



KILLEEN
INDEPENDENT
SCHOOL DISTRICT

**Parents and Students
Athletics Handbook**

Killeen Independent School District

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ADMINISTRATION OF INTERSCHOLASTIC ATHLETICS

A. Philosophy

The goal of the Killeen Independent School District for competitive sports is:

- To produce highly competitive athletics teams and individuals in all sports while adhering to all UIL rules and regulations.
- To demonstrate the highest ideals of sportsmanship and ethics required by KISD and the UIL in all athletics.
- To produce the best scholar athletes possible through increased emphasis of academic excellence through tutorial assistance and college/career/military readiness by all participants in KISD.
- To provide the proper instruction and facilities for athletics participants to successfully compete and excel.
- To provide the proper environment for all participants to develop themselves physically, mentally, and emotionally to become productive citizens of any community.

B. Objectives

- To provide as many students as possible with a good environment.
- To instill good habits, sound morals, exemplary citizenship, and a high standard of sportsmanship in student athletes.
- To further in students an appreciation for optimum health and physical fitness, with continuous emphasis on proper rest, good eating habits, and cleanliness.
- To develop all programs in such a manner that the result is one of unity, harmony, and success.
- To instill in all athletes the desire to represent their school and community in a manner that will make school administrators, teachers, parents, fellow students, and other citizens proud.
- To emphasize to athletes, at all levels of competition, the fact that athletics competition is a privilege that carries with it certain responsibilities. Some of these responsibilities include training, loyalty, eligibility, improvement, courage, and perseverance.
- To create in all students a greater interest in the value of education.
- To maintain and conduct the most successful interscholastic athletics program in the state of Texas.

GENERAL PROCEDURES

A. General Problem-Solving Procedure

1. The first step in problem solving is for the head coach and the campus athletic coordinator to work together to solve the problem. If this first step does not work, the principal should then be involved.
2. The executive director for athletics, principals, and coaches have the responsibility of discussing, organizing, forming basic policies, and solving problems in the following areas:
 - a. Schedules
 - b. Eligibility
 - c. Participation discipline
 - d. Duration of workouts
 - e. Game responsibilities (officials, tickets/admissions, game expenses, supervision, ticket takers, etc.)
3. Any problems or questions involving athletics should be directed to the immediate supervisor of the coach involved.

The chain of appeal for middle schools is:

- Head coach
- Campus athletic coordinator
- Principal
- High school campus athletic coordinator
- Executive director for athletics

The chain of appeal for high schools is:

- Coach directly involved
- Head coach of the sport
- Campus athletic coordinator
- Campus principal
- Executive director for athletics

Team placement or playing time will not be discussed with others.

B. Sportsmanship/Public Relations

The first objective stated for extracurricular events is the teaching of sportsmanship. It has been one of the primary objectives of the UIL as long as it has been in existence. In order for athletics and other extracurricular activities to remain a vital part of the educational program, students, coaches, players, and spectators must all demonstrate an understanding of and an adherence to the rules of sportsmanship. In KISD, the following efforts will be made, and expectations adhered to in order to demonstrate our attitude towards sportsmanship:

1. Participants/coaches will treat opponents with dignity and respect.
2. Participants/coaches will shake hands with opponents at the conclusion of all contests.
3. KISD participants **will not**:
 - talk “trash” to any opponent.

- taunt any opponent.
 - “celebrate” (only in accordance with the UIL definition/rule).
 - talk to officials during the contest (with the exception of team captains only).
 - demonstrate any unsportsmanlike or unacceptable behavior towards opponents, officials, or spectators.
 - throw equipment or other objects in an unsportsmanlike or unacceptable manner.
 - take part in or be actively involved in a fight connected with any athletics contest in which a KISD team is participating.
4. Coaches are responsible for having addressed and reviewed sportsmanlike and acceptable standards set for KISD athletics participants and will always demonstrate them in their role as coaches.

C. Tryouts

Some sports may have team limitations on the number of athletes that are allowed on the team. In this case, an established tryout period will be held to determine who will make the varsity team and who will either be placed on the junior varsity or freshman team(s), or in some cases not make any of the teams. After the established period, the athletes will be advised of their status and may conference with the coach as to their placement or status. Once an athlete has made a team, any dismissal/removal will follow the guidelines outlined in the “Removal from a Team” section contained in this handbook.

D. Parental/Spectator Involvement

Parental involvement in a student athlete’s development plays an important role and is encouraged by the athletic department. Parents should follow the proper chain of command when dealing with any issue regarding their child or any other concern. Parental involvement at athletic contests should be limited to words of encouragement or praise for their child and not derogatory or degrading toward anyone attending/participating in the event. Electronic noise amplifying devices are prohibited at athletic events by parents or spectators. Parents or attendees that do not follow the guidelines outlined above may be removed or barred from future athletic events.

