANCE FOR ATHLETIC INJURIES.**

PRACTICES (REGULAR, VACATION, SCHOOL CLOSING)

All team members are expected to attend all practices. Practice scheduled during school vacations are set by the coach and only the coach can excuse an athlete from practice. Practice during a school closing time (snow, etc.) is not permitted without permission from the Corporation Office.

RETURN TO PARTICIPATION

Reprinted from I.S.A.A Rule # 9-14

A student-athlete must attend and actively participate for consecutive days during a Practice Season, Contest Season or Tournament Series to be eligible for interschool athletic competition in an Emerging or Recognized Sport.

If a student fails to attend and actively participate for consecutive days during a Practice Season, Contest Seasons or Tournament Series in an Emerging or Recognized Sport, such student shall be required to complete the following prior to participating in a Contest:

- a. attend and actively participate in all required Pre-participation Practice sessions,
- b. attend and actively participate in Four (4) school-supervised Practice sessions of normal length, which shall occur on Four (4) separate days prior to the day of the Contest, if the student fails to attend and actively participate in more than Seven (7) but less than Fifteen (15) consecutive days;
- c. attend and actively participate in Six (6) school supervised Practice sessions of normal length, which shall occur on Six (6) separate days prior to the day of the Contest if the student fails to attend and actively participate in more than Fourteen (14) consecutive days.

When calculating the period of days missed, Sundays shall not be included in the count.

If during a Practice Season, Contest Seasons or Tournament Series, a School is unable to conduct Practice sessions for its students in an Emerging or Recognized Sport, and therefore such students are unable to attend and actively participate for consecutive days, such students shall be required to complete the following prior to participating in a Contest:

- a. attend and actively participate in Four (4) school-supervised Practice sessions of normal length, which shall occur on Four (4) separate days prior to the day of the Contest, if the students fail to attend and actively participate in more than Seven (7) but less than Fifteen (15) consecutive days; or
- b. attend and actively participate in Six (6) school-supervised Practice sessions of normal length, which shall occur on Six (6) separate days prior to the day of the Contest if the students fail to attend and actively participate in more than Fourteen (14) consecutive days.

When calculating the period of days missed, Sundays shall not be included in the count.

INTERPRETATION

| Consecutive Days Missed | # of Practices Required |
|-------------------------|-------------------------|
| 8 TO 14 | 4 |
| More than 14 | 6 |

TEAM CUTTING POLICIES

Coaches of the 19 varsity sports at Western Boone have their own policy on how they will choose their teams. In some sports "cutting" a team down to a manageable size is a necessity.

- Every athlete trying out for a squad will be given a fair chance to make the team. Generally, this means that the athlete should be given at least 2 days of tryout.
- It is at the discretion of each sport's coaching staff to decide who will be on their team.
- Coaches will explain their policy to candidates for their team at the first meeting.
- An athlete may be cut from a team anytime during a season.

TRAINER

Witham Health Services provides athletic training services for Western Boone Junior-Senior High School. The trainer is present at all high school practices and home events. The trainer also covers home JH High football and wrestling events.

TRAINING ROOM

The training room is located at the East end of the building. Student-athletes are not permitted in this room without adult supervision. Training rooms are for treatment and rehabilitation. Space is limited, therefore only athletes needing treatment are allowed in these rooms.

WEATHER

If the Western Boone School Corporation is on a delay, all morning practices are canceled. A decision by the school will be made by 6:00 A.M. If school is closed or we have an early dismissal, all afternoon and evening practices and games will be canceled unless the Superintendent makes an exception.

WEIGHT ROOM

The weight room is available for use by teams before and after school. There is a full program of weight training offered during the school year and summer under the guidance of our strength coach. No student shall use the weight room without adult supervision or without having a physical exam on file in the athletic office.

CELL PHONES & SOCIAL NETWORKING SITES

1. Cell phones and cameras may not be used inside a locker room for any purpose. This means no texting, no calling and no pictures. The use of cell phones is not permitted in the locker room at any time. **NO EXCEPTIONS TO THE RULE.** This rule applies to all players, managers and coaches (coaches may use a cell phone in their office, not the locker room). A violation of this rule will result in immediate penalty, which could include dismissal from the team. If a photograph is taken, the matter may be turned over to legal authorities for possible prosecution. Should an athlete receive a call or text while in the locker room, he/she should take the phone (still in backpack, book bag, gym bag, etc.) out to the hall or outside the building before use. **CAMERAS AND PHONES MAY NOT BE IN USE OR OUT IN VIEW IN THE LOCKER ROOM FOR ANY REASON.**

2. **SOCIAL NETWORKING SITES:** Student-athletes are responsible for information contained in written or electronic transmissions (i.e. e-mail) and any information posted on a public domain (i.e. Twitter, TikTok, Facebook, SnapChat, Vine, chat room, Instagram, You Tube, etc.). Inappropriate or embarrassing information or pictures should not be posted in any public domain. Student-athletes are not prohibited from participation in such online social networks; however, student-athletes should be reminded that they serve as representatives of their team, the athletic program and the Western Boone Community School Corporation. Texting, tweeting, posting and uses of other social networks to disparage or criticize the team, other students, opponents, coaches or other school personnel is inappropriate behavior and conduct unbecoming of a Western Boone student-athlete. Any individual identified on a social networking site which depicts illegal or inappropriate behavior, will be considered in violation and subject to athletic discipline which could include suspension or dismissal from the program. Length of suspension will be determined by the athletic director with coach's involvement.

CONSENT FORM: Western Boone Athletic Department

This consent form is valid for the following school year, if signed after April 1st.

STUDENT CERTIFICATION FOR ATHLETIC PARTICIPATION I hereby certify that I have read the Western Boone Athletic Handbook and understand the eligibility and conduct guidelines as printed. I also understand the risks involved in athletic participation. To the best of my knowledge, I have suffered no injury or illness in the past that would hinder my participation in athletics at Western Boone Junior-Senior High School.

