Gibraltar School District
Student Athlete Handbook

ATHLETIC DEPARTMENT

Athletic Director:        Mike Quinn
Asst. Athletic Director: Tracy Richardson
Athletic Secretary:      Brenda Greear

(734) 379-7125 phone
(734) 379-7838 fax

Office Hours
Monday - Friday
8:00 am - 4:00 pm

FOR HIGH SCHOOL ATHLETIC SCHEDULES VISIT:

highschoolsports.net
Welcome…

Interscholastic athletics signify more than competition between two individuals or two squads representing schools. Athletics, for some, are a way of life. Participation provides students with positive learning opportunities. Participants master physical skills, exhibit sportsmanship, develop strategies, collaborate with teammates, create positive attitudes, make positive choices, develop relationships with coaches, handle winning and losing, and focus on athletic success. We find these to be qualities that are all valuable and obtainable outcomes of participation.

The success of the Gibraltar School District extracurricular program was not built overnight. It has taken hard work by many people over the years. We are proud of where it is and where it is going. In every situation, participation in interscholastic athletics is regarded as a privilege that is earned through hard work in the classroom, on the practice court, and through the adherence to the standards of the Code of Conduct outlined in this handbook.

Finally, each of you have our very best wishes for success and remember to always, “Show some Gibraltar Pride!!”

Michael Quinn
Athletic Director
Gibraltar Carlson High School

Tracy Richardson
Athletic Director
Shumate Middle School
# Table of Contents

<table>
<thead>
<tr>
<th>Topic</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Athletic Mission Statement</td>
<td>3</td>
</tr>
<tr>
<td>Athletic Programs</td>
<td>4</td>
</tr>
<tr>
<td>Athletic Philosophies</td>
<td>4</td>
</tr>
<tr>
<td>Athletic Guidelines</td>
<td>5</td>
</tr>
<tr>
<td>Eligibility</td>
<td>5</td>
</tr>
<tr>
<td>Athlete Expectations</td>
<td>6</td>
</tr>
<tr>
<td>Ethical and Moral Behavior</td>
<td>7</td>
</tr>
<tr>
<td>Penalties</td>
<td>7</td>
</tr>
<tr>
<td>Additional Policies</td>
<td>8</td>
</tr>
<tr>
<td>Athletic Awards</td>
<td>9</td>
</tr>
<tr>
<td>College Athletic Scholarships</td>
<td>10</td>
</tr>
<tr>
<td>Carlson Athletic Scholarships</td>
<td>11</td>
</tr>
<tr>
<td>Parent Handbook</td>
<td>11</td>
</tr>
<tr>
<td>Grievance Procedure</td>
<td>12</td>
</tr>
<tr>
<td>Extra Curricular Acknowledgement Form</td>
<td>14</td>
</tr>
</tbody>
</table>

## Athletic Mission Statement

We believe that all students can benefit from athletics – from the participants to the spectators. Our mission is to provide students all possible opportunities to benefit from the positive outcomes provided by participation in athletics.

## League Participation

The majority of the teams in the Gibraltar School District participate in the Downriver Athletic League in divisions based upon athletic competitiveness. The conference is composed of schools from Allen Park, Gibraltar, Lincoln Park, Melvindale, Southgate, Taylor, Trenton, Woodhaven, and Wyandotte.
Athletic Programs

The athletic program offers many opportunities for the students of Gibraltar School District. Many sports offer a variety of competitive levels for all grades and skill levels. The sports offered at Carlson High School include:

<table>
<thead>
<tr>
<th>Fall Programs</th>
<th>Winter Programs</th>
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</thead>
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<tr>
<td>Football</td>
<td>Boys’ Basketball</td>
</tr>
<tr>
<td>Sideline Cheer</td>
<td>Competitive Cheer</td>
</tr>
<tr>
<td>Boys’ Tennis</td>
<td>Hockey</td>
</tr>
<tr>
<td>Girls’ Volleyball</td>
<td>Girls’ Basketball</td>
</tr>
<tr>
<td>Boys’ Soccer</td>
<td>Boys’ Swim</td>
</tr>
<tr>
<td>Girls’ Cross Country</td>
<td></td>
</tr>
<tr>
<td>Girls’ Golf</td>
<td>Wrestling</td>
</tr>
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<tr>
<th>Spring Programs</th>
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<td>Boys’ Golf</td>
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<td>Girls’ Soccer</td>
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<td>Boys’ Track</td>
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<tr>
<td>Girls’ Track</td>
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<tr>
<td>Boys’ Baseball</td>
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<tr>
<td>Girls’ Softball</td>
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<tr>
<td>Girls’ Tennis</td>
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<td>Rowing</td>
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The sports offered at Shumate Middle School include:

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<th>Winter Programs</th>
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</tr>
<tr>
<td>Boys’ Tennis</td>
<td>Hockey</td>
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<tr>
<td>Girls’ Volleyball</td>
<td>Girls’ Basketball</td>
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<td>Boys’ Swim</td>
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<td>Track</td>
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Athletic Philosophies

Player Philosophy

Athletes by their nature concentrate on the development of specific skills to be utilized in competitive sports. Equally important to the development of the mental and physical skills needed to compete in a particular sport is the need for the development of positive social attitudes and interpersonal relations. The student who serves on a team that competes interscholastically represents him or herself, the family, the team, the school and the community. For this reason, conduct on and off the playing field should reflect the highest values and standards that the school exemplifies.
Role of the Parent

It is important for a parent to be active in their child’s athletic experience and help to foster a positive relationship between the student-athlete and their coaches, teammates, fans, officials and opponents. Parents should be supportive of the coaching staff and team goals in order to help create better members of the community.

Expectations for Levels of Participation

The primary role of the sub-varsity level (freshman and junior varsity teams) is to develop skills and techniques necessary to compete at the varsity level.

At the varsity level, emphasis is placed upon honing athletic skills, dedication, hard work and sacrifice in order to be a successful team. Although winning is important, success is not indicated by the win/lose record but by the ability of the athletes to accomplish goals.

Priorities for Competition

Although each level is important to the development of the student-athlete, priority is placed at the varsity level with regards to competition. In the event that a conflict arises between a varsity event and a sub-varsity level event, the varsity competition takes precedence over a sub-varsity level event. Conflicts could arise due to problems with facilities, weather conditions, etc. In the event of any change in the athletic schedule, every attempt will be made by the Athletic Department to notify athletes and parents of any changes.

Athletics as a Privilege

It is a privilege to participate in athletics. When representing Gibraltar Schools in athletic competition, the general appearance, dress and conduct must be such as to bring credit to the athlete, the team, the school, and the community. Since it is a privilege to represent the school in athletics, the school must have the authority to revoke the privilege when student athletes do not meet the standards set forth. The responsibility of an athlete exists 365 days a year and is a reflection of the school and team. The conduct of athletes is always under observation.

Athletic Guidelines

Eligibility

Carlson Requirements

The student must meet all MHSAA requirements listed below.

1. Must have passed four of five classes previous trimester, with a minimum of a 2.0 GPA and currently be passing four of five classes. In the event that a student’s GPA falls below the 2.0 requirement during the time of participation, the student will be placed on probation. While on probation, the student must adhere to these guidelines:
   • Students will not be allowed to participate in any extracurricular event/competition, but must practice with the team.
   • A weekly progress report will be available through Parent Connect.
   • A “study table” or other means of remediation may be provided for the student.
• If a student falls below the 2.0 for more than three weeks of the time of participation, the student will be ruled ineligible for the remainder of the activity’s duration.
• Resource students will be required to maintain a 1.67 GPA and must follow all of the aforementioned requirements.