E. Interstate Compact Statement

Military dependents moving into KISD will be accommodated fully with regard to their athletic participation. Students must be given an opportunity to try out for athletic teams regardless of the time they enter school in KISD. Placement of a student athlete on the appropriate team (i.e., varsity, junior varsity, freshman, non-placement) will be the sole discretion of the head coach of that sport with prior approval of the campus athletic coordinator and executive district athletic director.

F. Athlete Internet Policy

Internet sites and social media can be an important part of a young person’s life and also pose a serious danger. Since participation in athletics is a privilege and not a right, an athlete needs to accept responsibility for appearing or posting on certain websites. When visiting or appearing on any internet sites, athletes in KISD will maintain acceptable standards. These acceptable standards will be based upon the policies and regulations outlined in the student code of conduct and

individual team rules. Any postings or communication via social networking websites which disrupts either the educational or athletic environments or which advocates the violation of any school or team policy would be unacceptable. It is the intent of the KISD athletic department to provide leadership, education, and protection of athletes from the dangers involved with some internet sites and to maintain the positive aspects of an education-based athletic program.

G. CTE Athletic Periods

Students who participate in the CTE program will be allowed to participate in the on-campus athletic program. Students that attend the Career Center whose schedule does not allow for them to be in the athletic period will be expected to perform makeup work that is missed during the athletic period. Every possible attempt must be made for a student to schedule into their sport's athletic period. Extenuating circumstances that do not allow the student to enroll in the athletic period will be decided at the discretion of the head coach and campus athletic coordinator.

H. Dual Participation

Students that choose to participate in non-school related sports may do so but will be required to fulfill the school-related sports teams' responsibilities first. The student's commitment to the team is vital, and their coaches and teammates deserve to be the priority. Attendance at all scheduled practices and games is required and missing to attend non-school related sports activities will not be excused. Attendance issues related to non-school related sports will result in disciplinary consequences up to and including removal from the team.

DISCIPLINE OF ATHLETES

A student is not required to take part in athletics, nor is athletics required for graduation. Athletics is a privilege. When the standards of the district are violated, the privilege can be revoked. All KISD athletes will be expected to conduct themselves with pride and dignity. The following is a discussion of the expectations of student athletes and consequences available if disciplinary action becomes necessary.

Suspension

A coach may suspend an athlete from participation for up to three weeks. The parents must be contacted within 24 hours (if possible) and informed of the suspension. If further action, such as removal from the team or program, is deemed necessary, established procedure shall be followed. A conference with the parents/guardians must take place upon request.

Any athlete removed from a sport by the head coach for disciplinary reasons can be ineligible for any other sport for the remainder of the school year in KISD. Participation in other athletic programs is at the discretion of the head coach of the sport the athlete is being removed from, the campus athletic coordinator, principal, and executive director for athletics. All major disciplinary actions must be reported in writing to the campus athletic coordinator, principal, and executive director for athletics within a reasonable time (24 hours if at all possible) of the player's suspension.

Removal from a Team or Athletic Period

- A. Suspension for three days from the particular sport.
- B. Notification of the campus athletic coordinator, principal, and executive director for athletics within a reasonable time (24 hours if at all possible).
- C. Notification of parents within a reasonable time (24 hours if at all possible).
- D. Conference with the parents within the three-day suspension period.
- E. Decision rendered at the end of the three-day suspension.

Quitting

If a player quits one sport in order to participate in another, he/she may not begin the new sport until the completion of the first sport's season. **Exception:** The coach of the sport the player is quitting may give the player a letter approving the departure and permitting the player to begin practice earlier.

A player who quits a sport in one school or transfers to another school in KISD in the same year may not compete for that school until the sport "in season" is completed, unless the player has the written consent of the coach from the previous school.

Drugs/Alcohol

Athletes found in possession of, under the influence of, or discovered to have used alcohol at a school-sponsored activity or trip will be suspended from athletics for a period not to exceed one calendar year and will be referred to the campus administration for further disciplinary consequences under the KISD Student Code of Conduct.

District Alternative Education Placement

Any athlete placed in District Alternative Educational Placement (DAEP, alternative school) will be ineligible for any activities of the athletics department until the prescribed time has lapsed. A second assignment to DAEP will result in the athlete being suspended from athletics for one calendar year from the date he/she is assigned. A third assignment will result in the athlete being removed from athletics permanently. A student returning to a school from DAEP may be placed on probation. It will remain the discretion of the campus as to whether the student is allowed into the athletic period for the same prescribed period of time.

