

2025-2026

Froid/Medicine Lake



Cooperative Rules and Procedures

Board

Board Chair: Ryan Young

Vice Chair: Casey Aasheim

CO-OP Trustee: Andrea Miller

CO-OP Trustee: Lauren Berntson

Superintendents

Froid: Steven Mayhue

Med Lake: Aaron Webster

AD

Froid: Kayla Johnson

Med Lake: Alyssa Stromberg

1. CO-OP BOARD COMPOSITION

- A. Two (2) board members from each school appointed to a one-year term.
An alternate appointed board member may be used in the absence of a regular board member when it is in the best interest of the co-op. The intent of this rule is not to circumvent the responsibility of the regular appointed board member, but rather to be used in cases where hiring would prevent a vote by the entire board or in cases of absence by a board member due to circumstances beyond the control of the regular appointed board member.
- B. Two (2) non-voting administrators from each school. (a superintendent and an activities director.)

2. ADMINISTRATIVE DUTIES

- A. **The board:** duties are no different than regular board duties as outlined in district policy 1240-R. Each respective district school board grants the co-op board authority over MHSA sanctioned events, pep band, and prom. This authority includes but is not limited to; making employment decisions, approving the rules and policies, rule violation hearings and approval of purchases. (AD's do have \$1,500.00 authority for immediate purchases)
- B. **AD's**

In the 2025-2026 school year:

Froid-Will be responsible for the management of volleyball, basketball, and speech and drama. Duties will include game confirmations for sports listed above (opposing school and referees). Weekly re-cap to administration.

Medicine Lake-Will be responsible for the management of football, track, and golf. Duties will include game confirmations for sports listed above (opposing school and referees). Weekly game/practice and bus schedule.

Switching duties: For the 2026-2027 school year, responsibilities will be evaluated at the end of the current school year.

Minutes: The clerk will maintain the minutes at the monthly co-op meeting.

Game Management: Each respective AD will set up and be present as the administrator for respective home games.

- C. **Coaches:** Are responsible for supervising athletes at all times. Coaches will communicate any injuries to the AD's. Head coaches will not be allowed to coach overlapping sports. (This does not apply to assistant coaches).
Coaches are responsible for distributing jerseys and then collecting and turning them into either school at the end of the season. Coaches will not be paid until the coaches checklist is completed.
- D. **Superintendents:** will coordinate between the AD's, schools, and the boards to ensure policies, rules and laws are correctly followed. They are considered informational assets and are used as part of the administrative team.
- E. **Clerk:** The clerk will be appointed at the July meeting of the co-op board. The clerk will take minutes at all co-op meetings. The clerk will pay all co-op expenses as approved by the administration.
- F. **Establishing salaries:** The board will review and recommend salaries for the clerk, pep band directors, AD's, and all coaching positions offered by the co-op. This recommendation will need individual district school board approval before acceptance is finalized.

- G. Developing Eligibility/Training Rules: the board will develop, with the input of the administrators and coaches, a composite set of rules and procedures that encompass each school's current rules and procedures.
- H. A quorum will consist of 3 school board members.
- I. Meetings will rotate between schools. When a meeting occurs, they will be held on the third Wednesday of the month at 6:30 p.m. The keeping of the permanent co-op minutes and supporting documentation will be kept on the shared google drive.
- J. The co-op board will reorganize office positions each May.
- K. Hiring Committee: will be made up of both AD's and a co-op board member from each school.

3. HIRING OF COACHES

- A. All applicants will apply for a coaching position by filling out the coop application form.
- B. If needed, the hiring committee will conduct all interviews at a properly called co-op meeting.
 - B. New head coaches will be recommended to the co-op board after the completion of interviews. Interviews are not a requirement for employment, and will be done per board discretion. Existing head coaches meeting evaluation criteria can receive a renewal without application, open position renewal with application, or nonrenewal/open position from the administration. **The full board will make all hiring decisions of head coaches.** Coaches may be hired at the conclusion of their season.
- C. Team sizes, in increments of 12, will require assistant coaches at sub-varsity levels. Special considerations for assistant coaches may be made by the co-op board. Head coaches will have an opportunity to select their assistant coaches, but all employees must fill out an application (unless on file). The administration can approve assistant coaches pending approval of the co-op board. If no selection is made by the head coach, and an increment of 12 has been reached, the co-op board will select an assistant for the program. **High school varsity team sports will ALWAYS have an assistant coach. Per the request of the head coach, the need for an assistant coach(es) for individual sports or activities will be evaluated by the board each year.**
- D. All coaches, including assistant and volunteer coaches, must possess prior to the 1st practice, the required certifications from the MHSA.
 - Fundamentals of Coaching-one time
 - Concussion training-yearly
 - Rules training for appropriate sport-yearly
 - All coaches must possess a current first aid certificate. Time allowances may be made by the administration for the 1st aid certificate only

