

**WITTENBERG-BIRNAMWOOD  
CO-CURRICULAR  
ACTIVITIES CODE**



*"HOME  
OF THE  
CHARGERS"*

# WITTENBERG-BIRNAMWOOD

## SCHOOL DISTRICT

### CO-CURRICULAR CODE

#### **Vision Statement:**

It is the vision of the Wittenberg Birnamwood School District to create a positive environment for students, the school and community while developing teams and participants reflecting a deep sense of commitment and a competitive spirit with a winning attitude exemplifying character.

#### **Mission Statement:**

The Wittenberg Birnamwood School District programs will offer students positive and rewarding experiences while building strong character with a healthy balance of commitment to quality facilities, coaching, and competitive teams creating an environment strong in school pride, family involvement, and community support.

#### **Student Goals:**

Each student will:

- Value the ideals of teamwork and fairness through participation
- Grow personally and educationally through their co-curricular experiences
- Build positive lifetime memories through co-curricular opportunities
- Develop a sense of pride in self, school, and community
- Learn the value of sportsmanship, self-discipline, and accountability
- Come to understand and practice a level of commitment and responsibility necessary for a lifetime of success

#### **Coach/Advisor Goals:**

Each coach/advisor will:

- Value the ideals of teamwork and fairness
- Train and educate all participants
- Effectively communicate with participants, parents, and community
- Model the values of good sportsmanship and self-discipline
- Implement well organized plans aimed at the overall success of the students and the program

#### **Parent/Guardian Goals:**

Each parent/guardian will:

- Serve as a positive role model in the practice of good sportsmanship at events, in the community, and home
- Focus on and communicate positive aspects and accomplishments
- Model productive behaviors supporting students and coaches
- Demonstrate visible pride through regular attendance at events, encouraging involvement by family and friends, and engaging in groups and activities supporting programs.
- Maintain positive communication with coaches while respecting their need to effectively prepare their team
- Provide guidance and encouragement for the student while maintaining realistic assessments and expectations

## Community Goals:

Community members will:

- Recognize and celebrate positive accomplishments of co-curricular programs
- Demonstrate visible pride in co-curricular programs through attendance and participation at events
- Model good sportsmanship and maintain a positive attitude
- Maintain realistic expectations for co-curricular programs

## Categories

The following activities are covered by the co-curricular activities code of conduct. The Wittenberg-Birnamwood High School co-curricular activities are divided into these categories.

### School Sponsored/Competitive

Dance	Girls Swimming	Cheerleading	Softball
Volleyball	Football	Cross Country	Baseball
Girls Basketball	Boys Basketball	Wrestling	Track
Boys Golf			

### School Sponsored/Non-Competitive

Plays	Musicals	Prom Court
Student Council	TAD Representatives	Class Officers
National Honor Society	Homecoming Court	Music Honor Society
Math League	Quiz Bowl	Forensics
Skills USA		

### Athletic Participation Procedure

The student and parent(s)/guardian(s) must read and sign the information below and submit to the Activities Director or coach **prior** to the first day of practice or issuance of athletic equipment.

- A. WIAA Physical Examination Card (every two years) or WIAA Alternate card (2nd year of the Physical card)
- B. Co-Curricular Activities Code
- C. WIAA Rules of Eligibility form
- D. Emergency Sheet
- E. State Mandated Concussion Form - "Do you Know your ABC's"
- F. ImPact Testing (performed every two years)
- G. Activities Fee (high school only)
- H. Attend the Athlete/Parent meeting in the fall.
- I. Coaches Expectation Sheet (given to the coach)

### Non Athletic Participation Procedure

The student and parent(s)/guardian(s) must read and sign the information below and submit to the Activities Director or coach **prior** to the first day of practice or issuance of any equipment.

- A. Co-Curricular Activities Code
- B. Coaches Expectation Sheet (given to the coach)

## **Regulations for all co-curricular participation:**

The Wittenberg-Birnamwood student who participates in co-curricular activities must make a commitment to the following:

### **A. Attendance**

1. A student must be in a full day of attendance and in all scheduled classes to be able to participate in events on any given day.
2. The student must be in one-half (four hours of classes) day of attendance to be able to participate in practices on any given day.

Exceptions to these requirements require administrative approval.