Sportsmanship (Removal)

Any athlete removed from a contest for unsportsmanlike conduct, without regard to whom the conduct was addressed, will be counseled by the head coach, principal, and campus athletics coordinator by the following school day. Should the principal not be available for such a conference, the principal's designee will assume that position. Should this action be repeated in the same school year, the player may be removed from all athletics contests for the remainder of the school year. Removal from a contest for technical violations germane to a particular sport will not be subject to the above policy. These violations will be addressed within the athletics department.

Equipment

A record of all school owned equipment issued to athletes will be maintained by the campus athletics department. It is the player's responsibility to take care of such equipment; the player will be required to pay for any lost items. Any additional protective equipment may be worn only with the approval of the head coach and/or athletics trainer (including the middle school head coach). Pads worn to simply cover the arm or leg should be worn only because of an existing injury.

Profanity

Profanity by athletes is not acceptable. It will not be permitted or condoned at any level or in any sport. Student athletes using profanity will be subject to disciplinary action.

Player Conduct

Players must show respect for all coaches, teachers, and administrators. Athletes should strive for, and be taught, acceptable and proper conduct at all school functions and in the community as representatives of their school and athletics program. Lying to a coach or person in charge will not be tolerated. Forging a parent's, guardian's, or teacher's signature on any document is also lying and disciplinary action will be taken. If the misconduct concerns a student athlete on probation, the athlete will be suspended from the team for a minimum period of two days. A parental conference is required before re-admission to the athletics program is permitted. Otherwise, the misconduct will be documented by the campus athletics coordinator and the student athlete counseled; additional disciplinary measures may be taken.

Excused or Unexcused Absence from Practice or Contest

Attendance at practice and games is extremely important. The development of the individual athlete and team's preparation for the upcoming contests hinge on the player's attendance. Any absence, for any reason, must be reported to the coach prior to the practice or game. Notification should come as soon as the decision is made so that the coaching staff can make arrangements for the player's absence. Any absence from a practice will result in make-up work done when the player returns. Absence from practice or games without prior notification will result in suspension from upcoming games or removal from the team for repeated violations.

Supervision of Participants During Game

All participants in an athletics contest will remain with the team and under the supervision of the coach or trainer until dismissed by the coach or trainer. Players should remain in the designated team area until dismissed. Any player that is leaving the team area should get permission before doing so. It is the responsibility of the coach to maintain safety for all participants, and he/she must always be aware of the location of their players.

Off Season Program Participation

1. Athletes that meet the behavior and academic standards set for their campus must be a part of the athletics off season class (athletics period) in order to participate in their sport of choice. The off season program is generic in that it provides conditioning, strength, and skills improvement for all sports' participants not in season. It would not be fair for students who work in the off season to have others show up to compete for the same positions available who had not been participating in the developmental training/off season program.
2. Athletes who have changed from the athletics period or who could not have scheduled athletics due to other academic requirements may be allowed to try out for their sport provided they have the permission of the campus athletics coordinator and/or coach of that particular sport.
3. Persons wanting to get out of the athletics class because they failed to "make a team" and then wanting to come out for another sport without having taken part in the developmental athletics off season class will be permitted to do so.
4. Those cases including the above-mentioned conditions that may have "extenuating circumstances" may be reviewed by the coach of the sport and the campus athletics coordinator and a decision made on that particular individual case. However, extreme caution and investigation should be used before rendering a decision in such cases.

Tobacco

Athletes shall not use or have possession of any form of tobacco or tobacco derivative (e-cigarettes, vape, etc.). Athletes in possession of or using tobacco or tobacco products will be subject to suspension and/or other disciplinary actions.

Fighting

Student athletes or student participants who leave the sideline, dugout, or bench to participate in any way in a fight may be suspended for multiple athletics contests up to the remainder of the season. Coaches and officials will address any disputes, fights, or confrontations at an athletics contest. Players/participants are expected to remove themselves from any involvement in such altercations while members of a KISD athletics team. All student athletics participants are expected to behave in this same manner whether a participant or a spectator at an athletics event.

STUDENTS REPRESENTING THE SCHOOL

Philosophy

Students who represent a campus or the school district are expected to conform to a more rigid code of behavior than the general student population. Participation in activities which represent the school is considered a privilege and an honor, subject to regulation, not an inherent right. Failure to conform to the more rigid code of behavior dishonors the organization to which the student belongs, as well as the campus attended, the school district, and the community.