Signature: _____ Date: _____

Printed : _____ Grade: _____

PARENT/GUARDIAN CONSENT FORM (to be completed by parent or legal guardian; where divorce or separation, parent with legal custody must sign)

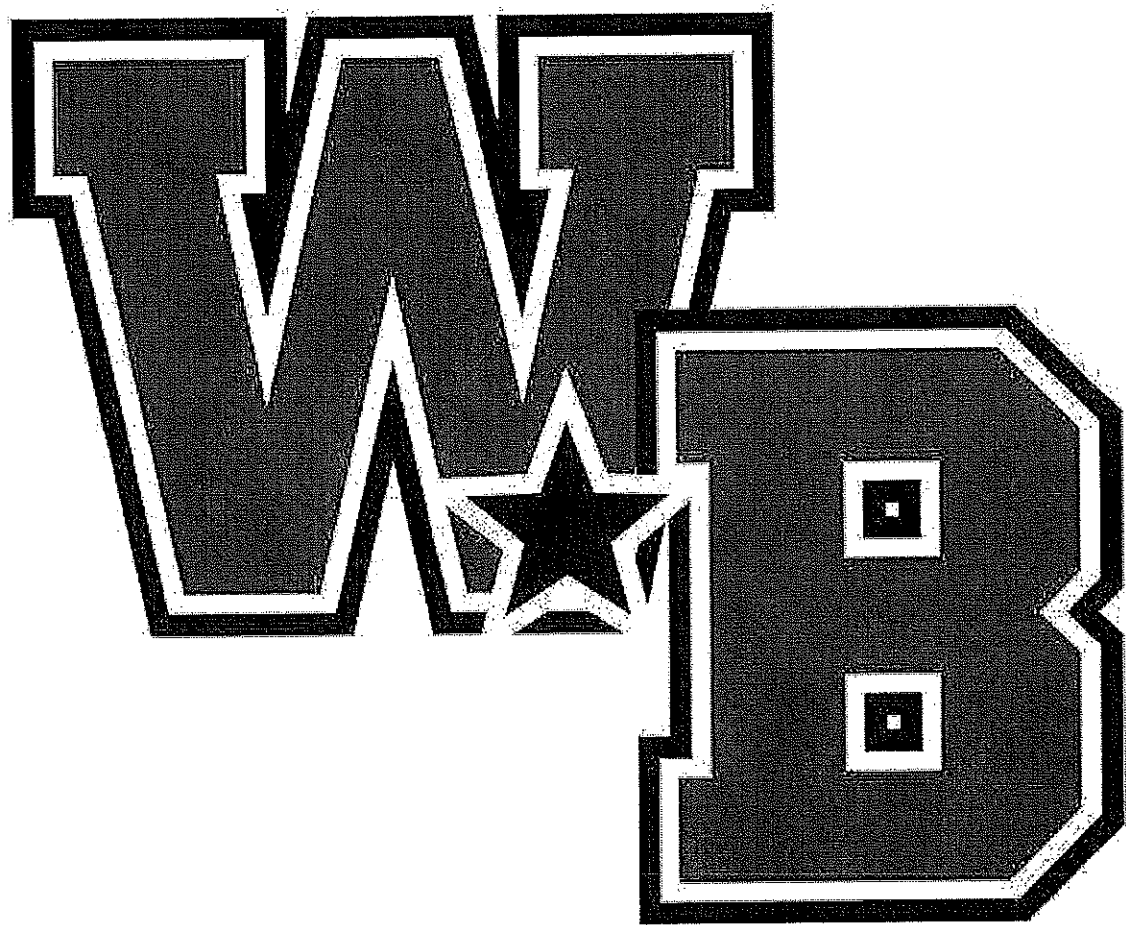
- A. In accordance with the rules of the IHSAA and Western Boone Junior Senior High School, I hereby consent for the above student to participate in all athletics at Western Boone Junior Senior High School.
- B. I understand that participation may necessitate an early dismissal from classes. I also understand that travel is necessary and an accident causing injury is a possibility.
- C. I know of and acknowledge that my son/daughter knows of the risks involved in athletic participation, understands that serious injury and even death may be possible in such participation, and chooses to accept any and all responsibility for his/her safety and welfare while participating in athletics. With full understanding of the risks involved, I release and hold harmless my school, the schools involved, and the IHSAA of any and all responsibility and liability for any injury or claim resulting from such athletic participation. I agree to take no legal action against the IHSAA or my school because of any accident or mishap involving the athletic participation of my son/daughter.
- D. As a parent and/or guardian of the above student I have read the Western Boone Athletic Handbook and discussed it with my son/daughter. I understand the Code of Conduct and realize it applies year-round. I also realize that my son/daughter is subject to disciplinary measures should he/she violate the rules of the Code of Conduct.
- E. I authorize Western Boone Junior Senior High School to investigate and obtain information from police agencies, the probation department, or any other source regarding events leading up to an arrest of filing or charges for an act which would be in violation of any of the rules and regulations as stated in Western Boone's Athletic Handbook.
- F. As the parent or legal guardian for the Student listed above, I do hereby consent to the Student receiving athletic training services from Witham Health Services. I understand that during the course of these services certain health information related to Student's athletic training services may be used and/or disclosed for treatment, payment or healthcare operations purposes, or as otherwise required by law. I further consent to certain health information being disclosed to school personnel, including but not limited to, coaches, school administration, and/or staff, as necessary as well as the team physician and/or treating physician.
- G. Absent the fault or negligence of Western Boone agents or employees causing injury or harm to my child, I will not hold Western Boone or its personnel liable or responsible for payment of any claims arising from an incident or accident occurring in connection with my child's participation in athletics.
- H. I understand my child will not be allowed to participate in athletic contests at Western Boone Junior Senior High School until I attend or view the mandatory parent meetings with the Athletic Director at the start of each sport season. These meetings will be either held in the auditorium or conducted in an on-line format for those who cannot attend in person.

I HAVE READ THE ABOVE CAREFULLY

Parent/Guardian Signature: _____ Date: _____

Printed: _____

WESTERN BOONE HIGH SCHOOL



STUDENT ATHLETE HANDBOOK

ATHLETIC HANDBOOK FOR STUDENT-ATHLETES

ATHLETIC STATEMENT

This athletic handbook is designed to inform athletes and their parents or guardians of the rules, regulations and information that helped develop the tradition of competition at Western Boone Jr.-Sr. High School.

Participation in Western Boone athletics is a privilege which carries with it varying degrees of honor, responsibility and sacrifice. Since athletic competition of Western Boone teams is a privilege and not a right, those who choose to participate will be expected to follow the *Code of Conduct* established by the administration and other specific coach's rules for their sport. Athletes represent their school and student body. Athletes are to conduct themselves in a manner that is becoming to their family, Western Boone Schools and the community.

