

**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

**The following school sponsored activities are covered by the co-curricular activities code of conduct:**

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

## Athletic Participation Procedure

The student and parent(s)/guardian(s) must read and sign the information below and electronically submit the following documents **prior** to the first day of practice:

- A. WIAA Physical Examination Card or WIAA Alternate card
- B. Co-Curricular Activities Code (completed on-line)

- C. WIAA Rules of Eligibility form (completed on-line)
- D. Emergency Information (completed on-line)
- E. State Mandated Concussion Form - "Do you Know your ABC's" (completed on-line)
- F. Activities Fee (high school only)
- G. 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**

- 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.
- The student must be in one-half (four hours of school) day of attendance to be able to participate in practices on any given day.
- Any referral for a truancy citation will result in a student being suspended from the next contest following the referral.
- Exceptions to these requirements require administrative approval.

#### **B. Academic Eligibility**

A student becomes ineligible for participation if he/she receives one or more failing grades at the end of each grade check and grading period.

Grade Periods: Final 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> trimester reported grades

- Ineligibility applies to WIAA rules which shall be for a minimum of 15 consecutive school days and nights at the end of each grading period.
- When the earliest allowed WIAA game/meet/district event takes place before the first day of classes, the maximum ineligibility period shall be the lesser of a) 21 consecutive calendar days beginning with the date of the earliest allowed competition in a sport or b) one third of the maximum number of games/meets allowed in a sport (rounded up if one-third results in a fraction).
- 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 on the 15th consecutive school day after the first academic check takes place into the grading period.
- 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.

Grade Checks: Scheduled for the 1<sup>st</sup> day of every month with the exception of December 1st and March 1<sup>st</sup> (see above).

- Ineligibility applies through the 15<sup>th</sup> of each month, at which time, the student must be passing all classes in order to participate.
- Eligibility will be reinstated on the 16<sup>th</sup> day of the month if passing all classes. If students are not passing all classes on the 15<sup>th</sup>, ineligibility will remain until the next grade check.
- 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.
- Students must take the initiative to demonstrate to the athletic director or school administration that he/she is eligible.

If an athlete is declared academically ineligible, the athlete has 20 school days to regain eligibility, or the athlete will be dismissed from the team for the remainder of the season.

### **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 athletes participating in co-curricular activities are expected to ride the bus to and from competitions.
- Any athlete who is ineligible due to grades or misconduct may not miss any part of the school day to attend a sporting event.
- Athletes may ride home with a parent/guardian if the parent/guardian signs the travel release waiver confirming the alternate transportation arrangements.

- Students are NOT permitted to ride home with another student, school aged sibling or any other person who is not a family member. Aunts, uncles, non-school age siblings and grandparents of athletes may drive an athlete home from a contest with prior, written parent approval provided to the coach before boarding the bus to leave Wittenberg-Birnamwood.
- 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.

**G. Dual Sport Participation**

Dual sport participation at any level is not permitted beginning the 2024-2025 school year.

**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.

Non-Cumulative Violation	Offenses	Consequence
In-School Suspension	Each Offense	Suspension from all contests/performances during the term of the suspension.

		Note - If suspendable infraction occurs prior to the date of suspension, the student will not be eligible to participate in any contests until full suspension is served.
Out of School Suspension	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.  Note - If suspendable infraction occurs prior to the date of suspension, the student will not be eligible to participate in any contests until full suspension is served.
Violation of Advisor/Coaches/Administrator Expectations	Each Offense	Penalty to be decided upon by Advisor/Coach/Administrator.

Cumulative Violation	Offenses	Competitive
Drug/Alcohol/Inhalants/E-Cigarettes/Vapes/Tobacco/Street Drugs/CBD Products/DrugParaphernalia/Controlled or Performance Enhancing Substances  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	1st Offense	25% of the scheduled contests/performances/activities for the season in which the violation took place (Rounded up). The student may not receive any special awards or be nominated for all-conference teams for the season in which the violation takes place. Special awards include team voted awards.
	2nd Offense	100% of scheduled contests/performances for the season in which the violation took place.

(Exceptions may be made after consultation by the Principal and Activities Director)	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 students to meet with the Board of Review.
	4th Offense	Banned from all co-curricular activities in the Wittenberg-Birnamwood School District indefinitely.
Notes		<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>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> <li>6. Any student who is ineligible due to grades or misconduct may not miss any part of the school day to attend a sporting event.</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 Athletic 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 Athletic 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 the 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 Athletic 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.

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.

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