Failure to complete the required MHSA certifications will result in missed practices/games until the requirements have been met.
- E. Coaches will be tentatively hired and paid only if there are sufficient numbers to have the activity.
- F. Coaches will be required to conduct parent meetings before each season's sport/activity begins.
- G. Volunteer coaches will be required to submit a formal application to the activities director and any offer of a volunteer coach position will be contingent upon successful completion of a background check per School Board Policy #5122. Volunteer Coaches must abide by the same policies as paid coaches. Volunteer coaches are required to complete the coach's certification program just as paid coaches are. The Montana High School Association (MHSA) has indicated that any post graduate participants that come in to help must be considered a volunteer coach. They will be expected to complete a coach's certification in order to instruct or compete with

participants in practice and must complete the NFHS concussion course at their own expense. Individuals who volunteer to assist the school district during meets, tournaments, etc. will not be subjected to a background check with the understanding these volunteers would never be in a one on one situation with a student in an isolated environment. The district will provide volunteers with an athletic handbook, go over the expectations, and require acknowledgement of the handbook. As such, the number of volunteer coaches and type of volunteer coaches will also be submitted to MHSA for approval.

4. COACHES/ATHLETIC EVALUATIONS

- A.** Head coaches will be evaluated at the end of each season by administration.
- B.** The evaluation to be used will be approved by the co-op Board.
- C.** Both superintendents will evaluate athletic directors at the end of each school year.

5. LINE OF AUTHORITY/GRIEVANCE PROCEDURE

- A.** Individuals must follow the chain of command with all concerns that involve the co-op. You are first asked to meet with the coach or sponsor, after 24 hours, to attempt reconciliation. If after the meeting either party to the disagreement is not satisfied with the results they may go to the athletic directors. If still not satisfied, the complaint may be taken to the district superintendent, then to the Froid/Medicine Lake co-op board. Every attempt should be made to reconcile at the level of the complaint. Communication and understanding are necessary to resolve conflict.

6. TEAM MEMBERSHIP

- A.** High School will consist of students in grades 9, 10, 11, and 12.
- B.** Junior High football and volleyball teams will consist of students in grades 5, 6, 7, and 8.
- C.** Junior High basketball will consist of students in grades 6, 7 and 8.
- D.** Elementary basketball programs will consist of elementary students in grades 5 and 6
- E.** In order to be or travel as a team manager or mascot students must be at least in the 7th grade and must be approved by the coaches and athletic directors. Managers will be limited to two students and one student videographer. Administration may approve younger students (6th grade) if circumstances allow for it. Team managers can be removed by the head coach or administration. Reasons for removal would include but not limited to: failure to show up to scheduled practices/games, grades, or behavior issues. Per MHSA rules, managers will not be allowed to participate in practice as an athlete.

F. 8th Grade Participation in High School Sports (Excluding Football)

To support the development of young athletes and provide expanded opportunities for student engagement, we propose that 8th-grade students be allowed to participate in high school sports teams under the following conditions:

1. Eligibility:

- 8th-grade students must meet academic and behavioral eligibility requirements consistent with high school standards.
- Participation must be approved by both middle school and high school coaches, administration, as well as the athletic director.

2. Implementation:

- Coaches must assess readiness (physical, emotional, and social) before allowing 8th graders to participate.
- Parental consent will be obtained
- Best practice would be to allow junior high athletes to move up slowly into high school level of play. The suggestion would be to allow all junior high to play some JV, if possible, before moving them to varsity competition.
- Students will be allowed to play both the Junior High season and High School season concurrently. Coaches and ADs will determine best practice and game time schedule.