2. Must be listed on the Master Eligibility List for the sport participating in during the current season.
3. Must be in good standing with the District in regards to academic and athletic fines (i.e. book fines, missing equipment, etc.)
4. Must have valid Physical, Athlete Emergency Health Form and Athletic Responsibility Acknowledgment Form on file in Athletic Office.
5. Athlete must maintain an amateur status. Students are no longer considered amateur if that student:
   • receives money or other valuable consideration from any source for participating in athletics, sports or games;
   • receives money or valuable consideration for officiating in interscholastic athletic competitions; or
   • signs a professional athletic contract.

MHSAA Requirements

The student must:
1. Know and adhere to the athletic Code of Conduct of the school;
2. Meet or exceed all attendance and academic requirements;
3. Observe completely all policies regarding conduct;
4. Consult with the Athletic Director over questions regarding eligibility to participate;
5. Practice good sportsmanship - Sportsmanship is defined as conduct and attitude considered as befitting participants in sports especially fair-play, courtesy, striving spirit and grace in losing; and
6. Demonstrate respect for opponents and officials before, during and after contests.

Athlete Expectations

Carlson student-athletes shall abide by the following guidelines:

• Once a student becomes a member of any team in grades 9-12, s/he will thereafter be considered a student-athlete. All student-athletes are expected to follow all rules, regulations and policies.
• Put team goals ahead of personal goals.
• The athlete will refrain from the use of profanity at all times.
• Be on time and prepared for practices, meetings and games.
• Must strive toward the development of good sportsmanship, citizenship, and leadership at all times. Student-athletes represent both school and community.
• Any student-athlete suspended from school for any reason will be suspended from all athletic practices and contests during that suspension.
• Student-athletes must attend school a minimum of three clock hours on the day of the scheduled contest in order to participate in the athletic activity. Student-athletes are expected to be in school, beginning first hour after the day of competition. Exceptions to this policy must comply with the school policy on attendance at the discretion of the athletic director.

Hazing

Hazing is any intentional, knowing or reckless act, occurring on or off-school property, by one person or group directed at a student that endangers the mental or physical health of that student. Any form of hazing will not be tolerated in Gibraltar Schools. Any athlete or group of athletes found guilty of any type of hazing will be subject to disciplinary action.
**Ethical and Moral Behavior**

Any behavior, involvement, and/or acts that can be construed as unethical, immoral or detrimental to the team or school in which the student-athlete is a participant, may result in discipline and/or penalties in compliance with the Carlson Athletic Handbook, Carlson and Shumate Student Code of Conduct or team rules.

**Internet activity**

Any inappropriate activity the student-athlete may participate in on the computer shall be deemed as a violation of the ethical and moral behavior policy.

**Criminal Acts**

Athletes charged with a criminal act that was allegedly committed either on or off school premises will be considered in violation of the Athletic Code of Conduct. Police reports will be reviewed by the building principal and the Athletic Director and appropriate penalties will be imposed at that time. Student-athletes must refrain from the use, distribution, sale of tobacco, narcotics, alcohol, or anything associated with the use of these products. Such items shall include, but are not limited to, steroids, human growth hormones, or any other performance enhancing drugs.

**Penalties for general infractions**

Participation is a privilege and, as such, all athletes will be subject to rules and regulations to which the regular student body may not. If the athlete is found guilty of violating the standards set by the school code, athletic department, and/or coach, the following actions will be taken:

FIRST OFFENSE: An athlete found violating the ethical/moral, hazing, internet, criminal acts, or training rules will be removed from their sport for a minimum of 1/3 of their athletic season. All game suspensions must be served consecutively. In the event that a violation occurs at the end of one sport season the penalty will be carried over into the next sport season in which the athlete participates. All penalties that are carried over to the next sport season will be adjusted to the percentage of games for that season.

SECOND OFFENSE: An athlete found violating the ethical/moral, hazing, internet, criminal acts, or training rules will be dismissed from all athletics for one year. If the violation occurs during a sport season, the remainder of that season plus two consecutive seasons constitutes a year.