Definition

"Students who represent the school or school district" are those students who are allowed to perform in public or compete in competitive events, on a team or as an individual, utilizing the school name and purporting to be representatives of the school. Examples of such students include, but are not limited to, members of bands, choirs, athletics teams, UIL, JROTC, and other such performing or competitive groups. Additionally, "students who represent the school or school district" will be identified as those students holding positions of honor or influence that identify them as representatives of that school or the school district.

Misconduct During School or at School-Related Events

When a student representing the school misbehaves at school or at a school-related event, the student will be disciplined in accordance with the KISD Student Code of Conduct.

Additionally, for students who represent the school, the school organization sponsor/coach or school administrators may use one or more of the following consequences or strategies:

- A. Student conference (documented).
- B. Parental conference, which shall be documented, for the student, parent or guardian, coach or sponsor, and administrator.
- C. Temporary suspension from extracurricular activities for a maximum of three weeks. The parents or guardians must be contacted by the sponsor or campus administrator within one school day of the student being suspended.
- D. Other consequences as specified in the organization, club, or team's written rules of conduct.

If a student is disciplined in accordance with the KISD Student Code of Conduct, the following conditions will apply.

In-School Suspension/Out-of-School Suspension

The student athlete will not participate in any scrimmages or games during the time he/she is assigned to in-school suspension, including the final day that is assigned. Students are eligible to participate in practices during this time at the discretion of the head coach for their sport. Students assigned to out-of-school suspension cannot participate in any practices, scrimmages, or games during the time that the suspension is assigned. For example, a student that is assigned to ISS for Monday, Tuesday, and Wednesday can practice all three days, but cannot play in a game on Monday, Tuesday, or Wednesday. In this example, the athlete can resume full activity on Thursday.

Alternative Education Placement/Expulsion

The student will not participate in nor attend any extracurricular activities during the time in which the consequence is assigned. All privileges and/or awards earned during the time of assignment will be forfeited.

Serious Misconduct During School or at School-Related Events, or Outside School or School-Related Events

A negative reflection is cast upon the school when students who represent the school engage in serious misconduct:

- during school.
- at school-related events.
- outside the school day or away from school-related events, or who are charged with felony crimes (or crimes that would be considered felonies if the student were of age), misdemeanor crimes which are determined to bring dishonor or discredit to the school, or misconduct concerning the use of drugs or alcohol.

In the event that a student engages in conduct punishable as a felony, the student may be immediately suspended from the organization and/or activities he/she represents for one calendar year.

The determining factor when activating this policy is the negative reflection cast upon the school or school function, regardless of whether or not school is in session at the time of the misconduct.

Eligibility (UIL)

- A. The high school athlete must:
1. Be less than nineteen (19) years of age on or before the September 1 preceding the contest.
 2. Not be a high school graduate.
 3. Have amateur status (exception: athletes 15 years of age or younger). (See UIL regulations.)
 4. Meet residency requirements. (See UIL regulations.)
 5. Not change school for athletics purposes. (See UIL regulations.)
 6. Meet academic eligibility rules at the beginning of the school year:
 - a. 9th grade - have been promoted from the eighth to the ninth grade.
 - b. 10th grade - have at least five (5) credits earned toward graduation.
 - c. 11th grade - have at least ten (10) credits earned toward graduation or have earned five (5) units of credit the year before.
 - d. 12th grade - have at least fifteen (15) credits earned toward graduation or have earned five (5) units of credit the year before.
 7. Meet academic eligibility requirements the first six weeks and subsequent nine-week periods. In order to be eligible to participate in an extracurricular activity event for a nine-weeks' period of a school year, a student shall not have a recorded grade average lower than 70 on a scale of 0-100 or an "F" in any course for the preceding nine weeks' period.

Academic eligibility suspension will be for a three-week period starting seven days after the last day of the first six-week period and subsequent nine-week period during which the grade lower than 70 or the "F" was earned.

- B. The middle school athlete must:
1. For 7th grade, not be 14 years of age on or before the September 1 before the contest.
 2. For 8th grade, not be 15 years of age on or before the September 1 before the contest.

Additionally, the middle school student must meet academic eligibility requirements for the first nine-week period.

1. 7th grade - have been promoted from the 6th grade.
2. 8th grade - have been promoted from the 7th grade.

During subsequent nine-week periods, in order to be eligible to participate in an extracurricular activity event for a nine-week period of a school year, a student shall not have a recorded grade average lower than 70 on a scale of 0-100 or an "F" in any course for the preceding nine weeks period.

Academic eligibility suspension will be for a three-week period starting seven days after the last day of the first six-week period and subsequent nine-week periods during which the grade lower than 70 or the "F" was earned.

For a complete listing of all UIL eligibility requirements, please see the UIL Constitution and Contest Rules.