2. Junior High and Elementary:

- a) The A.D.'s and coaches will determine if insufficient numbers exist to bring up 5th grade for Junior High, and 3rd or 4th grade for elementary competitions.
 - b) The parents will be asked if they want their child to play up.
 - c) Criteria coaches and A.D.'s will look at is total players, total playing time, needs for practices, and levels of physical, mental, educational maturity.-AD's should consult with each school's superintendent to help determine if the students being moved up meets the criteria being used.
- G.** All students who participate in co-op athletic activities will not be allowed to practice or play without a yearly physical examination by a Doctor/Physician Assistant. The expectation is that athletes who do not have a physical, will attend practices to watch but may not participate. These practices will not count towards the 8 needed to participate in volleyball, basketball, track, cheer, and cross country, or 10 for football and 2 for golf.

Physical Exams (MHSA Form)

MHSA Handbook: ARTICLE II Section (3) Physical Exam A physical examination is required for each student in order to be considered eligible and to be approved for participation in an association Contest. Physical examinations must be completed prior to the first day of practice. This examination must be certified by a licensed medical professional acting within the scope and limitations of his/her practice. This certification is valid for a period of one school year. A physical examination conducted before May 1st is not valid for participation the following school year. The physical examination form developed by the MHSA Medical Advisory Committee and approved by the MHSA Executive Board must be used. A current form may be obtained from the Montana High School Association.

- H.** In conjunction with MHSA rules a total of 12 players, 2 alternates, and 2 managers will be allowed to travel as part of the volleyball and the girls' and boys' basketball tournament teams.

SPORTSMANSHIP (MHSA HANDBOOK P. 26-27) Section (33) SPORTSMANSHIP GUIDELINES

- A.** Statement of philosophy: The Montana High School Association has established policies, expectations and responsibilities which will cultivate the ideals of good sportsmanship. It shall be the responsibility of each member school to ensure that all individuals employed or directly associated with the interscholastic program conduct themselves in a sportsmanlike manner. The coach represents the school at interscholastic athletic activities. It is the responsibility of the head and assistant coaches to serve as role models for students and the public.
- B.** Code of Conduct: A coach will be in violation of the standards for good sportsmanship established by the Montana High School Association by:
 - 1.** Making degrading/critical remarks about officials during or after a contest either at the competition site, from the bench, in the locker area or through any public news media;
 - 2.** Arguing with officials or going through motions indicating dislike/disdain for a decision;

3. Detaining the officials following a contest to request or argue a ruling or explanation of actions by the official;
4. Being ejected from a contest;
5. Physically assaulting an official.

7. PRACTICE TIMES AND LOCATIONS

- A. Will be determined by athletic directors in conjunction with head coaches.
- B. For the safety of students and coaches, practices will not be held in the event of inclement weather.
- C. In the event, Froid or Medicine Lake closes school for inclement weather/sickness, no practices and/or games will be allowed for that day.

8. ELIGIBILITY RULES

A. Academic Eligibility

Students will follow the eligibility rules that are outlined in their schools student handbook. The week of eligibility will begin on Monday and end on the following Sunday. Grades will be checked Monday mornings on a weekly basis. Every attempt will be made to notify ineligibilities to coaches, parents, and athletes Monday morning. Ineligible students will not play in live contests but can practice for that week. Students who are ineligible may not travel with the team but may sit on the bench at home games at the coach's discretion. A two week grace period will be allowed at the start of each quarter.

9. TRAINING RULES

- A. **ALCOHOL AND DRUGS**: An automatic suspension for the remainder of the season will be enforced on any member of this program who is in possession of drugs, tobacco including e-cigarettes or alcohol. (Individuals caught the last weekend of the season, before the season is over, will be punished accordingly by the administration and/or coaching staff.) Pep Band students will be under the same requirement. If a student finds him/herself in an unavoidable situation, the student player must seek permission to remain or must leave or make arrangements to leave as soon as possible.
- B. **CURFEW**: Without the prior permission of the coach or co-op administration, curfew for all members of this program (players, managers, video personnel, cheerleaders, etc.) will be as follows: Any day preceding a school day or game day: 10:00 p.m. All other days: 12:00 p.m.
*Coaches will determine punishment
- C. **DRESS CODE**: Every member of the co-op program must dress in an appropriate manner as representatives of their schools and themselves and be in compliance with their schools student handbook.
- D. **BEHAVIOR**: Students are representing their school. The best behavior will be expected. Violations in this behavior will be dealt with accordingly.
- E. **HAZING, BULLYING, HARASSMENT & INTIMIDATION**
The board will strive to provide a positive and productive learning and working environment. Bullying, harassment, intimidation, or hazing, by students, staff, or third parties, is strictly prohibited and shall not be tolerated. (School Board Policy #3226)
 1. "Hazing" includes but is not limited to any act that recklessly or intentionally endangers the mental or physical health or safety of a student for the purpose of initiation or as a condition or precondition of attaining membership in or affiliation with any district-sponsored activity or grade-level attainment, including but not limited to forced