ATHLETIC VISION / MISSION

The vision of the Western Boone Athletic Department is to provide the finest opportunities for student-athletes to excel in teamwork, sportsmanship, self-discipline and moral character, while supporting the educational goals of Western Boone Jr.-Sr. High School through an athletic department built on essential core values. Core values that include; being coachable, competitive, fundamental, honorable, respectable, selfless, poised, patient, credible, optimist, kind, life-balanced, honest, motivated, ambitious and hard working. Our mission is to build upon the tradition of excellence within Western Boone athletics and to produce opportunities for physical, social, and emotional growth for Western Boone student-athlete, while providing each participant with experiences that will be positive and memorable. Western Boone seeks to help the athlete develop the capacity for commitment to a cause, to persevere through adversity, accept responsibility and develop loyalty towards a chosen endeavor.

ATHLETE DEFINED

The Western Boone athlete is defined as and includes all young men and women who represent a team that engages in interscholastic competition and further includes cheerleaders, student managers, trainers and statisticians affiliated with a team.

ATHLETIC PROGRAM PROFILE

Western Boone supports 19 sports and cheerleading to students in grades 6 -12. Student-athletes participate in over 500 contests per year. Western Boone is a member of the Sagamore Athletic Conference (SAC). The SAC was formed to promote athletics, academics, activities and information exchange between our eight schools. Members are Crawfordsville, Danville, Frankfort, Lebanon, North Montgomery, Southmont, Tri-West and Western Boone.

SIXTH GRADE PARTICIPATION

Western Boone Junior High School fields athletic interscholastic teams in football, cross country, volleyball, tennis, soccer, basketball, wrestling, swimming, track, baseball, softball, and golf. Football, volleyball, and basketball are considered to be grade level specific sports, and students only compete on and against participants at the same academic grade level. Cross country, tennis, soccer, wrestling, swimming, track, baseball, softball and golf are not considered to be grade level specific and allow competition across grade levels.

A majority of the schools with whom Western Boone Junior High School competes are comprised of students in grades six through eight. In an effort to increase participation in the sports which are not considered to be grade level specific, participation is open to Western Boone School Corporation students in grade six. Sixth grade students participating on Junior High School teams shall meet all participation guidelines regarding physicals, insurance coverage and academic eligibility that are in place at both their elementary school and the junior high school. All sixth-grade athletes need to be registered in FinalForms for participation.

The administration of Western Boone Jr.-Sr High School reserves the right to limit the participation of any and all sixth-grade students in their interscholastic teams' dependent upon the participation level at the seventh and eighth grade levels.

ELIGIBILITY

ACADEMIC/ATHLETIC ELIGIBILITY AT WESTERN BOONE

Student-athletes must be enrolled at Western Boone and pass five full credits (IHSAA standard) each 9-week grading period in order to continue to participate as a team member. Semester-ending grades take precedence. Coaches and sponsors can check progress of students by talking with teachers, issuing periodic grade checks and checking grade cards at the end of grading periods. It is the policy of the athletic department to work closely with the academic progress of each participant. Students with failing grades will attend practices or study at the coach's discretion during periods of academic difficulty.

RANDOM DRUG TESTING PROGRAM

Western Boone Jr. Sr. High School implemented a random drug testing policy in the spring of 2005. To be eligible to participate in athletics at Western Boone a student athlete must enroll in the random drug testing pool. The random drug testing policy is outlined in our student handbook. The athletic code of conduct, specifically the consequences for substance abuse violations of the code, is aligned with the random drug testing policy.

PHYSICAL EXAMINATIONS

Every student-athlete is required by Western Boone and the IHSAA to have a **yearly physical examination completed and on file with the athletic office before the first day of official tryouts/practices in any sport**. Physical exams are the responsibility of the athlete and his/her parents. Exams are in effect for the next school year if taken after April 1st.

WHAT MUST BE DONE BEFORE YOUR FIRST PRACTICE

The following items are to be completed by the athlete and parent/guardian before the first practice with any team:

- Take and pass physical examination and have supporting student, parent and doctor signatures
- Meet academic eligibility requirements
- Attend team meeting and AD meeting before the start of the season
- Have athletic transfer filed (Transfer students new to Western Boone cannot compete in interscholastic contests until an athletic transfer is completed)
- Have insurance waiver/handbook acknowledgment signed and on file in FinalForms
- Have emergency medical information entered into FinalForms
- Have consent to athletic training services form signed and on file FinalForms
- Register for teams on FinalForms - sign off on all electronic documents - turn physical into athletic office.

CODE OF CONDUCT

STATEMENT

The following Western Boone Athletic rules are in accordance with the Indiana High School Athletic Association Constitution. An athlete is defined as a participant on an athletic team, cheerleaders, managers, trainers, and athletic assistants.

The conduct of participants in athletics at Western Boone, in or out of school, year-round, shall be:

1.) Not to reflect discredit upon our school and 2.) Not to create a disruptive influence on the discipline, good order, moral or educational environment in our school. Any such misconduct violating these principles shall be subject to disciplinary measures.

ENFORCEMENT OF THE CODE OF CONDUCT

The principal or his/her designee shall enforce all rules and regulations as described in the Code of Conduct (hereafter the Code) for athletes. All rules regarding behavior and/or training as outlined in IHSAA regulations apply. The Code will be reinforced by the coach of each sport during the year. Parents/Guardians and athletes are required to sign the consent document stating that they understand the Code and the athlete is subject to disciplinary measure should he/she violate the Code.

Any alleged violation of the Code shall be reported first to the principal or his/her designee and then is to be followed by an investigation by any or all of the following people; coach, sponsor, athletic director, principal or his/her designee.

THE CODE IS ENFORCED TWELVE (12) MONTHS A YEAR, GRADES 6-12

EXPECTED STANDARDS OF CONDUCT FOR ATHLETES.

- The good of the team is first and foremost. Once a team is eliminated the individual becomes the most important.
- No player(s) will ever employ illegal tactics to gain an undeserved advantage. All players will devote themselves to sportsmanship.
- All athletes will care for all equipment as though it was their own personal property. If equipment is destroyed through practice it will be replaced by the school. If equipment is lost the athlete(s) will fulfill their responsibility by paying for replacement of items(s). Athletes will turn in school owned equipment and uniforms before being eligible in their next sport season.
- All athletes will obey the specific training and practice rules of their team as given to them by the coaching staff.
- Athletes should not engage in doing negative things. Drinking alcohol, taking controlled drug substances, using tobacco, E-cigs, e-liquids, vapor devices, using profanity and being disobedient are harmful to athletes and their team, and are punishable under the Code of Conduct.
- Athletes and support students of the team must pass five (5) credits each grading period to be eligible to participate in athletics. Team members should plan their time so that they devote energy to their studies to insure passing grades which represent their true abilities.
- Athletes should be a positive influence in all they attempt to do. They are to work for the betterment of Western Boone and set a good example by doing what is right and good.
- Officials deserve courteous respect. All athletes must realize that officials do not lose a game or contest. They are there to ensure a fair contest.
- Athletes should appreciate that coaches, teachers and school officials have the best interests of all athletes in mind as they equip, schedule and conduct the athletic program.
- All Western Boone athletes must comply with the standards of our athletic code of conduct and school rules or be subject to disciplinary action or dismissal from a team as determined by the rules, coaching staff, athletic director and/or principal of Western Boone Schools

IMPORTANT

Western Boone is not asking athletes to make sacrifices. Sacrifice implies giving up good things. We are asking our athletes to do the opposite. Live clean, think clean and do those things that make them keener, finer and more competent individuals and team members. Participating in athletics is a privilege.

