

**CLARK-
WILLOW LAKE
CYCLONES
COOP**

ATHLETIC HANDBOOK

CLARK/WILLOW LAKE COOP

Name of coop	Clark/Willow Lake
Color:	Green/Black/Silver
Mascot:	Cyclones
Expenses:	50/50
Income:	50/50

Agreements:

- *Each school will stock their supply room. Equipment for the individual sport is the responsibility of school in charge of activity.
- * Host school will provide game supervision and custodial services at the activity.
- *Host school will provide pep band or music for school songs and National Anthem.
- *Passes issued by each school will be honored by the other school.
- *Athletic insurance and physicals will be handled by each individual school.
- *There will be one senior parent night per sport.
- *There will be duplicate trophies or plaques purchased for conference, region, or state awards so each school has it on display.
- *Coop board will meet at least twice a school year to discuss issues.

Activities:

Cross Country

Practices: Varsity and JH practices will be split between schools or will be determined by the coaching staff and administration prior to the start of the seasons.

Football

Practices: Varsity and JH will be split between schools and will be determined by the coaching staff and administration prior to the start of the season

Games: Clark will host all home games, except Willow Lake homecoming. There will be Homecoming games at each site. All playoff games will be held in Clark. The location of Junior High and Junior Varsity games will be determined by schedules.

Volleyball

Practices: Varsity and JH practices will be split between schools and will be determined by the coaching staff and administration prior to the start of the season.

Matches: Will be as even as possible. The ADs will do their best to get LCC games (South) scheduled in Willow Lake and NEC games (North) scheduled in Clark. Also the magnitude of the game needs to be a factor when scheduling due to seating capacity. Playoff matches will be in Willow Lake due to facilities.

Girls and Boys Basketball

Practices: Varsity and JH practices will be split between schools and will be determined by the coaching staff and administration prior to the start of the seasons.

Games: Will be based on the number of nights and not on the even number of boys or girls games. The ADs will do their very best to get LCC games

(South) scheduled in Willow Lake and NEC games (North) scheduled in Clark. Also the tournament site is also determined by the magnitude of the game (seating capacity)

Wrestling

Practices: Varsity and JH practices will be split between schools and will be determined by the coaching staff and administration prior to the start of the season.

Matches: Matches will be split between the two schools

Track

Practices: Varsity and JH practices will be split between schools and will be determined by the coaching staff and administration prior to the start of the season.

Meets: Meets will be held at various locations with at least one meet in Clark when track is ready.

Dance

Practices: Varsity and JH practices location will be determined by the coaching staff and administration prior to the season. If only one school has participants, the practices will take place at only that site.

Competition/Performance: Competitive dance will take place in the fall at various locations. Performance dance in the winter will be scheduled at both schools.

Golf

Practices: Varsity and JH practice will take place in Clark due to facilities.

Meets: Meets will be held at various locations with at least one meet in Clark.

Athletic Director and duties

There will be 2 ADs, one from each school, which is selected by the board and administration. Each AD will receive equal stipends agreed upon both boards. Willow Lake AD will be responsible for scheduling fall events (football, cross country, volleyball, dance) and Clark will be responsible for winter and spring activities. (wrestling, girl and boys basketball, golf, track). AD's responsibilities include scheduling, hiring referees, and other officials. (Score Keepers, line judges, etc) Athletic Chain of Command: Coaches will report to the assigned AD listed above. Junior Varsity and Junior High coaches will keep the head coach and AD informed on any issues. The AD's will be responsible for evaluating coaching staff.

SDHSAA FORMS

The two AD's will promptly complete and send any state forms to designated agents.

Process of hiring coaches

When there is a coaching vacancy, an announcement will be made to all current staff members prior to opening position to the public. All interested parties can apply for the position with the top candidates receiving interviews. The administration reserves the right to hold/open coaching vacancies for prospective or current teachers/staff. Filling coaching vacancies will be done as soon as possible; however, decision should be based on knowledge of the sport, prior experience, and other factors that will benefit our student athletes. The local school boards will be presented with a list of coaches recommended by the school administration for consideration at each monthly board meeting until all positions are filled.