consumption of any drink, alcoholic beverage, drug, or controlled substance, forced exposure to the elements, forced prolonged exclusion from social contact, sleep deprivation, or any other forced activity that could adversely affect the mental or physical health or safety of a student; requires, encourages, authorizes, or permits another to be subject to wearing or carrying any obscene or physically burdensome article, assignment of pranks to be performed, or other such activities intended to degrade or humiliate.

2. "Bullying" means any harassment, intimidation, hazing, or threatening, insulting, or demeaning gesture or physical contact, including any intentional written, verbal, or electronic communication ("cyberbullying") or threat directed against a student that is persistent, severe, or repeated, and that substantially interferes with a student's educational benefits, opportunities, or performance, that takes place on or immediately adjacent to school grounds, at any school-sponsored activity, on school-provided transportation, at any official school bus stop, or anywhere conduct may reasonably be considered to be a threat or an attempted intimidation of a student or staff member or an interference with school purposes or an educational function, and that has the effect of:
 - a. Physically harming a student or damaging a student's property;
 - b. Knowingly placing a student in reasonable fear of physical harm to the student or damage to the student's property;
 - c. Creating a hostile educational environment, or;
 - d. Substantially and materially disrupts the orderly operation of a school.
3. "Electronic communication device" means any mode of electronic communication, including but not limited to computers, cell phones, PDA, social media or the internet.

- F. Reporting:** All complaints about behavior that may violate this policy shall be promptly investigated. Any student, employee, or third party who has knowledge of conduct in violation of this policy or feels he/she has been a victim of hazing, harassment, intimidation, or bullying in violation of this policy is encouraged to immediately report his/her concerns to the building principal or the district administrator, who have overall responsibility for such investigations. A student may also report concerns to a teacher or counselor, who will be responsible for notifying the appropriate district official. Complaints against the building principal shall be filed with the superintendent. Complaints against the superintendent of district administrator shall be filed with the board.
- G. Exhaustion of Administrative Remedies:** A person alleging violation of any form of harassment, intimidation, hazing, or threatening, insulting, or demeaning gesture or physical contact, including any intentional written, verbal, or electronic communication, as stated above, may seek redress under any available law, either civil or criminal, after exhausting all administrative remedies. (Adopted 7/19/17)
- H. TRAVEL:** Coaches and advisors will travel with the team or activity participants on the transportation provided by the districts. Coaches are responsible for all supervision on the bus. Coaches will sit on the bus that allows for supervision of all participants. All participants must ride on the transportation provided by the districts to games, practices or other co-op activities. If a student chooses not to ride the transportation provided by the district after an away game or activity, a written note from the parent or guardian must be given to the coach or advisor.

Students will only be released to a parent or guardian who is present at the game or activity. Any alternatives must be in writing and approved by the district administrator or athletic director of the district in which the student is enrolled before departing for the activity. If a parent or guardian is not present at the activity, students will only be released to a district pre-approved adult.

- I. **PRACTICE/GAMES:** All members of the co-op athletic program are required to attend all practices and games as determined by the coach. Students absent for all or part of the day, who do not have pre-approval, will not be allowed to participate in games or practices that day. Students that leave on overnight trips must be in school all day on the day the team leaves or they will not accompany the team. No exceptions will be made unless approval has been granted by the administration for individual circumstances. If an absence such as medical/dental appointments or family emergency has been PRE-approved by the administration, the student may participate.

10. TRANSPORTATION COSTS

- A. The school providing the bus or van for team transportation will be responsible for all costs associated with this transportation. All individual trips will be equalized as close as practical between the two schools.
- B. Each school will be responsible for all costs for transporting students to and from practices.
- C. All additional transportation costs will be split 50/50.
- D. Bus/van drivers will be included in all team meals or motel arrangements.