THIRD OFFENSE: An athlete found violating the ethical/moral, hazing, internet, criminal acts, or training rules will be dismissed from athletics for the remainder of his or her eligibility in high school. An athlete from Shumate guilty of a third offense may appease for reinstatement of eligibility in high school.

**Team Rules and Penalties**

In addition to the general athletic rules, policies and guidelines, individual coaches may set forth and publish team rules and penalties which will be distributed to athletes and parents/guardians. A copy of these team rules will be on file in the Athletic Office. Any concerns regarding team rules and penalties should be addressed with the head coach of the sport before contacting the Athletic Director.
**Suspensions and participation**

Any student who is suspended due to a violation of the Student Code of Conduct or the Athletic Code of Conduct shall be ineligible to participate in practice or competition while serving their school suspension. An athletic suspension cannot be served in conjunction with a school suspension or while the student is academically ineligible to participate unless both events are related, and therefore must begin once the student becomes a student in good standing.

**Disciplinary process and appeals**

A student-athlete who is found to be in violation of the Athletic Code of Conduct or team rules will be notified as soon as possible of the violation and any potential penalties. The student-athlete will be given the opportunity to appeal a suspension at the discretion of the Athletic Director. Any appeal will require the student-athlete to appear before a panel comprised of the Athletic Director, head coach of the sport, and other members chosen by the Athletic Director.

**Additional Athletic Policies**

**Facility Use and Rules**

No athletic activities are to occur on school property (including practice facilities, game facilities, and training facilities) without adequate coach’s supervision. NO COACH – NO ATHLETIC ACTIVITY!!

**Uniforms and Warm-ups**

A student-athlete is responsible for any uniform, practice gear, warm-up, etc. issued to him/her by the Athletic Department. The student-athlete shall be responsible for returning all issued equipment/apparel to the appropriate coach. All uniforms and apparel shall be returned within one week of the conclusion of a sport season or prior to starting another sport, whichever comes first. An athlete cannot receive a uniform from another sport until all the uniforms from a previous sport have been turned in. The athlete shall reimburse the Athletic Department for any lost, damaged, or stolen equipment not turned in after one week. Replacement cost will reflect the current cost to replace the equipment regardless of how old the equipment may have been.

**Grooming and Appearance**

Uniforms and warm-ups are to be worn during athletic competitions and when instructed by a coach; they are not to be worn in any other circumstances. Only athletic department approved Gibraltar apparel shall be worn by student-athletes. An athlete shall dress presentably when representing the team on trips, at assemblies, or at banquets.

**Equipment**

Athletes are responsible for all equipment issued to them and are expected to keep it clean and in good condition. Athletes are also responsible to maintain team equipment in good condition. Loss or damage to equipment based on the negligent activity of an athlete will result in disciplinary action and the athlete being financially responsible for the lost or damaged equipment.
Transportation

Athletes are to ride to and from athletic competitions with their teams when district transportation is provided. Any exceptions must be arranged 24 hours in advance prior to departure for the contest with the appropriate form signed by a school administrator and presented to the coach.

Bus Rules and Regulations

1. Athletes will be ready to leave at the scheduled time.
2. Athletes will not be allowed on busses without appropriate supervision.
3. No spitting.
4. Any athlete causing damage to the bus will be responsible for the cost of repair.
5. No cleats are to be worn on the bus.
6. Only the driver may open the back door to the bus.
7. Athletes shall not block the back door or aisles with equipment.

Fundraising Participation

Fundraising has become a necessary part of school athletics to purchase a variety of needs including equipment, overnight stays, etc. Fundraising is not mandatory; however each athlete is encouraged to participate in any team-sanctioned fundraiser.

Quitting a Sport

Quitting a sport is strongly discouraged. Any student athlete quitting any sport may not participate in another sport (including conditioning activities) during the same season until agreement between the head coaches of the respective sports is reached and approval granted by an administrator. Any student athlete quitting a team cannot return to that team during that season without meeting the requirements of an administrator and coach of that team.