ANTI-HAZING POLICY

Western Boone High School is committed to providing the best learning atmosphere for our students. Hazing activities are inconsistent with our educational mission and will not be tolerated in the athletic department. The Indiana Code defines hazing as "forcing or requiring another person-(1.) With or without the consent of the other person and (2.) as a condition of association with a group or organization; to perform an act that creates a substantial risk of bodily injury." The American Heritage Dictionary, Fourth Edition, defines hazing as: "To persecute or harass with meaningless, difficult, or humiliating tasks. To initiate by exacting humiliating performances from or playing rough practical jokes upon." The Western Boone Athletic Department will not tolerate actions by athletes that recklessly or intentionally endanger the mental or physical health or safety of a student. Disciplinary actions will be taken against students who plan, encourage, or engage in hazing activities. Athletic department employees who permit, encourage, condone or tolerate hazing will be subject to discipline.

RULES OF CONDUCT (Grades 6-12)

The following rules are specific examples of conduct that would violate the *Code of Conduct* set forth above. Conduct that is not covered by these specific examples but that violate the principles of the *Code of Conduct* is subject to disciplinary measures at the discretion of the principal or his/her designee. Multiple offenses of any combinations of the *Code of Conduct Rules 1-5* may result in further disciplinary measures at the discretion of the principal or designee.

RULE 1: Athletes shall not possess, use, transmit or be under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, alcohol, tobacco, E-cigs, e-liquids, vapor devices, stimulant, depressant, anabolic steroids, marijuana, counterfeit caffeine pills; or possess, use or transmit paraphernalia for use of such substances. (Use of an authorized drug as prescribed by a registered physician shall not constitute a violation of this rule).

CONSEQUENCE: First Offense

Suspension from contests for a minimum of 30% of a regular season from the time the infraction was discovered by the administration that occur within the 180 days that make up the school year. Student-athletes will be allowed to practice and attend contests in street clothes. The Carry Over Rule will be used in instances where needed.

- **Carry Over Rule:** If the offense is committed during the school year, when the student is not participating in his/her sport season, the consequence will start on the first official contest day of his/her next sport. If the student commits the offense during summer break (not within the school year), the consequence will start on the first official contest day of the next athletic season the student athlete participates in. Should a student be suspended from participation in the middle of the athletic season and the suspension of contests is not able to be fully completed during the current athletic season due to not enough contest remaining, he/she will finish out the remainder of the suspension when they participate in their next sport.
- **Opportunity to Lower First Offense Suspension:** Student-Athletes will have the opportunity to lower his/her first offense suspension from 30% of regular season contests within an athletic season to 20% of regular season contests within an athletic season. This is done by student-athletes volunteering 8 hours for the athletic department. These volunteer hours will be assigned and recorded by the Athletic Director or his/her designee. The 8 hours will need to be completed prior to the 20% of contests with the regular season mark.

Second Offense

Suspension from athletics for 365 calendar days from the time infraction was discovered by the administration. Student-athletes will not be allowed to practice, compete, and/or try-out for any sport that falls within the time frame that the suspension is being served, unless the try-out or practice falls within the last 30 calendar days of the suspension. If the try-out or practice falls within the last 30 calendar days of the suspension, the student-athlete may try out for and practice with the team.

Third Offense

Suspension from participation in athletics for the remaining time they are a student at Western Boone Jr.-Sr. High School. Any student who is under the penalty for the third violation of the substance abuse policy may request a review after 2 years by a committee composed of the principal, assistant principal(s), high school athletic director, junior high school athletic director, and guidance counselor. The student will present just -cause for reinstatement. The decision of the committee must be a majority vote for reinstatement to occur. Students who are reinstated will submit to testing for drugs, alcohol, and nicotine at their personal expense per the school's request. If a positive test is obtained, the student-athlete will be banned from athletics for the remainder of their school career.

RULE 2: Conduct

A student may be suspended from athletics for the use of violence, force, noise, coercion, threat, intimidation, fear, passive resistance, or conduct constituting an interference with the athletic program. He/She may also be suspended for urging other students to engage in the above activity. Furthermore, damage or theft involving school and/or private property, intentionally causing bodily harm to fellow students or school employees, intimidating any student with the intent of obtaining money, possessing weapons, and failing in a substantial number of instances to comply with the directives of coaches and/or rules of the athletic program and/or school are all grounds for suspension

CONSEQUENCE: The athlete will suffer consequences at the discretion of the Athletic Department.

RULE 3: Athletes shall not be in violation of school rules such as truancy, classroom disruption, or other punishable acts.

CONSEQUENCE: The athlete will be disciplined by already-established school rules. He/she may further be dealt with within the structure of each coach's rules for their sport.

RULE 4: Athletes shall not be suspended out-of-school for any reason.

CONSEQUENCE: The athlete will be ineligible for all contests and practices during the term of his/her suspension.

RULE 5: Specific team rules may be set forth by the coach of each sport. These rules and the penalties for breaking them will be given to the athletes by the coach of that sport. These written rules will be on file with the Athletic Director.

ATHLETIC SEASON DEFINED

The athletic season is defined as commencing with the first practice and ending with the final event for that sport. Penalties for violations take effect immediately upon verification of any violation and will include games in succession- i.e. season schedule, tournament and state series, in order of competition.

FORFEITURE OF AWARDS

If an athlete is not in good standing at the end of the sports season that athlete forfeits all letters and awards for that sport.

CARRY-OVER SUSPENSION

If the violation of the Code occurs in the last part of a sport and the violator cannot fulfill the terms of his/her violation in that sport the suspension does carry-over until the suspension is fulfilled. If a typically one-sport athlete elects to participate in a new sport to serve a suspension, he/she will be required to complete that new season in good standing.