Purchasing uniforms

Athletic uniforms will be purchased on a rotational base. Additional team apparel will be purchased on individual basis or by a booster club.

Junior High Participation

Junior High students may participate in Varsity athletics as needed or requested by the coach. In some activities, such as track, dance, and golf, JH and varsity will be combined in most instances. At the discretion of the coach and if numbers warrant, all 6th graders will be allowed to participate in Junior High activities except for football; however, 6th graders will be allowed to play only one grade up.

Awards

There will be one athletic banquet per year. C/WL will pay for 5 student awards per sport, except cheerleading in which 3 student awards will be presented. Coaches are welcome to award students with other honors at a separate banquet or ceremony; however, the schools are not responsible for the cost.

Grading Policy

In order for students to have equal opportunities, it's important that our eligibility scales are similar. The coop board has made adjustments to be more consistent between schools by looking at percentages rather than grade at one site due to different grading scale. Willow Lake: Students must maintain 70% in each class and have NO F's to be eligible for school sponsored activities. Clark: A student must maintain at least a 1.6 on a 4 point scale to participate. It is up to the discretion of the coaches as to whether or not the student athlete will continue to practice or attend the qualifying events during the academic suspension. Grades will be turned in at 4 ½ week intervals. If a student is deemed ineligible (seven days-Monday to the next Monday), grade will be checked on weekly intervals (each Friday) until student becomes eligible. Ineligibility grade percentage is not cumulative beyond each nine-week grading period.

Coaching Stipends

Each school pays coaches from their perspective schools. All extra-curricular stipends will be addressed every other year according to negotiated policy. All coaches will be paid stipends in one lump sum at the conclusion of their season.

Prior to payment, coaches must check in all clean uniforms, put away equipment, and provide the athletic directors with a list of damaged or missing equipment.

Cheerleading

There will be six cheerleaders for the following sports: football, GBB/BBB, wrestling. Tryouts will take place for these positions, if necessary. Cheerleaders for girls and boys basketball will cheer during Varsity home games only unless team advances to regional or state competition.

Lettering Guidelines

Students have the opportunity to letter in all athletic activities. Varsity letters for playing time will be given at the discretion of the head coach. Varsity letter will be withheld if all equipment loaned to a student by either school is not returned or paid. Student/athlete must compete entire season, except for illness or injury, in order to letter. All coaches must have their lettering policy in writing prior to the season.

Coaching requirements

All coaches are highly recommended to obtain a CDL license unless excused by administration. Coaches will drive to all practices but will not be required to drive to games. Exception to this could be JH or JV games. Though “home” games has been identified at both sites (Clark and Willow Lake), it is the boards’ wishes to provide transportation to our athletes from one school to another for contest, just as they provide transportation to practice.

Practice Times

School dismissal will be at 3:10, which means coop practice should begin approx. by 3:40. Practices should conclude by 5:30 PM to get our student athletes home for family commitments. Wednesday practice should not interfere with church scheduled activities. Sunday practice is prohibited except for preparation for tournament. Sunday practices need administration approval.

Maximum number of coaches per activity

One Coop paid JH coach will be allowed to participate in all aspects of coaching with the Varsity and Junior Varsity program of each of the respective sports that they are assigned to, with permission of the Head Coach of that sport. The only exception would be football that has two assistant coaches. Note: track, cross country, dance and golf coaching numbers remain the same as in previous years.

Football: 4 coaches (This includes 1 JH coach)

Volleyball: 3 coaches (This includes 1 JH coach)

Girls/boys basketball: 3 coaches (This includes 1 JH coach)

Wrestling: 3 coaches (This includes 1 JH coach)

Track: 3 coaches

Cross Country: 1 coach

Dance: 1 coach

Golf: 1 coach

Cheerleading: 1 coach per sport: football, basketball, wrestling

One volunteer per sport is welcome to assist during practice; however, during contest, the volunteer must sit behind team. All volunteer coaches must take the concussion test and coaching of theory test as required by state. Payment for these classes is the responsibility of the volunteer and not the coop or schools.

In the event of large student numbers in a sport, a C team may be considered to allow students more playing time. The coop will revisit whether or not to have a C team on a year to year basis; and therefore, another coach may be needed by the coop board.