Athletic Awards

Varsity Letters

The student athlete who has successfully met the qualifications for a varsity letter will receive the Carlson “C” from their coach at the conclusion of their season. First time recipients of the award will also receive the other necessary pins and numbers to complete their varsity jacket.

Requirements for Receiving Varsity Letter

The requirements for receiving a varsity letter in a sport shall be determined by the varsity coach of that sport and the Athletic Director. These requirements shall be put forth in writing and kept on file in the Carlson Athletic Office. The varsity coach is responsible for outlining these requirements with students and parents at the beginning of the year at the team’s Parent Meeting.
**Awards/Gifts**

A student-athlete may accept, for participation in athletics, a symbolic or merchandise award which does not have value or cost in excess of $25. Awards for athletic participation in the form of cash, merchandise certificates, or any other type of negotiable documents are never allowed. Banquets, luncheons, dinners, non-competitive trips, and fees or admissions to be a spectator at events, if accepted in kind, are permitted.

**College scholarships**

**NCAA Clearinghouse**

Any student-athlete who wishes to continue their athletic career in college or at a university must make his or her self eligible to do so. One requirement to participate in college athletics is to register for the NCAA Clearinghouse. Student-athletes should register for the clearinghouse by their junior year and can do so at: http://www.ncaaclearinghouse.net/ncaa/NCAA/common/index.html.

**Academic requirements**

If you plan to enroll in any NCAA Division I or Division II college or university and play a sport, be aware of the academic requirements for Freshman eligibility. Students should check with their Carlson High School counselors to ensure that they will meet the standards.

The general requirements are as follows:

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<thead>
<tr>
<th>Division I</th>
<th>Division II</th>
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<tbody>
<tr>
<td><strong>16 Core Course Rule:</strong></td>
<td><strong>14 Core Credit Classes:</strong></td>
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<tr>
<td>4 years of English</td>
<td>3 years of English</td>
</tr>
<tr>
<td>3 years of mathematics (Algebra I or higher)</td>
<td>2 years of mathematics (Algebra I or higher)</td>
</tr>
<tr>
<td>2 years of natural science/physical science (1 year of lab if offered by high school)</td>
<td>2 years of natural science/physical science (1 year of lab if offered by high school)</td>
</tr>
<tr>
<td>1 year of additional English, mathematics or natural/physical science</td>
<td>2 years of additional English, mathematics or natural/physical science</td>
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<tr>
<td>2 years of social science</td>
<td>2 years of social science</td>
</tr>
<tr>
<td>4 years of additional courses (from any area above, foreign language or non-doctrinal religion/philosophy)</td>
<td>3 years of additional courses (from any area above, foreign language or non-doctrinal religion/philosophy)</td>
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Computer science courses may only be used for initial-eligibility purposes if the course receives graduation credit in mathematics or natural/physical science and is listed as such on the high school’s list of NCAA-approved core courses.

**GPA and SAT/ACT Test Score**

Student-athletes who are interested in playing a Division I college or university must meet minimum grade-point averages and Sat or Act scores. For Division I, the NCAA uses a sliding scale system. Please see the Counseling Office for the scale.

For Division II, there is no sliding scale. The minimum core grade-point average is 2.000. The minimum SAT score is 820 (Verbal and Math sections only) and the minimum ACT sum score is 68.
Carlson Athletic Scholarships

Carlson High School offers a number of scholarships for student-athletes including the Jim McDonald Scholarship, Pat Christiansen Memorial Scholarship, the Jack Roberts Memorial Scholarship, and the John Deleon Memorial Scholarship.

The McDonald Scholarship is offered annually to senior athletes and is sponsored by the Carlson Athletic Booster Club. The Pat Christiansen Scholarship is offered annually funded by the Cheer team. The Deleon and Roberts Scholarships are privately funded scholarships given to student-athletes in their senior year. Any student-athlete who is interested in applying for any of these scholarships should check with the counseling department or the Athletic Department for more information.