11. USE OF PRIVATE VEHICLES FOR DISTRICT BUSINESS

The use of private vehicles for district business, including the transportation of students, is generally discouraged. Staff members should use district-owned vehicles whenever possible, scheduling activities and other transportation far enough in advance to avoid any non-emergency use of private vehicles. No staff members may use a private vehicle for district business without permission from the Administration.

12. MEALS

- A. Meals may be provided for team members at away games. This will be determined by the athletic directors and coaches. The general rule will be \$30 per participant per day for multiple day trips --- to be broken down approximately into \$8 Breakfast \$9 lunch \$13 dinner. For single game days when one meal is served it will be \$9 each for lunch and \$13 for dinner. Gratuities may be left when appropriate but should be limited to 10% or a \$20 maximum.

13. CO-OP EXPENSES

- A. Purchase requests will be submitted to the co-op superintendents for approval.
 - 1. Supplies & Equipment
 - a. All supplies and equipment shall be purchased out of the activity Co-op fund. **All purchases must be pre-approved by the athletic director.**
 - b. If possible, game officials for both junior varsity and junior high games will be MOA.
 - c. Co-op costs except those fees assessed for individual school membership in MHSA activities.
- B. Salaries – each school will pay half the coaching salaries.

- C. Coaching Meetings & Clinics - may be attended by staff with administrative approval. A stipend of up to \$250 may be paid to each coach for each approved meeting/clinic. Any additional payment may be made with approval of the Board. Receipts for hotel and meals must be turned in for any reimbursements to be paid.

14. INDIVIDUAL SCHOOL EXPENSES

- A. Student Insurance
- B. Concussion Insurance
- C. Each school will start off the year by adding \$12,500 to the co-op account. Additional circumstances will be assessed by the co-op board when spending has surpassed the funding allowances.

15. UNIFORMS AND EQUIPMENT

- A. The board will approve the purchase of uniforms and individual equipment exceeding \$1,500.
- B. Coaches will be responsible for a written co-op inventory of all equipment for their activity. This inventory of equipment will be checked by the AD's at the conclusion of the activity and before final salary is paid.

16. TICKET PRICES

- A. Game prices: All home games - \$7.00 adults, \$5.00 – students (grades K -12)and seniors 65 or older will pay the student rate.
- B. Season passes for Fall & Winter sports – Adult pass will be \$100.00 and student/senior passes will be \$75.00 (grades K-12). Family passes \$300 maximum –parents and students (K-12).
- C. Students 4 years and younger will get into the games free.
- D. Passes to all home games will be given to:
 - 1. All board members from both schools and their spouses.
 - 2. Administration and their spouses from both schools.
 - 3. All certified staff
- E. Lifetime passes will be given to all past co-op board members who served for a minimum of 3 years to home games in both Froid and Medicine Lake.

17. GATE RECEIPTS

- A. All gate and other co-op related receipts will be forwarded to the co-op clerk.
- B. Workers – refer to salary schedule pg. 7

18. TOURNAMENT TICKETS, CONFERENCE PASSES, AND RETIRED MEMBER PASSES

- A. These will be determined by superintendents and athletic directors.
- B. The co-op will purchase membership to the MCA for all high school coaches and the athletic directors.
- C. A lifetime pass will be issued to retired co-op board members in appreciation of their service on the board. This pass will allow admittance to all Froid/Lake home games.

19. CO-OP COLORS – Red, White and Black: When competing as a team only co-op colors will be allowed as team attire on the court or field.

20. MASCOT – Red Hawk

21. LOGO – See front of co-op Rules and Procedures

22. SCHOOL SONG – Air Force Song

23. CO-OP LETTER – Each school will retain their traditional letter.

24. PROM – All prom dates need to be H.S. students.

25. LETTERING REQUIREMENTS

- A. Individuals must end the season and be in good standing in the activity.
- B. Coaches will discuss lettering requirements with the administration before the start of the season. At the start of the season, coaches will let their athletes/parents know lettering requirements at the parent meeting. Coaches will report those who have lettered to administration at the conclusion of the season. Coaches are expected to attend awards ceremonies to recognize their athletes.

