

Apollo Athletics Awards and Special Recognitions

VARSITY LETTERS & SENIOR PLAQUES

All teams shall award chenille varsity letters to those athletes who participated at the varsity level. It is left to the discretion of the head coach of each program to establish the protocol for earning a varsity letter. At the end of each athletic season, the head coach shall submit to the athletic director a request for the chenille athletic letters (\$5 each) and the appropriate emblems (\$.75 each) captain stars (\$.75 each) and/or bars (\$.25 each). The cost for these will be deducted from each sport's respective budget.

All teams shall also award to each senior athlete a SENIOR PLAQUE. The senior plaque shall document all sports and years that an athlete competed at the VARSITY level. The cost is \$10 each and shall be deducted out of the budget for which that athlete competed. If the athlete played MULTIPLE varsity sports, then the cost of the plaque shall be divided equally between these sports.

Coaches are encouraged to give other individual and team awards. Coaches may use budget money to purchase plaques, trophies, and/or senior gifts.

PLEASE NOTE – Donna Board and Jack Barrett can provide "special certificates" at a nominal cost.

REGION /STATE CHAMPION PHOTOS

Teams that win a region championship shall be recognized with a large photo to be displayed in the Commons Area. This shall be paid for out of General Athletics. This shall apply to ALL TEAMS with the exception that football shall receive a photo for a DISTRICT CHAMPIONSHIP.

Teams that win a state title or state runner-up shall have their photo displayed in the gym lobby OR at their respective facility.

FALL & WINTER SPORTS BANQUETS

At the end of the fall sports season and the winter sports season, there will be a banquet to honor all athletes in those sports for each respective season. (There is not a banquet for Spring Sports as most spring sports conclude their seasons after the end of the school year.

AFTER ALL TEAMS SEASONS HAVE ENDED, a date will be set for each respective banquet. The banquets shall be held in the Apollo Commons Area. The athletic secretary shall coordinate a date with the director of the cafeteria as well as input from all head coaches, the principal and the AD. Meals for all athletes and coaches shall be paid for by General Athletics. During the banquet, all teams shall be recognized with a short team summary and all senior athletes shall be presented their senior plaques. A video highlight of all teams for that season shall be made and presented at the banquet. After the video, teams shall re-locate to separate areas for their own individual team awards.

BANNERS IN GYM

In the gym, boys basketball, girls basketball, volleyball and cheer shall display a banner for its respective REGION championships. If a team advances to the semi-finals, then a LARGE banner will also be hung in addition to the region banner.

HALL of FAME

Apollo Athletics shall have a Hall of Fame to recognize outstanding achievement in athletics at the high school, collegiate, or professional level. A Hall of Fame Committee shall meet once a year to discuss nominees to the Hall of Fame. Head Coaches and/or members of the committee may make the nominations. The athletic director shall serve as the Hall of Fame chairperson and be responsible for keeping a current list of all candidates and minutes of prior meetings. The Apollo principal shall also serve as a member of the Hall of Fame committee and assist the athletic director with assembling members to serve on the Hall of Fame Committee.

Nomination to the Hall of Fame shall be based upon this criteria.

Criteria for Selection to Apollo Hall of Fame:

- 1) All-State Recognition – 1st Team
- 2) All-American Recognition
- 3) Participation in that sports “recogninzed” all-star team/game.
- 4) State Champion in Individual Sport (golf, track, tennis, swim, cross country)
- 5) College Scholarship Recipient
- 6) Record Breaking Performer at high school or collegiate level (state or national)
- 7) Outstanding College Career/Accomplishments
- 8) Selection in Professional Draft
- 9) Participation as a professional athlete (USA or abroad)
- 10) Outstanding accomplishments in coaching
- 11) Must be out of high school 5 years or no longer an active coach at Apollo High School
- 12) Coaches may nominate but must have 2/3 majority vote of selection committee
- 13) Athletes must meet a minimum of two of the above criteria (#1 – 7)
- 14) Two inductees per year

Apollo Athletics Facility Management Plan

Gymnasium & Weight Room Usage

Gymnasium Usage

After school use of the main gym and auxiliary gym are the responsibility of the athletic director. Teams who are IN-SEASON shall always take priority over teams who are doing conditioning or conducting open gyms. The athletic director shall keep a separate schedule on his Microsoft Outlook for each gym. Head Coaches will be able to view the Main Gym and Auxiliary Gym schedules online and thus make requests for gym use based upon vacancies and what team has priority according to time of year.