Parent Handbook

Expectations of parents

As parents, it is important for parents to be active in your child’s athletic experience and help to foster a positive relationship between your student-athlete and their coach, teammates, fans, officials and opponents. Parents should be supportive of the coaching staff and team goals in order to help create better members of the community.

Parental Sportsmanship

Parents are expected to demonstrate good sportsmanship at all times. Parents should not engage in negative attacks on players, parents, coaches, or officials at any time. Violators may be asked to leave the complex without reimbursement of admission price and may be banned from future athletic events.

Interaction with Coaches

Parents should be supportive of coaches at all levels of athletic competition. Parents should work with coaches to help build a positive team experience and create a supportive and nurturing environment for their student-athlete.

Interaction with Officials

At no time, should a parent engage in conversation with an official during an athletic competition. Parents who are found harassing officials will be asked to leave the athletic competition without reimbursement of admission price and may be banned from future athletic events.

Parent Meetings and Communications

Each sport is required to hold a Parent Meeting at the beginning of the season. This meeting will outline expectations of the coach, rules for the season and other information pertinent to your child’s involvement in the sport. This meeting should be attended by parents and athletes alike. Coaches may choose to hold parent meetings at other times of the year to address issues such as fundraising and banquets.
Chain of Command

Coaches work to maximize opportunities for student athletes while maintaining a competitive program. At times, the decision of a coach may come into question by an athlete or parent. When this situation arises, the athlete or parent should initiate a conversation with the athlete’s immediate coach. If a resolution cannot be initially reached, the athlete or parent should then contact the varsity coach (if the issue is at the non-varsity level) or the Athletic Director if the issue is with the varsity coach. We strongly encourage athletes and parents to seek a resolution at the athlete’s immediate level coach before taking the concern to the next level.

If something is bothering you about your child’s status on a team give yourself 24 hours before you contact the coach. Never attempt to contact the coach directly after a contest, especially a loss. The time away from the situation will give you a chance to search for perspective that may give you a new way to look at the circumstances. Discussions with the coach will be more meaningful when calmer situations prevail.

Appropriate Concerns to Discuss with Coaches

It is important to understand that there are times when things do not go the way that you or your child wishes. At these times, discussion with the coach is encouraged. There are certain issues that are appropriate to discuss with coaches such as:

- What the expectations are for your son/daughter during practices and games;
- Ways to help your child improve;
- Concerns about your child; and/or
- Academic support and college opportunities.

It is very difficult to accept your child not playing as much as you may hope. Playing time is based upon the judgment as to what a coach believes is best for all students involved. Playing time is an issue that is inappropriate to discuss with coaches along with play calling, team strategy and other student athletes. Keep your comments limited to your child.

Role of Athletic Director

The Athletic Director is responsible for creating the athletic policy for the school district and communicating the policy to coaches, athletes, parents, spectators and support groups. The Athletic Director is also responsible for developing schedules, hiring officials, providing equipment, monitoring the athletic facilities and disseminating information to the community. The Athletic Director coordinates the hiring of coaches and evaluates their performance in order help develop their abilities.

Grievance Procedure

- This procedure is for: Title VI of the Civil Rights Act of 1964 - Title IX of the Education Amendment Act of 1972 - Title II of the Americans with Disabilities Act of 1990 - Section 504 of the Rehabilitation Act of 1973 - Age Discrimination Act of 1975

Section I

Any person believing that the Gibraltar School District or any part of the school organization has inadequately applied the principles and/or regulations of:

(1) Title VI of the Civil Rights Act of 1964 (2) Title IX of the Education Amendment Act of 1972 (3) Title II of the Americans with Disabilities Act of 1990 (4) Section 504 of the Rehabilitation Act of 1973 (5) Age Discrimination Act of 1975, may bring forward a complaint, which shall be referred to as a grievance, to the local civil rights coordinator at the following address:

Ms. Kathy Wayda
Gibraltar Board of Education
Section II
The person who believes a valid basis for a grievance exists shall discuss the grievance informally and on a verbal basis with the local civil rights coordinator, who shall in turn investigate the complaint and reply with an answer to the complainant within five (5) business days. The complainant may initiate formal procedures according to the following steps:

Step 1: A written statement of grievance signed by the complainant shall be submitted to the local civil rights coordinator, within five (5) business days of receipt of answers to the informal complaint. The coordinator shall further investigate the matters of grievance and reply in writing to the complainant within five (5) days.

Step 2: A complainant wishing to appeal the decision of the local civil rights coordinator may submit a signed statement of appeal to the superintendent of schools within five (5) business days after the receipt of the coordinator’s response. The superintendent shall meet with all parties involved, formulate a conclusion, and respond in writing to the complainant within ten (10) business days.

Step 3: If unsatisfied, the complainant may appeal through a signed, written statement to the Board of Education within five (5) business days of receiving the superintendent’s response to Step 2. In an attempt to resolve the grievance, the Board of Education shall meet with the concerned parties and their representative within forty (40) days of the receipt of such an appeal. A copy of the board’s disposition of the appeal shall be sent to each concerned party within ten (10) days of this meeting.

Anyone at any time may contact the U.S. Department of Education, Office for Civil Rights. The local coordinator, on request, will provide a copy of the district’s grievance procedure and investigate all complaints in accordance with this procedure. A copy of each of the Acts and the regulations on which this notice is based may be found in the civil rights coordinator’s office.

NOTICE OF NONDISCRIMINATION

The Gibraltar School District does not discriminate on the basis of race, color, national origin, sex, age, height, weight, religion, marital status, or disability in its programs and activities. The following people have been designated to handle inquiries regarding the nondiscrimination policies:

Inquiries related to discrimination should be directed to:

Ms. Kathy Wayda
Gibraltar Board of Education
19370 Vreeland Road
Woodhaven, Mi  48183
734-692-4000

Inquiries related to discrimination on the basis of disability should be directed to:

Mrs. Belinda Livingston
Parsons Elementary School
14473 Middle Gibraltar Rd.
Gibraltar, Mi  48173
734-676-9550

Board Approved 4/9/08
Extra Curricular
Acknowledgement Form
Carlson Student-Athlete Handbook
Gibraltar School District

Student’s Name (Please print clearly)  Projected Year of Grad

As a student of the Gibraltar Public Schools and O.A. Carlson High School, I acknowledge that it is important to understand the rules and procedures of Carlson High School. Moreover, I understand that participation in interscholastic athletics is voluntary and that during my time at Carlson High School I must abide by the rules and procedures outlined in the Carlson Athletic Handbook along with the rules of the Michigan High School Athletic Association, Downriver Athletic League, my sport coaches and the laws of the State of Michigan. Additionally, I will conduct myself in an exemplary manner that will not bring discredit to myself, my family, my team, my school or my community. I further understand that I will be responsible for all athletic equipment issued to me throughout the season and I will return such equipment at the conclusion of the season or be responsible for the current replacement cost for any issued uniform or equipment that is not returned.

I have received a copy of and have read the Carlson Athletic Handbook for all athletic activities sponsored by the Gibraltar School District. I understand the guidelines and accept my personal responsibility for following all of them.

______________________________  Date:  ______________________
Student Signature

I acknowledge receiving the Carlson Athletic Handbook for all athletic activities sponsored by the Gibraltar School District. I accept my responsibility for helping my son/daughter live up to these guidelines.

______________________________  Date:  ______________________
Parent Signature

THIS FORM MUST BE SIGNED AND RETURNED AS A CONDITION OF PARTICIPATING IN ATHLETIC PROGRAMS SPONSORED BY GIBRALTAR SCHOOL DISTRICT