26. RECOGNITION NIGHT

- A. Senior Night – will be held at the last home game for volleyball and football. Boys and girls basketball, pep band, and speech and drama will be recognized at the last home game when both boys and girls play.

27. BAND

- A. The co-op band will perform at all varsity basketball games and selected post season tournaments. All members 7-12 will perform at all home games unless excused by the sponsor or the administration. Eligibility for band will only pertain to post season tournaments.

28. FUND RAISING PROJECTS

- A. The athletic directors will make the decisions regarding fund raising projects of the co-op.
- B. Individual schools will make the decisions regarding fund raising projects during games played at their schools consistent with these rules.

29. Cheerleaders:

Cheerleaders will cheer for both boys and girls. Varsity cheerleaders will be determined by the sponsors. There will be a maximum of 5 traveling cheerleaders chosen prior to the first scheduled basketball game.

30. Homecoming /District Tournaments:

For each sport, the co-op will sponsor ONE public pep assembly at homecoming for football, volleyball, cross country and each district tournament for boys and girls basketball. If any team advances to a state level tournament, the co-op will host an additional pep assembly for that tournament. Each school will have one King and one Queen.

31. ASSUMPTION OF RISK STATEMENT

Liability: The coach/advisor/director, any other member of the school staff, or any member of the Board of Trustees will not be held liable or responsible in case of an accident incurred during practice, games, meets, matches, tournaments, concerts, or trips supervised by Froid/Medicine Lake Public Schools. Each parent or guardian will be responsible to sign an “assumption of risk” statement indicating that the parents/guardians assume all risks for injuries resulting from such participation. [Board Policy 2151] (Adopted 7/19/17).

32. INJURY WARNINGS

Parents and students need to be aware that the possibility of major and minor injuries is an inherent danger in all activities. Sprains, fractures, joint injuries, and bruises are a few of the common, although not inclusive, list of dangers related to those activities.

Coaches are responsible for teaching safe techniques. They must also let parents know that they may contact the coach or A.D. with questions concerning safety and/or injury specific to an activity.
(Adopted 7-19-17)

33. CARE OF THE INJURED ATHLETE-MOST IMPORTANT -

Care of the injured athlete takes priority over everything!

Coaches are cautioned to exercise great care in dealing with all injuries. In all cases, the coach should assure himself/herself personally, that the injured athlete is receiving competent medical care.

The following procedure should be followed:

- A.** Notify parents, if possible.
- B.** Administer necessary first aid.
 - Send someone to call for an ambulance (if necessary)
 - Keep student still, comfortable and reassured
 - When in doubt, do not move injured athlete
 - Stay with injured athlete
 - Contact activities director
- C.** If, in the judgment of the coach, the injury is serious, the school will take the responsibility for calling an ambulance, if one is not present.
- D.** A coach will accompany the injured athlete to the hospital and arrange for treatment if the parents are not there. The coach should remain at the hospital with the injured athlete until the parents arrive. Brief the parents upon their arrival.
- E.** An accident report should be filed with the activities director for all injuries within one day.
- F.** The coach should follow-up on the progress of the injured athlete.
- G.** The coach should provide the parent or the person receiving the injured athlete with aftercare instructions.

34. Accident Report Form and Procedure:

Injuries: all injuries are to be reported immediately to the coach/advisor/activity director regardless of the nature of the injury. The coach/advisor/activities director will fill out an accident report form and file it in the corresponding district's office within one (1) school day of the injury.

35. Insurance and Injury:

The school districts require that the parent, guardian, and caretaker relative of students participating in school sponsored activities (co-curricular, extra-curricular, etc.) provide verification of their child's health insurance coverage status. The school district does not provide health insurance to pay for injuries of students while participating in school sponsored activities (co-curricular, extra-curricular, etc.). If the parent, guardian, caretaker relative elects not to provide private health insurance coverage for their child, they are accepting responsibility for any and all medical expenses incurred by their child in the event they are injured while participating in the school sponsored activities (co-curricular, extra-curricular, etc.) that is not the result of fraud, willful injury to a person or property, or the willful or negligent violation of a law by a trustee, employee, or agent of the school district.