COMPLETING A SUSPENSION

When serving a suspension, the athlete is expected to be present at all athletic contests and practices involving his/her team. The athlete is a member of the team and is expected to fulfill this responsibility. If the athlete does not attend the contest, credit will not be given toward fulfilling the requirements of the suspension. It is the coach's discretion to excuse the athlete from attending a contest.

AWARDS

AWARDS INFORMATION FOR ATHLETES

The following information indicates the general guidelines and normal progression for awards. Athletes will receive the appropriate awards for each year as listed and explained below. New athletes to Western Boone (move-ins) cannot exchange awards from their previous school. Athletes cannot buy, substitute or make up for awards not previously won.

DESCRIPTION OF AWARDS

INITIAL AWARD

Junior High students at Western Boone who participate in and complete four sports or more will receive their numerals during their 8th grade year.

CHAMPIONSHIP PATCHES

Individual champions or varsity team champions will receive victory patches for winning the Sectional, Regional, Semi-State or State title(s). Regional, Semi-State and State qualifier patches will also be awarded when warranted. Note: Champions will receive the victory or qualifier patch from the latest championship or qualification they receive during the IHSA State Tournament. (For Example: A varsity team wins the Sectional and Regional, the team will receive Regional Championship patches only.)

SAC INDIVIDUAL OR TEAM CHAMPIONSHIP PATCHES

Team members or individual champions winning a SAC championship will receive this patch.

CAPTAINS AWARD

Captains pin awarded to each varsity team captain.

THREE SPORT ATHLETE PATCH

Student-Athletes that participate in and finish in good standing in three different sports seasons in a school year, will receive a three-sport patch.

VARSITY LETTER WINNERS (LETTERS AND CHEVRONS)

Individuals that letter for the first time, will receive a WB. Athletes will receive a chevron patch for every instance he/she letters after the first Varsity letter.

LETTER JACKETS

In order to purchase a Western Boone Letter Jacket, an athlete must earn at least one varsity letter. To receive a varsity letter, an athlete must be **in good standing** at the conclusion of the sport season.

Criteria for earning varsity letters:

BASKETBALL: Participate in 1/2 the varsity quarters and be a member of the sectional team.

CROSS COUNTRY: Finish in the top seven for the team in at least 1/2 the varsity meets and be a member of the sectional team or conference team.

FOOTBALL: Participate in 1/2 of the varsity quarters and be a member of the sectional roster. Win scout team player of the year award.

GOLF: Participate in 1/2 of the varsity matches played.

BASEBALL & SOFTBALL: Participate in 1/2 of the varsity games played and be a member of the sectional team.

TENNIS: Participate in 1/2 of the varsity matches.

TRACK: Average 2 points per meet or compete in the conference or sectional meets.

SOCCER: Participate in 1/2 of the halves played and be a member of the sectional team.

SWIMMING: Place in the top 8 of the finals of the conference meet or sectional meet or have a scoring average of 4 points a meet.

VOLLEYBALL: Participate in 1/2 of the varsity matches and be a member of the sectional team.

WRESTLING: Participate in 1/2 of the varsity meets and win 1/4 of your bouts.

CHEERLEADING: Participate in all scheduled home varsity B/G basketball games, all varsity football games, all home or away Sagamore Conference or Boone County B/G basketball games. They must also participate in IHSAA Championship events for B/G basketball and football.

The coach of any sport may use his/her discretion when awarding varsity letters to members of his/her team.

MANAGERS/TRAINERS: Managers/trainers can only receive a participation certificate until they have been with a program at least three (3) years at which time they may receive a varsity letter.

INJURED ATHLETES: An athlete who is injured during the season will receive consideration for a varsity letter according to the athlete's status and involvement with the team before, during, and after injury.

SENIORS: Any senior who has been a part of the program for four years and has not met the above requirements may receive a letter at the coach's discretion.

SPORT SPECIFIC AWARDS: These awards are given on a limited basis and only to athletes for outstanding performances in their sport. The criteria for these awards is set by the coaches prior to the start of each season.

BASEBALL

Varsity-3 Awards of coach's choice

Reserve-2 Awards of coach's choice

JR High- 2 awards of coach's choice

BASKETBALL (BOY'S)

Varsity-3 Awards of coach's choice

Reserve-1 Award of coach's choice

Freshman-1 Award of coach's choice

Eighth-3 Awards of coach's choice

Seventh-3 Awards of coach's choice

Sixth-3 Awards of coach's choice

BASKETBALL (GIRL'S)

Varsity-3 Awards of coach's choice.

Reserve- 1 Award of coach's choice

Eighth-3 Awards of coach's choice

Seventh-3 Awards of coach's choice

Sixth-3 Awards of coach's choice

CROSS COUNTRY

Varsity-3 Awards of coach's choice

Jr. High-Most valuable runner

Jr. High-Most improved

FOOTBALL

Varsity-Helmet plaques to 4 year players or members that have made first team all-conference.
Eighth-3 Awards of coach's choice
Seventh-3 Awards of coach's choice

GOLF

Varsity-3 Awards of coach's choice
Reserve-1 Award of coach's choice
Jr. High-3 Awards of coach's choice

SOCCER

Varsity-3 Awards of coach's choice
Reserve-1 Award of coach's choice
Jr. High-3 Awards of coach's choice

SOFTBALL

Varsity-3 Awards of coach's choice
Reserve-1 Award of coach's choice
Jr. High – 2 awards of coach's choice

SWIMMING (BOY'S & GIRL'S)

Varsity-Most valuable swimmer
Varsity-Mental attitude
Varsity-Most improved
Jr. High- 3 Awards of coach's choice

TENNIS (BOY'S & GIRL'S)

Varsity-3 Awards of coach's choice
Jr. High-3 Awards of coach's choice

TRACK (BOY'S & GIRL'S)

Varsity-3 Awards of coach's choice
Freshman-Most improved
Jr. High-3 Awards of coach's choice

VOLLEYBALL

Varsity-3 Awards of coaches
Reserve-1 Award of coach's choice
Freshman-1 Award of coach's choice
Eighth-3 Awards of coach's choice
Seventh-3 Awards of coach's choice
Sixth-3 Awards of coach's choice

WRESTLING

Varsity-3 Awards of coach's choice
Jr. High-3 Awards of coach's choice

Senior and Individual Awards

The following awards are voted on by the Athletic Council (Principal, Athletic Director, & Head Coaches)

Paul Brackemyre Senior Boy Athlete of the year
WEBO Senior Girl Athlete of the Year
Senior Scholar Boy Athlete of the Year
Senior Scholar Girl Athlete of the Year
Boys Team Player of the Year
Girls Team Player of the Year

INFORMATION FOR ATHLETES AND PARENTS

ACCIDENTS/INJURIES

All accidents or injuries, home or away, are to be reported to the trainer and/or coach immediately.