General Guidelines

- The IN-SEASON teams shall always take priority after school and in the main gym.
- Each WEDNESDAY – the Main Gym shall ONLY BE USED BY THE IN-SEASON team.
- Open Gyms and Conditioning are only allowed when vacated by the IN-SEASON teams.

Fall Season

- Volleyball shall have priority use of the main gym after school.
- If weather prevents outdoor practice then football, boys soccer and girls soccer shall rotate use of either gym after volleyball has completed its usage. The teams will rotate use of who has access to the gyms (main or auxiliary) and who gets the time immediately after school.

Winter Season

- Boys & Girls Basketball shall have top priority to both the Main Gym and Auxiliary Gyms after school during the Winter Sports seasons.
- Starting October 15 – the boys and girls basketball teams practices begin. Boys and girls basketball practices will be after volleyball until the volleyball team exits post season play.
- Boys & Girls Basketball shall use both the Main Gym and Auxiliary Gym after school. The two programs shall alternate weeks of which team uses the Main Gym. (For example, if girls basketball has the Main Gym week #1 of the season, then boys basketball will use the Auxiliary Gym week #1. During week #2, the two teams shall alternate with girls basketball using the Auxiliary Gym and boys basket ball using the Main Gym.

- *Wrestling will use its room during the winter season but may run in the upstairs mezzanine any afternoon after school except Wednesdays.*
- *Boys & Girls Track have use of the mezzanine every day after school except Wednesday's after their season begins December 1.*
- *All OUT-OF-SEASON teams who make a request will take times AFTER the teams mentioned above.*

Spring Season

- *If weather prevents practice outdoors, Baseball and Softball shall rotate use of the gyms after school. On Monday's and Wednesday's softball shall have use of the Main Gym after school. On Tuesday's and Thursday's baseball shall have use of the Main Gym after school. Teams shall alternate use on Friday's after school*
- *Track and Tennis may make gym use requests as well but take priority after baseball and softball.*
- *OUT-OF-SEASON teams may use either gym for Open Gyms or conditioning based upon availability. All requests should be made to the athletic director.*

Summer

- *The athletic director shall meet with the head coaches of boys basketball, girls basketball, and volleyball during the spring to divide use of the gyms during the summer. The time of use shall be divided equally and is subject to approval of the athletic director.*

Weight Room Usage

Scheduling the use of the weight room after school will be the responsibility of the athletic director. Teams who are IN-SEASON shall always take priority after school. The athletic director shall keep a separate calendar on Microsoft Outlook for the weight room, and coaches shall be able to view this calendar.

General Guidelines

- *The IN-SEASON teams shall always take priority after school for use of the weight room. Teams who have weight room access during advance PE shall take a lower priority than an IN-SEASON team who does not have an advance PE course.*
- *Teams wishing to use the weight room after school need to submit their requests to the athletic director. Use the Weight Room Calendar on Microsoft Outlook to view vacancies.*
- *Multiple teams may use the weight room at the same time if their numbers allow it.*
- *If teams cannot use the weight room simultaneously, then teams shall alternate access after school on a rotational basis in one hour blocks of time.*
- *OUT-OF-SEASON teams may schedule the weight room based upon vacancies.*

Apollo Athletics

Plan for Travel – Food & Hotel Allowance

When Apollo Athletic Teams travel, we (Apollo Athletics) should always be mindful of balancing the needs of providing quality food/housing for our athletes with the reality of staying within our budgets. Our primary goal is to make sure Apollo Athletic Teams are well fed and stay at clean, safe hotels but do so by being fiscally responsible as well as establishing a sense of balance and equity among all programs.

We shall follow this plan as a general outline.

First – All travel that requires significant travel time (over 100 miles from Apollo) are subject to the principal and/or athletic director's approval. All head coaches should meet with the athletic director – well in advance of the season – to obtain permission for the desired trip. The head coach should discuss the general plan of the trip (departure, duration, # of meals, hotel, payment, return, etc.) with the athletic director. (As a rule – make sure the AD is aware of who, what, when, and where for all trips.)

*Second – Make sure you follow all proper protocols for travel. . . especially trips that are out of state and especially those trips that are overnight. Each of these will require permission in advance, paperwork (Jan Young) and permission from the Board of Education. In order to make sure you have ample time **START PAPERWORK AND PERMISSION FORMS 6 WEEKS IN ADVANCE.***

Third – Head Coaches may use money from their budget to pay for travel. It is the head coach's decision if budget money pays for all or just part of the athlete's travel. However, all money spent must be approved by the athletic director. In addition, budget money for food and lodging should only pay for the athletes and the coaching staff. The following shall serve as a guide for food and hotel stipends. . .

*FOOD – We shall follow this as a guide for food allowances: **\$6 breakfast, \$8 lunch, \$11 supper or \$25 per day per athlete.** When making a request for money for food, please include the total # of people in the travel party and the number of meals to be covered on the PO. We shall follow the same protocol as we have in the past with submitting a PO to the AD for approval of money to be spent for hotel and food. Submit the PO at least one week in advance of the trip.*

LODGING – All lodging requests are subject to the athletic director's approval. It should always be our goal to provide our athletes safe and clean lodging accommodations while being fiscally responsible. In general, coaches need to stay at places that provide a safe and clean environment at the most "affordable price" for that location. Researching the best hotel price and making reservations are the responsibility of the head coach. If traveling to a post-season event, teams will stay at the sites that the KHSAA will reimburse. For all other situations, the head coach will submit a PO to the athletic director of the hotel accommodations for approval at least two weeks prior to the departure date.

Apollo Athletics – Locker Room Assignment Plan

Apollo High School have athletic locker rooms that are designated for use for just the athletic teams. These are separate from the PE locker rooms. Locker room space is limited for each gender, thus preference must be given to the IN-SEASON teams. Apollo athletic teams shall follow this plan as a guide for sharing the athletic locker rooms over the course of the school year. Again – preference shall be given to the IN-SEASON teams.

The girls athletic locker rooms are both located adjacent to the girls PE locker room. Softball has its own locker room space at its field and shall use it. All other teams shall use the locker rooms located around the main gym. We shall refer to the two girls locker room areas as the Large Athletic Locker Room and the Girls Rear Athletic Locker Room.

The boys athletic locker rooms are located at either end of the south hallway of the main gym. Baseball has its own locker room space at its field and shall use it. We shall refer to the boys athletic locker rooms as the Gym Lobby Athletic Locker room and the Boys Back Athletic Locker Room.

FALL SEASON

<u>Girls Teams</u>		<u>Boys Teams</u>	
Soccer	Large Athletic	Soccer	Gym Lobby Athletic
Volleyball	Large Athletic	Football	Boys Back Athletic
Girls XC	Large Athletic	Boys XC	Gym Lobby Athletic
Girls Golf	None (off campus)	Girls Golf	None (off campus)

WINTER SEASON

<u>Girls Teams</u>		<u>Boys Teams</u>	
Basketball	Girls Rear Athletic	Basketball	Gym Lobby Athletic
Swimming	None (off campus)	Swimming	None (off campus)
		Wrestling	Wrestling Room

SPRING SEASON

<u>Girls Teams</u>		<u>Boys Teams</u>	
Softball	Softball Locker room	Baseball	Baseball Locker room
Track	Large Athletic	Track	Boys Back Athletic
Tennis	None	Tennis	None