Also, the school district does not provide student accident insurance coverage for students. Student accident insurance coverage may be purchased by parents through a private company for a fee. Student accident insurance information is available on school websites throughout the year. Please review the information available carefully, consider the benefits of such coverage, and complete the application as per the instructions. This is an opportunity to provide student accident insurance coverage while your child is at a school or participating in activities. A parent seeking coverage must make sure the student accident insurance coverage is in place prior to the first day of practice and/or school. Please contact the coach or athletic director for additional information.

36. Nonpublic/Homeschool Extracurricular Participation

See Appendix A

37. Purchasing Procedure:

Ordering, Purchasing, Requisitions, Purchase orders: coaches/advisors are not permitted to order, purchase, or acquire any item for their activity without receiving prior approval of the activities director and completing the appropriate requisition with all signatures in place on said requisition. This includes items on a preview or trial basis.

Purchasing: all orders must be placed through the A.D.'s on student activity purchase order forms. Failure to do so may result in the party placing the order being personally responsible.

38. Coop Salaries

A. Longevity Pay:

The Froid/Lake coop recognizes consistency within our programs.

Upon the fourth consecutive contract offered, coaches will see an increase of \$100 per year with a cap of \$700. All coaches who are currently beyond their fourth consecutive contract will be started at \$100 with an increase of \$100 dollars each year capping at \$700.

Current coaches who are not beyond their fourth consecutive contract will have years credited to them. This only applies to varsity head coaches.

B. Band Stipend:

For basketball season only. If teams make it beyond districts the band directors will be compensated with the below salary.

Divisionals	\$500 Per Band Director
State	\$1000 Per Band Director

FROID/MEDICINE LAKE CO-OP SALARIES 2025-2026

Position	F	L	Amount	Total
Athletic Director			\$6,500 per AD \$13,000 One AD	\$13,000

Clerk			\$2,100.00	\$2,100.00
Head HS Volleyball			\$3,000.00	\$3,000.00
Assistant HS Volleyball			\$1,900.00	\$1,900.00
Head JH Volleyball			\$1,500.00	\$1,500.00
Assistant JH Volleyball			\$750.00	\$750.00
Head HS Football			\$3,000.00	\$3,000.00
Assistant HS Football			\$1,900.00	\$1,900.00
Head JH Football			\$1,500.00	\$1,500.00
Assistant JH Football			\$750.00	\$750.00
Head HS Cross County			\$2,000.00	\$2,000.00
Head JH/Elem Cross County			\$750.00	\$750.00
Head Speech and Drama			\$2,100.00	\$2,100.00
Assistant Speech and Drama			\$1,600.00	\$1,600.00
Cheerleading Coach			\$2,100.00	\$2,100.00
Pep Band (2)			\$1,500.00	\$3,000.00
Head HS Basketball (2)			\$3,000.00	\$6,000.00
Assistant HS Basketball (2)			\$1,900.00	\$3,800.00
Head JH Basketball (2)			\$1,500.00	\$3,000.00
Assistant JH Basketball (2)			\$750.00	\$1,500.00
Head Elem Basketball (2)			\$1,000.00	\$2,000.00
Assistant Elem Basketball (2)			\$500.00	\$1,000.00
Head HS Track			\$3,000.00	\$3,000.00
Assistant HS Track			\$1,900.00	\$1,900.00
Head JH Track			\$1,500.00	\$1,500.00
Assistant JH Track			\$750.00	\$750.00
Head Elem Track			\$1,000.00	\$1,000.00
Assistant Elem Track			\$500.00	\$500.00
Head Golf			\$2,000.00	\$2,000.00
Total Salaries:				\$62,700.00

Workers	Price Per Game	Workers	
Ticket Taker	\$15	Videographer	\$15
Announcer	\$15		
Bench Workers	\$15		
Chain	\$15		
Line Judges	\$15		

Uniform Rotation

Girls Basketball-2025

Track & JH Football-2026

Uniform off year-Helmets-Pads JH & HS 2027 (Ideally we will order 3 per year, so this won't be a huge cost at this time)

Off Year-Unless needed -2028

Volleyball-2029

Football Home and Away-2030

Boys Basketball-2031

Girls Basketball-2032

LAST UPDATED AND APPROVED FOR THE 2024-2025 SCHOOL YEAR ON: August 11, 2025

Chair of Co-op

Vice-Chair of Co-op

Co-op Trustee

Co-op Trustee

NONPUBLIC/HOMESCHOOL EXTRA-CURRICULAR PARTICIPATION

Appendix 1

Nonpublic or home school students who meet the requirements of MCA 20-5-109 outlined below can participate in Froid-Medicine Lake Co-op extra-curricular activities.