ATTENDANCE (ABSENCE) SCHOOL & GAME DAY

Daily attendance to school and practice is very important and expected. A Student-athlete must be signed in by 10:45 A.M. in order to participate/attend his/her athletic event or practice. Approved field trips or school activities constitute attending school. Any exemptions (funeral, dental, doctor) must be approved through the principal's office and/or athletic office.

CHANGING A SPORT

-PARTICIPATION IN TWO SPORTS AT THE SAME TIME

Athletes may NOT participate in more than one sport at the same time.

-TRANSITIONING FROM ONE SPORT TO THE NEXT

An athlete cannot quit one sport to join another sport until that sport season has concluded. For example, the athlete cannot quit football to go out for basketball until football season is completed. If two sports occur in the same season and overlap, an athlete must complete the first sport's season prior to starting practice with the second sport. For example, the athlete must complete junior high boys' basketball season before starting wrestling practice.

-TRANSFERRING TEAMS

If an athlete is cut from a team, he/she may join another team or program in that sport season. If an athlete wishes to transfer from one sport to another during a sport contest season, he/she must first receive permission in writing from the sport coach that the student is presently participating in. Any transfer would be for the benefit of all parties involved. Any such transfer must be approved by the Athletic Director.

CLASS RELEASE

There are few times or reasons why a student-athlete should ever miss class. State tournament practices and competitions and athletic ambassador trips are examples of excusable releases by the school. Excused release from a class is handled through the main office.

COLLEGE-BOUND ATHLETES & RECRUITING

If your student athlete plans to enroll in college following high school and wishes to participate in collegiate athletics, his/her initial eligibility status must be determined by the NCAA and or NAIA Initial Eligibility Center. To be certified by the Eligibility Center to participate in NCAA athletics the prospective student-athlete must:

1. Complete the high school requirements for NCAA Division I or Division II participation.
2. Complete the online application process at www.eligibilitycenter.org (preferred to be done after the student's high school junior year)
3. Complete the high school requirements for participation if interested in an NAIA institution.
4. Complete the online application process at <http://www.playnaia.org/index.php> (preferred to be done after the student's high school junior year).

Note: All high school certification requirements are online at the NCAA or NAIA eligibility center websites.

It is the prospective student-athlete's responsibility to make sure the Eligibility Center has the necessary documents to be certified. You may access your high school's list of approved core courses through the online NCAA or NAIA eligibility center or obtain the list from your guidance counselor. You should work closely with your guidance counselor as soon as your freshman year is completed; to be sure you are taking the required core curriculum courses for eligibility. Also, you should communicate with your coach your desire to participate in collegiate sports, as they can help you prepare for and search for an appropriate college opportunity.

College recruiters may visit Western Boone to talk with our athletes. Students and parents interested in pursuing athletic scholarships should start their searches by asking their individual coaches for information and advice concerning this matter. The guidance office will have additional information about the school or area of interest. NCAA Eligibility Clearinghouse rules determine who is eligible for scholarships. Basically, a student-athlete must be a 'C' student in college prep classes as determined by the NCAA, score well on the Scholastics Aptitude Test or the American College Test and have the recommendation of his/her coaches. These rules are available from the athletic office and your coach. There is time set aside for recruiter-athlete visitation. Your coach and guidance counselor will set this up. Transcripts will be provided to the university through the guidance office.

COMMUNICATION

As an athlete involved in your choice of sports at Western Boone you will experience rewarding moments and times when things do not go the way you wish. At these times, your best choice is to express your concerns directly to the coach. It is always appropriate for the athlete to discuss position, consideration for future play, treatment, behavior and ways to improve. Also, it is important for each athlete to inform his/her parent(s) that they are encouraged to discuss treatment, improvement and behavior with the coach. However, it is never appropriate for athletes or parents to discuss other student-athletes with the coach.

The Western Boone Athletic Department suggests that you go through the following steps when you have a concern.

1. The athlete should address the problem with the coach one on one.
2. If the problem is not resolved, the parent should contact the coach.
3. If the problem still exists, contact the athletic director and set up a meeting privately or with the coach present.
4. It is always the prerogative of the parent to contact the principal, if the issue is still a problem after meeting with the athletic director and the coach.

DRESS

Coaches may ask their players to dress according to team rules.

EQUIPMENT

All athletes will care for all equipment as though it were their own personal property. If equipment is destroyed through practice it will be replaced by the school. If equipment is lost or stolen the athlete(s) will fulfill their responsibility by paying for replacement of item(s). Remember that stealing or wearing stolen equipment is a violation of the Code of Conduct and punishable by suspension from athletics. Equipment may not be worn during the school day, at home or on the streets without approval of the coach of that sport.

ALL ISSUED EQUIPMENT AND UNIFORMS REMAIN THE PROPERTY OF WESTERN BOONE AND MUST BE RETURNED AT THE CONCLUSION OF THE SEASON. ANY MISSING ITEMS WILL BE CHARGED TO THE STUDENT-ATHLETE. PARTICIPATION IN NEXT SPORT SEASON, COMMENCEMENT OR NEXT YEAR'S REGISTRATION WILL BE AFFECTED UNTIL ALL FEES ARE PAID.

IHSAA INDIVIDUAL ELIGIBILITY RULES (Grades 9-12)

ATTENTION ATHLETE: TO BE ELIGIBLE TO REPRESENT WESTERN BOONE IN INTERSCHOOL ATHLETICS YOU:

- 1) Must be a bona fide student in good standing; must be enrolled not later than the 15th day of the current semester.
- 2) Must have completed 10 separate days of organized practice in one sport under the direct supervision of the high school coaching staff or completed 5 separate days of organized practices in one sport if moving from one athletic season into the next (i.e. student-athlete participated in a Fall sport and are moving into participating in a Winter sport).
- 3) Must have received passing grades in at least five full credit subjects during your last grading period; semester grades take precedence; and must be currently enrolled in at least five full credit subjects.
- 4) Must not have reached your 20th birthday prior to or on the scheduled date of the IHSAA state finals in a sport.
- 5) Must have been enrolled in your present high school last semester or at one of the junior highs.
 - unless you are entering the ninth grade for the first time
 - unless you are transferring from a school district or territory with a corresponding bona fide move on the part of your parents.
- 6) Must not have been enrolled in more than eight consecutive semesters beginning in grade 9.
- 7) Must be an amateur (have not participated under an assumed name, have not accepted money or merchandise directly or indirectly for athletic participation, have not accepted awards, gifts, or honors from colleges or their alumni, have not signed a professional contract.)
- 8) Must have had physical exam between April 1st and your first practice.
- 9) Must not have transferred from one school to another for athletic reasons as a result of undue influence by any person or group.
- 10) Must not have received any award from your athletic ability not approved by your principal or IHSAA.
- 11) Must not accept awards in the form of merchandise, meals, cash, etc.
- 12) Must not participate in an athletic contest during the IHSAA authorized contest season for that sport as an individual or on any team other than your school team.
- 13) Must not reflect discredit upon your school.
- 14) Students with remaining eligibility must not participate in tryouts or demonstrations of athletic ability in that sport.
- 15) Must, if absent 5 or more days due to illness or injury, present written verification from a physician stating you may participate again.
- 16) Must not participate in camps, clinics or schools during the IHSAA authorized contest season.
- 17) Girls shall not be permitted to participate in an IHSAA tournament program for boys where an IHSAA tournament program is offered for girls in that sport.

INSURANCE

Western Boone Athletic Department **does not** provide insurance coverage for student-athletes. Western Boone administrators, coaches and trainers are safety conscious and are trained to instruct athletes in the safe and proper techniques of their individual sport(s). Due to the nature of athletic activity, however, injury may occur. Parents must carry the responsibility for providing medical care and insurance coverage for their son or daughter. Parents are encouraged to have a family insurance policy to cover athletic injuries and the cost of treatment. **IT SHOULD BE NOTED THAT NEITHER THE IHSAA NOR WESTERN BOONE JUNIOR-SENIOR HIGH SCHOOL CARRY ANY KIND OF FIRST DOLLAR MEDICAL INSURANCE FOR ATHLETIC INJURIES.**

PRACTICES (REGULAR, VACATION, SCHOOL CLOSING)

All team members are expected to attend all practices. Practice scheduled during school vacations are set by the coach and only the coach can excuse an athlete from practice. Practice during a school closing time (snow, etc.) is not permitted without permission from the Corporation Office.

RETURN TO PARTICIPATION

Reprinted from ISAA Rule # 9-14

A student-athlete must attend and actively participate for consecutive days during a Practice Season, Contest Season or Tournament Series to be eligible for interschool athletic competition in an Emerging or Recognized Sport.

If a student fails to attend and actively participate for consecutive days during a Practice Season, Contest Seasons or Tournament Series in an Emerging or Recognized Sport, such student shall be required to complete the following prior to participating in a Contest:

- a. attend and actively participate in all required Pre-participation Practice sessions,
- b. attend and actively participate in Four (4) school-supervised Practice sessions of normal length, which shall occur on Four (4) separate days prior to the day of the Contest, if the student fails to attend and actively participate in more than Seven (7) but less than Fifteen (15) consecutive days;
- c. attend and actively participate in Six (6) school supervised Practice sessions of normal length, which shall occur on Six (6) separate days prior to the day of the Contest if the student fails to attend and actively participate in more than Fourteen (14) consecutive days.

When calculating the period of days missed, Sundays shall not be included in the count.

If during a Practice Season, Contest Seasons or Tournament Series, a School is unable to conduct Practice sessions for its students in an Emerging or Recognized Sport, and therefore such students are unable to attend and actively participate for consecutive days, such students shall be required to complete the following prior to participating in a Contest:

- a. attend and actively participate in Four (4) school-supervised Practice sessions of normal length, which shall occur on Four (4) separate days prior to the day of the Contest, if the students fail to attend and actively participate in more than Seven (7) but less than Fifteen (15) consecutive days; or
- b. attend and actively participate in Six (6) school-supervised Practice sessions of normal length, which shall occur on Six (6) separate days prior to the day of the Contest if the students fail to attend and actively participate in more than Fourteen (14) consecutive days.

When calculating the period of days missed, Sundays shall not be included in the count.

INTERPRETATION

| Consecutive Days Missed | # of Practices Required |
|-------------------------|-------------------------|
| 8 TO 14 | 4 |
| More than 14 | 6 |

TEAM CUTTING POLICIES

Coaches of the 19 varsity sports at Western Boone have their own policy on how they will choose their teams. In some sports "cutting" a team down to a manageable size is a necessity.

- Every athlete trying out for a squad will be given a fair chance to make the team. Generally, this means that the athlete should be given at least 2 days of tryout.
- It is at the discretion of each sport's coaching staff to decide who will be on their team.
- Coaches will explain their policy to candidates for their team at the first meeting.
- An athlete may be cut from a team anytime during a season.

TRAINER

Witham Health Services provides athletic training services for Western Boone Junior-Senior High School. The trainer is present at all high school practices and home events. The trainer also covers home JH High football and wrestling events.

TRAINING ROOM

The training room is located at the East end of the building. Student-athletes are not permitted in this room without adult supervision. Training rooms are for treatment and rehabilitation. Space is limited, therefore only athletes needing treatment are allowed in these rooms.

WEATHER

If the Western Boone School Corporation is on a delay, all morning practices are canceled. A decision by the school will be made by 6:00 A.M. If school is closed or we have an early dismissal, all afternoon and evening practices and games will be canceled unless the Superintendent makes an exception.

WEIGHT ROOM

The weight room is available for use by teams before and after school. There is a full program of weight training offered during the school year and summer under the guidance of our strength coach. No student shall use the weight room without adult supervision or without having a physical exam on file in the athletic office.

CELL PHONES & SOCIAL NETWORKING SITES

1. Cell phones and cameras may not be used inside a locker room for any purpose. This means no texting, no calling and no pictures. The use of cell phones is not permitted in the locker room at any time. **NO EXCEPTIONS TO THE RULE.** This rule applies to all players, managers and coaches (coaches may use a cell phone in their office, not the locker room). A violation of this rule will result in immediate penalty, which could include dismissal from the team. If a photograph is taken, the matter may be turned over to legal authorities for possible prosecution. Should an athlete receive a call or text while in the locker room, he/she should take the phone (still in backpack, book bag, gym bag, etc.) out to the hall or outside the building before use. **CAMERAS AND PHONES MAY NOT BE IN USE OR OUT IN VIEW IN THE LOCKER ROOM FOR ANY REASON.**

2. **SOCIAL NETWORKING SITES:** Student-athletes are responsible for information contained in written or electronic transmissions (i.e. e-mail) and any information posted on a public domain (i.e. Twitter, TikTok, Facebook, SnapChat, Vine, chat room, Instagram, You Tube, etc.). Inappropriate or embarrassing information or pictures should not be posted in any public domain. Student-athletes are not prohibited from participation in such online social networks; however, student-athletes should be reminded that they serve as representatives of their team, the athletic program and the Western Boone Community School Corporation. Texting, tweeting, posting and uses of other social networks to disparage or criticize the team, other students, opponents, coaches or other school personnel is inappropriate behavior and conduct unbecoming of a Western Boone student-athlete. Any individual identified on a social networking site which depicts illegal or inappropriate behavior, will be considered in violation and subject to athletic discipline which could include suspension or dismissal from the program. Length of suspension will be determined by the athletic director with coach's involvement.