Ten (10) Day Rule

In accordance with the provisions of the Texas Education Code, 33.0811, the number of times that a school district may allow a student to miss a class for extracurricular participation during a school year shall be determined **by the school district board of trustees**. Each school district must maintain an accurate record of extracurricular absences for each student in the school district each year.

The UIL Legislative Council has adopted the following resolution regarding extracurricular absences for UIL activities only:

The Legislative Council of the University Interscholastic League has taken the position that the previous state law mandating a maximum of **10** absences through district competition, a maximum of **5** absences for post-district competition, and a petition to the UIL requesting a maximum of **2** additional absences for UIL state competition only, is educationally sound. **The Legislative Council strongly encourages school districts to adhere to the 10/5/2 day absence policy for participation in UIL activities.**

Attendance Eligibility and Transfers

A. High Schools (in district)

Students are eligible to participate in athletics if they are residents of the school district and residents of the school attendance zone in which the participant school they are attending is situated; or

1. have been continuously enrolled in and regularly attending the school for at least the previous calendar year if their parents do not reside within the school district's attendance zone; or

2. are transfer students to a school district or attendance zone not containing their residence because:
 - a. they are attending a school due to district or attendance zone lines being changed by the school board or other appropriate authority; or
 - b. they transferred during the first year they had the opportunity to do so from a high school within a school district's vocational high, a magnet school, or optional attendance zone.

B. Middle Schools

Students whose parents or guardians move from one attendance zone to another may stay the remainder of that school year or transfer immediately. However, if the student transfers, he/she will have to abide by the UIL and KISD rules governing such a move.

Transfers

A nonresident student wishing to transfer into the district shall file an application for transfer with the Superintendent. The board reserves the right to accept or reject any transfer and, upon notice from TEA, shall not accept transfers in violation of Court Order 5281.

Students are expected to attend the school located in the attendance zone in which they reside. Special permission may be granted, however, for a student to transfer to a school outside the attendance zone in which he or she resides. Such transfers may be granted upon request and appropriate investigation to determine whether the request meets established District guidelines described below. A transfer granted by KISD does not guarantee UIL eligibility at the school the athlete is transferring to.

UIL Eligibility

Students allowed to transfer shall be subject to UIL eligibility rules for participation in UIL activities. Parents should visit with school officials to be made aware of the effects of a transfer on the UIL eligibility status of the student concerned.

Recruitment

A principal, teacher, coach, or other employee of the district shall not directly or indirectly seek to influence any parent, students, or any other person involved in the exercise of the student's application for transfer, or favor or penalize any person because an application for transfer is or is not made.

All student athletes should be aware of the following KISD policies:

1. False Information

Students who obtained an approved transfer by providing false information shall have their transfer revoked and be enrolled in the school dictated by their attendance zone at the end of the current nine-week grading period.

2. Violations (Discipline/Attendance)

Students who violate rules of discipline or attendance while on in-district transfer from one campus to another are subject to having their transfer revoked and shall be required to enroll in the school dictated by the attendance zone in which they live.

Awards

Participants must meet the scholastic requirements as set forth by the UIL.

The athlete must have finished the year as a member of the team and be in "good standing" with the athletics department. A player who finishes the season on suspension may not be a member of the team and is not in good standing with the athletics department.

Awards remain the property of the Killeen Independent School District until the student graduates.

Awards will conform to UIL regulations. Participants who do not finish the season or who at the time of the awards banquet are not in good standing with the athletics department are not eligible to attend the banquet.

Travel

All students traveling on an athletics trip must return with the team. If the parents wish to have the student leave the site of an out-of-town contest with them, permission must be requested and granted before the trip begins, except in cases of emergency. If the return trip will be much later than usual because of the length of the game or a late starting time, the coach may allow the student to go with the parents only. If the parents want their student to go with them from the site of the contest for a family trip, the coach may allow it, provided arrangements were made in writing prior to the trip. The permission must state the reason for the request and must be signed by the parent or guardian. The practice of leaving with someone other than the team should be reserved for an exceptional reason. Any player not returning with the team must have arrangements made for the care of his/her equipment.

Physicals/Medical History/Insurance

All athletes must have a physical examination on file with the coaches or athletics trainer before participation in any athletics practice or contest, including any athletics activity period or off-season program.

Physical examinations are required only once when the athletes first participate in middle school athletics (7-8) and twice in high school (9-12), prior to freshman and junior year, provided there is no change in their medical history. Parents must sign a medical history form each year to document the status of the participant. If there is a change from the previous year, another physical examination is required.

Failure to abide by the practice of having a physical examination on file prior to a student's participation may cause severe consequences for both the coach and participant.