REQUIREMENTS FOR PARTICIPATION

1. Maintain records on pupil attendance and disease immunization and make the records available to the county superintendent of schools on request;
2. Provide at least 1,080 hours of pupil instruction;
3. Must be housed in a building that complies with applicable local health and safety regulations;
4. Provide an organized course of study that includes instruction in the subjects required of public schools as a basic instructional program.

In the case of home schools, parent/guardian shall notify the appropriate County Superintendent of Schools each school fiscal year.

Prior to joining an activity, a nonpublic or home school student shall submit required documents and written verification of eligibility to the building principal or designee. Documents required are as follows:

1. Birth Certificate
2. Proof of Immunization or Medical/Religious Exemption
3. Documentation of current enrollment in an approved nonpublic/online/homeschool course of study.
4. If currently in a nonpublic/homeschool course of study, a current transcript listing courses taken, credits earned, and current courses of study enrolled in.
5. MHSA Physical Examination Form and be in compliance with the co-ops policy regarding sports physicals.

Further Clarification

- The same standards for participation must be met as those required of full time students. This includes compliance with MHSA and School District Board policies, handbooks and school rules and regulations regarding extracurricular activities, interscholastic athletics and student discipline.
- The student is expected to meet attendance and reporting requirements established for all participants of the activity.
- The student is expected to comply with all requirements and directives of the district staff, coaches and administrators involved with the extracurricular activity.
- The student and his/her entire family must live in either Froid or Medicine Lake School District attendance area – there is no transfer or out of attendance area participation for nonpublic or home school students.
- All MHSA rules must be met – academic, age, semester, non-graduate etc., except enrollment.

ELIGIBILITY CHECKLIST

Academic Rule

Nonpublic School – the students' academic eligibility must be attested by the head administrator of the nonpublic school.

Homeschool – academic eligibility must be attested in writing by the educator providing the student instruction with verification by the MHSA school principal.

- Grading Period – one semester (one half of a school year – approximately 18 school weeks or 90 school days).
- A participant must have received a passing grade and received credit in at least twenty hours of prepared class or work or its equivalent in the last previous semester in which he/she is enrolled.
- A home school and/or nonpublic school student must demonstrate they have passed four half credit classes in the previous semester (90 school day period). To meet the same standards as required in the law. This is meeting the same standard.
- Participants who are academically ineligible cannot participate in any Association contest (varsity or sub varsity) for a period of one semester.
- The nonpublic school administrator or home school educator must demonstrate the student is on course to graduate complying with the MHSA semester and age rules.

During the length of the extracurricular activity, the head administrator or educator providing student instruction is responsible for submitting weekly grade and attendance reports to the building principal as to current attendance and academic progress in courses enrolled. Attendance and grade reports must be submitted by Monday at noon each week to the building principal's email for the nonpublic or home school student's eligibility to be considered that week. Failure to submit reports by Monday at noon will result in ineligibility for the week.

DELEGATION OF RESPONSIBILITY

- The building principal or designee shall ensure that nonpublic or home school students have access to information regarding the district's extracurricular activities and interscholastic athletic programs.
- The building principal or designee shall receive and review verification from the parent/guardian that a student has met and continues to meet the established eligibility criteria for an extracurricular activity.
- The building principal or designee shall distribute information regarding eligibility criteria and student participation in extracurricular activities and interscholastic athletics to all affected by them.
- The building principal will verify when the student began high school coursework which will begin his/her semester accrual.

Dear Parents and Student Athletes,

Please scan the QR code below to read the CO-OP Handbook. Open your camera app on your phone and point it at the QR like you are going to take a picture. A link will pop up below. Click on the link and the handbook should pop up. Please read through it and sign below that you have received it. **To be eligible to play in the first game you must return this form to your coach.** If you have any questions please contact Kayla Johnson or Alyssa Stromberg..

RECEIPT OF HANDBOOK

"I have received a copy of the Froid-Lake athletic handbook. I understand that the handbook contains information that I may need during the school year. I understand that I will be held accountable for information outlined in the handbook."

Which school do you attend?

Print name of student:

Signature of student:

Signature of parent:

Date:

