

FOND DU LAC SCHOOL DISTRICT
Fond du Lac, Wisconsin

FOND DU LAC HIGH SCHOOL CO-CURRICULAR CODE



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FOND DU LAC CO-CURRICULAR CODE (MIDDLE SCHOOL/HIGH SCHOOL)

I. PHILOSOPHY

The Fond du Lac School District sponsors co-curricular activities to provide students with additional opportunities for personal growth, self-discipline, skill development, cooperation with others, creativity, and fun. Although the co-curricular program is a valuable part of the total educational experience, participation in co-curricular programs is a privilege, and not a right. As such, all participants must abide by all rules and responsibilities which apply to each co-curricular program in order to continue participation in these activities.

As a privilege, participation in co-curricular activities carries additional responsibilities and expectations for students. To be a credit to self, family, school and community, a student is expected to display high standards of behavior, exemplify good sportsmanship, and show respect to self and others. Parents, coaches, and staff have a responsibility in supporting and ensuring the rules and standards of the co-curricular program are followed.

It is recognized that personal problems can interfere with the health and well-being of students and their ability to participate in co-curricular activities. This code therefore includes provisions for support, intervention, and referral in order to help students achieve their full potential.

Coaches and advisors have a responsibility to provide instruction, guidelines, expectations, and practice times; to encourage improvement; to fully communicate with the athlete and student on status within the team or activity; and to provide team play and good sportsmanship. When an injury occurs, the coaching and training staff will attempt to contact a parent.

II. DEFINITION OF CO-CURRICULAR ACTIVITIES

Co-curricular activities include any school-related organized activity that is offered outside of academic class requirements. Co-curricular activities for grades 6 to 12 are divided into four distinct categories. School District policies and school rules govern all student activities. In addition, each category has unique rules and expectations, which regulate participation. Co-curricular activities are designated into four categories:

- Category 1 - Leadership and Honors
- Category 2 - Athletics
- Category 3 - Competitive Activities
- Category 4 - Music/Performing Arts Activities

III. CATEGORIES 1, 2 and 3 ACTIVITIES

Category 1 - Leadership and Honors

This category includes those activities that have their membership representatives elected or appointed to leadership and public recognition. There will be an application or nomination process established by the building administration for these activities. Students in this category are expected to be representative of the values, expectations, and ideas espoused by the school.

Students participating in Category 1 activities will be expected to comply with the academic rules, attendance rules, and social behavior and conduct rules listed as part of the co-curricular code. In order to be eligible to participate, students must be in good standing, exhibit proper school behavior, and have no school violations. Students who violate stated rules are subject to removal from the activity as deemed appropriate by the activity advisor and/or the building administration. All eligibility determinations will be made by the advisor and/or the building administration. Activities included under Category 1, but not limited to the following listing, are:

Badger Boys	Badger Girls	Class Officers
Cardinal Community Mentors (Ignition)		National Honor Societies
Student Council Officers		

Category 2 - Athletics

Interscholastic athletics are governed by the Fond du Lac School District Co-Curricular Code and the Wisconsin Interscholastic Athletic Association (WIAA). Activities included under Category 2, but not limited to the following listing, are:

Boy's Baseball	Boy's Basketball	Boy's Cross Country
Football	Boy's Golf	Boy's Hockey
Boy's Soccer	Boy's Swimming & Dive	Boys Tennis
Boy's Track	Boy's Volleyball	Wrestling
Girl's Basketball	Cheerleading	Girl's Cross Country
Dance	Girl's Golf	Girl's Hockey
Girl's Soccer	Softball	Girl's Swimming & Dive
Girl's Tennis	Girl's Track	Girl's Volleyball

Category 3 - Competitive Activities

Activities that are competitive in nature and/or require tryouts are governed by the same code requirements as interscholastic athletics. Activities included under Category 3, but not limited to the following listing, are:

Bowling Club	Cardinal Singers	
Fall Musical	FBLA	DECA
Ski Club	Mr. Fond du Lac	SWAT
Jazz Ensemble	Math Team	Skills USA
V-Jam Singers	Winter/Spring Play	
Marching Band		Student Council Members
Trap Shooting Club	Rock Climbing Team	Forensics
Cardinal's Nest		

A. Eligibility Rules: Category 1, 2 and 3 Activities

1. Academic Eligibility - Grades 9 -12

- a. Academic eligibility shall be based on the cumulative grade reported in week nine and eighteen of each academic semester.
- b. A student participating in a Category 1, 2, or 3 activity must earn passing grades (D- or higher) in all courses in which they are enrolled.
- c. Ineligibility shall be for a period of fifteen (15) school days. The fifteen (15) school days will begin the day the grades have been distributed. The student may be able to participate after the 15th school day provided they regain eligibility based on attaining the above criteria.
- d. The period of ineligibility shall be adjusted for Category 1, 2, and 3 activities, which begin competition/activity before the opening day of school. The period of time will be a minimum of three (3) weeks (21 calendar days) from the date of the first contest.
- e. A student participating in a Category 1, 2, or 3 activity is required to attend meetings/practices during a period of academic ineligibility.
- f. A student may erase ineligibility status following the last grading period of the school year through the summer school courses at the same or some other school provided the course made up is equivalent to the one that caused ineligibility.
- g. A student who is making satisfactory progress and accesses services through an Individual Education Plan (IEP) or alternative school may be exempt from the above criteria.

h. Any student who becomes a two-year senior (Grade 12) will not be granted eligibility in or beyond the second year in which they are a senior.