### **B. Academic Eligibility**

#### **1. High School**

A high school student becomes ineligible for participation if he/she receives one or more failing grades at the end of each quarter. This ineligibility shall be for a minimum of 15 consecutive school days, beginning with the end of the quarter. When the earliest allowed WIAA game/meet/district event takes place before the first day of classes, the ineligibility period shall be 21 consecutive calendar days beginning with the date of the earliest allowed competition in a sport. A student must be passing all classes at the end of this 15-day / 21-day period to become eligible again for participation. Another academic check will take place 15 days after the first academic check takes place into the quarter. The student must again be passing all his/her classes to remain eligible for the remaining time in this grading period. Eligibility is regained on the school day following the period of ineligibility.

If a student receives an incomplete (I) at the end of a marking period, that student will become ineligible for contests until the incomplete becomes a passing grade. A student must carry no less than three credits per semester.

#### **2. Middle School**

A middle school student becomes ineligible for participation if he/she receives one or more failing grades at the end of a two week grading period. The two week grading period will begin the first day of the sport season. The middle school secretaries will send out a grade check, and the teachers will respond via email and let the coaches know that day. The student must be passing all of his/her classes to remain eligible after the two week span.

A. Athletes will be expected to attend all practices and home events during this two week period.

B. Athletes and their parents are expected to check Skyward regularly to make sure all work is handed in promptly and completed successfully.

If a student receives an incomplete (I) at the end of a marking period, that student will become ineligible for contests until the incomplete becomes a passing grade.

### **C. Equipment**

Co-curricular participants are responsible for any uniforms and/or equipment issued to them. Each co-curricular participant is financially responsible for all lost, damaged (through negligence), or unreturned items issued by school officials in that student's name. Students will not be allowed to participate, practice, or compete in another sport/activity until he/she has returned or paid for all uniforms and equipment that was issued to them in a previous season.

#### **D. Transportation**

All students participating in co-curricular activities are expected to ride the bus to and from competitions. Students may ride home with a parent/guardian if the parent/guardian signs the travel release waiver confirming alternate transportation arrangements in writing. Students are NOT permitted to ride home with another student, sibling or any other person under the age of 18. Exceptions to these transportation procedures can be made upon administrative approval. **Under no circumstances are students to drive either their own or another person's vehicle to an event in which they are participating.**

#### **E. Changing Sports**

An athlete can quit or be cut from one sport and join another during the same sport season, with mutual agreement of both coaches and the athletic director.

#### **F. Squad Size Limitations**

Coaches will be allowed to cut squads if warranted and in coach's opinion if deemed necessary at the high school level. Coaches' decisions are final.

### **Training Rules and Regulations**

Note: All rules and regulations of this co-curricular code apply to middle school participation.

Freshman status begins with the start of summer break prior to a student's 9<sup>th</sup> grade school year.

**Consequences from middle school participation do not carry through to high school.**

All students shall observe the following training rules 12 months of the year.

<b>Non-Cumulative Violation</b>	<b>Offenses</b>	<b>Competitive</b>	<b>Non-Competitive</b>
ALAC Referral	Each Offense	Suspension from the day's scheduled contest/performance in which the student was sent to ALAC.	Suspension from the next scheduled activity. (For Musical/Play, suspension from the next scheduled rehearsal.)
Suspension (In-School/Out of School)	Each Offense	Suspension from all contests during the term of the suspension. If there are no contests/performances during the time of the suspension, the student will be suspended from the next contest/performance, during that season, upon return.	Suspension from all activities during the term of the suspension. If there are no activities during the time of the suspension, the student will be suspended from the next activity/rehearsal, during that season, upon return.
Unexcused Absence	Each Offense	Refer to attendance procedures.	Refer to attendance procedures.
Violation of Advisor/Coaches Expectations	Each Offense	Penalty to be decided upon by Advisor/Coach.	Penalty to be decided upon by Advisor/Coach.

Cumulative Violation	Offense	Competitive	Non-Competitive
<p>Drug/Alcohol/Inhalants/E-Cigarettes/Tobacco/Street Drugs/Drug Paraphernalia/Controlled or Performance Enhancing Substances</p> <p>↓</p> <p>Use/Possession/Buying/ Transmitting/ Selling Or Unlawful Conduct (any violation of statute, federal or state constitution, or established legal precedent) Or Theft/Vandalism Or Hazing</p> <p>(Exceptions may be made after consultation by the Principal and Activities Director)</p>	1st Offense	25% of the scheduled contests/performances for the season in which the violation took place (Rounded up). In addition, student may not receive any special awards or be nominated for all-conference teams.	Suspension from all activities for 25% of the scheduled season. In addition, students relinquish elected positions for remainder of school year (if summer, following school year).
	2nd Offense	100% of scheduled contests/performances for the season in which the violation took place.	100% of scheduled season in which violation took place.
	3rd Offense	One calendar year of scheduled contests/performances from the date in which the most recent violation took place. A condition of reinstatement requires student to meet with Board of Review.	One calendar year of scheduled contests/performances from the date in which the most recent violation took place. A condition of reinstatement requires student to meet with Board of Review.
	4th Offense	Banned from all co-curricular activities in the Wittenberg-Birnamwood School District indefinitely.	Banned from all co-curricular activities in the Wittenberg-Birnamwood School District indefinitely.
Note(s)	<ol style="list-style-type: none"> <li>1. All violations accumulate over the student's middle school career and then high school career. Consequences from middle school participation do not carry through to high school.</li> <li>2. Athletic violations, which occur during the WIAA tournament season, result in loss of eligibility for that entire tournament series.</li> <li>3. If the suspension is not completed when a season ends, the remainder of the suspension will be served during the next season in which the student participates. All consequences carry over into the next season. Violations that occur between seasons or during the summer will result in consequences beginning with the next season in which the student participates.</li> <li>4. If a participant quits at any time during a season or is removed from a sport/team by a coach for not following player expectations, they will be required to serve the entire suspension over in the next season they participate.</li> <li>4. Consequences for violations are applied to both competitive and non-competitive activities. One cannot be substituted for the other.</li> <li>5. Referral to school counselor or school personnel will occur under circumstances where a student's behavior (social or emotional) compromises his/her ability to be successful in the co-curricular activity.</li> </ol>		

## **Due Process:**

Due process recognizes the rights of the individual, since it outlines their recourse in the event he/she feels the wrong decision regarding guilt or innocence was made.

After a ruling of ineligibility resulting in a suspension from co-curricular activities has been made, a student and his/her parent(s)/guardian(s) may formally appeal the decision, in writing, to the Activities Director provided an appeal is received within ten school days from the first day ineligibility takes effect. The appeal can only challenge the guilt or innocence of the student, not the consequence.

The Activities Director, within three school days of receipt of such written appeal, shall formalize the ineligibility decision in writing, and send a letter to the parents and principal outlining specific details. Upon receipt of the appeal, the Principal shall establish a hearing before the Board of Review within five school days.

If the student or parent's is/are not satisfied with the decision of the first hearing, a second hearing may be requested before the Board of Education. The District Administrator must receive in writing, a request for such a second hearing before the Board of Education within fourteen (14) days of the mailing of the outcome of the Board of Review's decision. The hearing will take place in Executive Session at the School Board's next regularly scheduled meeting.

If the student and parents remain dissatisfied, they may appeal the decision, in writing, to the Executive Director of the WIAA within fourteen (14) days of the mailing of the outcome of the second hearing.

**Note: Students remain ineligible to participate in contests during the appeal process.**

## **Board of Review**

The Board of Review will consist of five members. The committee representatives will be established by the Principal. The membership will include: the Activities Director, three head coaches/advisors, and one non-coaching teacher. (Coaches/Advisors in the co-curricular activity the student is currently participating in may not sit on the Board of Review.)

If any member of the Board feels they need to be disqualified due to a conflict of interest, the Principal shall name a replacement.



**WITTENBERG-BIRNAMWOOD SCHOOL DISTRICT  
CO-CURRICULAR ACTIVITIES AGREEMENT  
OF PARENT (S)/GUARDIAN (S) AND STUDENT**



We, as parent(s)/guardian(s) and participant, have carefully read the Wittenberg-Birnamwood Co-Curricular Code and, by our signatures, agree to abide by the rules and regulations as stated.

We realize the consequences of co-curricular code violations are cumulative throughout the student's middle school and then high school career (Code rules and regulations start new in high school.) We further realize the District expects that, when a code violation occurs, the parent(s)/guardian(s) will work cooperatively by sharing information with school personnel.

The first signed co-curricular code will be kept on file. Each year, the code will be reaffirmed at the beginning of the school year.

Participant's Signature \_\_\_\_\_

Participant's Printed name \_\_\_\_\_

Date \_\_\_\_\_

Graduating Year \_\_\_\_\_

<b><u>Graduating Years</u></b>	
Senior – 2019	8 <sup>th</sup> grade – 2023
Junior – 2020	7 <sup>th</sup> grade – 2024
Sophomore – 2021	6 <sup>th</sup> grade – 2025
Freshmen – 2022	5 <sup>th</sup> grade -_2026

Parent's/Guardian's Signature \_\_\_\_\_

Parent's/Guardian's Printed name \_\_\_\_\_

Date \_\_\_\_\_

**THIS PAGE MUST BE RETURNED BEFORE YOU MAY  
PARTICIPATE IN ANY CO-CURRICULAR ACTIVITIES.**