CONSENT FORM: Western Boone Athletic Department

This consent form is valid for the following school year, if signed after April 1st.

STUDENT CERTIFICATION FOR ATHLETIC PARTICIPATION I hereby certify that I have read the Western Boone Athletic Handbook and understand the eligibility and conduct guidelines as printed. I also understand the risks involved in athletic participation. To the best of my knowledge, I have suffered no injury or illness in the past that would hinder my participation in athletics at Western Boone Junior-Senior High School.

Signature: _____ Date: _____

Printed : _____ Grade: _____

PARENT/GUARDIAN CONSENT FORM (to be completed by parent or legal guardian; where divorce or separation, parent with legal custody must sign)

- A. In accordance with the rules of the IHSAA and Western Boone Junior Senior High School, I hereby consent for the above student to participate in all athletics at Western Boone Junior Senior High School.
- B. I understand that participation may necessitate an early dismissal from classes. I also understand that travel is necessary and an accident causing injury is a possibility.
- C. I know of and acknowledge that my son/daughter knows of the risks involved in athletic participation, understands that serious injury and even death may be possible in such participation, and chooses to accept any and all responsibility for his/her safety and welfare while participating in athletics. With full understanding of the risks involved, I release and hold harmless my school, the schools involved, and the IHSAA of any and all responsibility and liability for any injury or claim resulting from such athletic participation. I agree to take no legal action against the IHSAA or my school because of any accident or mishap involving the athletic participation of my son/daughter.
- D. As a parent and/or guardian of the above student I have read the Western Boone Athletic Handbook and discussed it with my son/daughter. I understand the Code of Conduct and realize it applies year-round. I also realize that my son/daughter is subject to disciplinary measures should he/she violate the rules of the Code of Conduct.
- E. I authorize Western Boone Junior Senior High School to investigate and obtain information from police agencies, the probation department, or any other source regarding events leading up to an arrest of filing or charges for an act which would be in violation of any of the rules and regulations as stated in Western Boone's Athletic Handbook.
- F. As the parent or legal guardian for the Student listed above, I do hereby consent to the Student receiving athletic training services from Witham Health Services. I understand that during the course of these services certain health information related to Student's athletic training services may be used and/or disclosed for treatment, payment or healthcare operations purposes, or as otherwise required by law. I further consent to certain health information being disclosed to school personnel, including but not limited to, coaches, school administration, and/or staff, as necessary as well as the team physician and/or treating physician.
- G. Absent the fault or negligence of Western Boone agents or employees causing injury or harm to my child, I will not hold Western Boone or its personnel liable or responsible for payment of any claims arising from an incident or accident occurring in connection with my child's participation in athletics.
- H. I understand my child will not be allowed to participate in athletic contests at Western Boone Junior Senior High School until I attend or view the mandatory parent meetings with the Athletic Director at the start of each sport season. These meetings will be either held in the auditorium or conducted in an on -line format for those who cannot attend in person.

I HAVE READ THE ABOVE CAREFULLY

Parent/Guardian Signature: _____ Date: _____

Printed: _____



Bus Quotation

New X Pre-Driven

Prepared For: Western Boone County CSC – Lisa Pearson

Unit Prices:

- 1. 2024 IC CE Electric School Bus
 - MEETS ALL IN SPECS
 - Includes basic numbering & lettering
 - See Included Spec Sheet

Sale Price.....**\$406,240.00**
 Grand Total (4).....**\$1,624,960.00**

- 2. InCharge 60kW DC FAST CHARGE DUAL 25FT CCS1 CABLE
 - 24 Month Software License, Includes Shipping
 - Includes install and hook up of charger, once site prep is done.
 - Does not include power to location or concrete structure to install.

Sale Price.....**\$67,867.00**
 Grand Total (2).....**\$135,734.00**

Estimated Delivery: November 2023

-
- This quotation is firm for 30 days
 - Credit Cards cannot be accepted for full or partial payment
 - Excludes any applicable taxes

Submitted By:

 4/5/2023

Regional Sales Manager – School Bus
Midwest Transit Equipment, Inc.



Western Boone Jr.-Sr. High School Athletics

Athletic Director, Jeremy Dexter

To: Mr. Rob Ramey
From: Jeremy Dexter, Athletic Director
RE: Salvage Equipment
Date: April 3, 2023

I am seeking board approval for the following items to be categorized as salvage. Please accept the following recommendations from the athletic department:

Equipment Salvage Recommendations

30 Hurdles:

Last off season we purchased 30 new hurdles and marked 30 in "poor" shape as salvage and they were discarded. This off season, we purchased 30 more new hurdles and have identified 30 more hurdles in "poor" shape for salvage to be discarded. We now have 60 new hurdles marked with the WeBo lettering and logos to be used for track meets and 40 older hurdles in "fair" shape to be used for practice and as supplemental equipment.

EDUCATION & OPERATION FUND COMPARISON REPORT

As of March 31, 2023, the Education Fund cash balance was \$3,879,925. The Education Fund expenditures for March 2023 were \$1,111,409. As of the end of March 2023, a total of 24% of the 2023 appropriation was expended.

As of March 31, 2023, the Operation Fund cash balance was \$1,953,935. The Operation Fund expenditures for March 2023 were \$465,699. As of the end of March 2023, a total of 19% of the 2023 appropriation was expended.

Western Boone County Community School Corporation has investments in the form of various interest-bearing accounts, deposits and treasuries with financial institutions and has earned interest as follows:

| <u>Financial Institution</u> | <u>2023 YTD Interest Earned</u> |
|------------------------------|---------------------------------|
| Home National Bank | \$102,679.27 Interest |
| Raymond James | \$13,262.51 Income |
| Raymond James | \$22,487.37 Change in Value |

March was a three payroll month.

FYI: The March 2023 - Fund, Appropriation, and Revenue Reports are posted to the School Board Document Site