I. Grades will be checked when the grading window has closed.

2. Regaining Eligibility - Grades 9-12

a. Grades will be rechecked after 15 school days during the school year (after each quarter), and after 21 days from the first contest in Fall season before the school year begins.

b. A student regains eligibility immediately if “incomplete assignments”, due to illness, are made up within two (2) weeks after the grade reporting period.

3. Social Eligibility

a. Participants in all co-curricular programs will be responsible for maintaining a high level of social and behavioral acceptability at all times. All students shall refrain from willful, persistent, and disruptive behavior.

b. The coach/advisor shall define the consequences for poor student conduct in writing prior to the start of the season that are in addition to the Fond du Lac Co-Curricular Code. Consequences may include suspension from participation. These consequences must be approved by the building administration and kept on file with the athletic director.

c. All participants are required to attend practice (when applicable) during social ineligibility.

d. Student/Athletes must be in attendance of all classes during the school day to participate in practice or any contests that day.

- Any anticipated absence from the school day must be cleared by an Administrator or the the Athletic Director
- Excused absences may include:
 - Doctor’s appointments
 - Funerals
 - Field Trips
 - Etc...
- A student who is assigned to in-school suspension or is serving an out-of-school suspension may not participate

in any practices or contests on days or portions of days of scheduled contests.

- Chronic absences, as determined by the coach, will result in dismissal from the team.

Students suspended Friday and Monday will result in no Saturday competition. Students may practice the day the suspension ends.

- e. Socially Eligibility violations will include, but will not be limited to, the following:
- 1) Use, possession, remaining in the presence of others who are illegally using or possessing such items, or buying of controlled substances or street drugs.
 - 2) Use of banned substances according to WIAA policy performance enhancement pamphlet and creatine.
 - 3) Use, possession, remaining in the presence of others who are illegally using or possessing such items, or buying alcoholic beverages.
 - 4) Possession or use of drug paraphernalia.
 - 5) Remaining present at events/parties or situations where alcohol, tobacco related, or other illegal/controlled substances are being illegally consumed or possessed. This does not include social gatherings such as weddings/family/work events.
 - 6) Presence in a bar or tavern that may result in a citation or arrest by law enforcement.
 - 7) Use, possession, remaining in the presence of others who are illegally using or possessing such items, or buying of tobacco in any form. This also pertains to e-cigarettes, supplies, paraphernalia, and solutions.
 - 8) Abusive actions/language or willful insubordination of teacher/admin/coach/advisor.
 - 9) Violations of criminal state statutes, i.e. assault, weapon charges, burglary, etc.

- 10) Acts of bullying of any kind, harassment or discrimination on the basis of sex (including gender status, change of sex, or gender identity), race, color, national origin, religion, creed, ancestry, marital or parental status, sexual orientation or physical, mental, emotional or learning disability, or any other characteristic protected by Federal or State Civil Rights laws.
- 11) Acts that are determined to be vandalism of school property.
- 12) Illegal or inappropriate use of the internet, personal cell phones, or other digital devices both on and off campus.
- 13) A criminal offense or violation of an ordinance having a statutory counterpart (i.e. a citation for underage drinking in another community would have a statutory counterpart in Fond du Lac).
- 14) Hosting a party - Any person who has a gathering at their home/property where alcohol, tobacco, or drugs are permitted by such a person to be used will be given a penalty at the next level above the level they would normally be suspended.

Note: A student violating this area of the code of conduct may not use the self-referral option.

- 15) Distributing alcohol/tobacco/drugs - Any person who distributes alcohol, tobacco, or drugs to another person(s) will be given a penalty at the next level above the level they would normally be suspended.

Note: A student who supplies alcohol, tobacco, or drugs to another person(s) may not use the self-referral option.

- 16) Flagrant or unsportsmanlike conduct and/or assault on an official: Any participant who spits on, strikes, slaps, kicks, pushes or intentionally and aggressively physically contacts an official at any time, shall be immediately ineligible for competition a minimum of 90 calendar days from the date of the confrontation. In addition, the player is ineligible to compete for the first 25% of the next season in that same sport.
- 17) Academic Dishonesty

School administrators and/or designee and the athletic director will address instances of misconduct after consideration of the facts and circumstances.

B. Code of Conduct:

1. Investigation of Violations and Notification Process

- a. Reported violations must be done in writing. No anonymous reports will be considered.
- b. The school administrator or athletic director or designee will inform the student of the violation, allow the student to give his/her side of the story, and make a determination as to whether the co-curricular code was violated.
- c. During the investigation an student that is misleading, dishonest, or untruthful during disclosure may be given a penalty at the next level above the level they would normally be suspended.
- d. Students will meet with the athletic director, high school administrator or designee for the investigative process.

Note: Athletic director will handle all code violations pertaining to athletics.

C. Discipline for Code Violations: (This section of the code assumes that an investigation has taken place and that the code has been violated.)

Discipline for code violations is cumulative over the course of the student's high school career. The student's violation record is not cleared at the start of each new school year, and the step process does not start over on an annual basis.

1. Violations of Academic Eligibility will be followed as outlined previously in Section A. 1.
2. Violations of Social Eligibility and Athletic Eligibility will be addressed as follows:
Category 1 Activity:

- a. 1st Offense - Suspension as follows:

The student will not be allowed to hold office or apply for areas listed under Category 1 during that school year. If violation occurs during the summer, violations will be applied to the upcoming school year.

Category 2 and 3 Activities:

<u>Violation</u>	<u>Consequence</u>	<u>Consequence with Self Referral</u>	<u>Consequence with Restorative Practice</u>
1st Violation	25% Of WIAA Contests	15% Of WIAA Contests	15% plus community service and/or restorative practice assigned by Administration (10 hours)
2nd Violation	50% Of WIAA Contests	33% Of WIAA Contests	33% plus community service and/or restorative practice assigned by Administration (20 hours)
3rd Violation	1 Calendar Year		
4th Violation	Remainder of H.S. Career		

a. 1st Offense - Suspension as follows:

- 1) The student will miss the next 25% of contests/events for that season or the next activity the student participates in, with a minimum of one missed contest/event. If a season is completed before the entire suspension is served, the suspension will be extended into another season or year until served. Percentage of individual contests/events will be rounded up or down. (.5 or more equals one missed event.)
- 2) Students who voluntarily disclose their violation of the co-curricular code to the athletic director or another building administrator will receive consideration for reduction in the length of suspension from activities. Voluntary disclosure does not apply if school personnel observed the violation. Also, voluntary disclosure must be made prior to any questioning by an administrator.

- 3) Voluntary disclosure by the student on the first offense will result in consideration of the student's violation being reduced to less than 25% (most common reduction is 15%) of the contests/events and may be required to participate in an approved counseling program. Voluntary disclosure requires the student to report the violation by the start of the next school day or regular scheduled practice/event whichever comes first (this includes practices/events held during a scheduled school vacation such as holiday breaks, spring break, etc.) Voluntary disclosure by the student for a code violation during the summer vacation period must be reported the morning of the next weekday. Violations that occur on the weekend (Friday, Saturday, Sunday) must be reported by the morning of the following Monday.

Note: During suspension, the student is required to practice and travel with the team but not suit up. Scrimmages are not included in scheduled contests. Voluntary disclosure can only be used one time in a student's career and can only be used during the first or second offense.

b. 2nd Offense - Suspension as follows:

- 1) The student will miss the 50% of a full season of competition. If a season is completed before the entire suspension is served, the suspension will be extended into another season or year until served.
- 2) Voluntary disclosure as outlined above the student will miss 25% of the contests/events for that season or next activity the student participates in.

Note: During suspension, the athlete is required to practice and travel with the team but not suit up. Scrimmages are not included in scheduled contests. Voluntary disclosure can only be used one time in a student's career and can only be used during the first or second offense.

c. 3rd Offense - Suspension as follows:

- 1) The student will miss participation in all co-curricular

activities for one calendar year from the time of the offense.

d. 4th Offense - Suspension as follows:

- 1) The student loses the privilege to participate in all co-curricular activities during the remainder of his/her academic career in the district.
3. Severity Clause: A student arrested and/or charged for a violation(s) of Wisconsin criminal statutes as determined serious enough by the superintendent, athletic director, and principal shall lose co-curricular eligibility for the remainder of his/her academic career. The student is eligible to re-apply for reinstatement after one (1) calendar year through this code's appeal process if he/she has completed 100 hours of school approved service. The severity clause supersedes step offenses 1-3 and goes to step 4 of the violations listed above stating: The participant will lose co-curricular eligibility for the remainder of his/her high school career and the Board of Education will be notified.
4. Ineligibility for Special Awards: Participants who violate the code of conduct will be ineligible for any special awards during the season of participation as well as any season in which the suspension is served. No student with a code of conduct violation may be nominated for any special end of season award. This shall include, but not be limited to, MVP, MIP, Coaches' Award, Captain, All-Conference, All-Area, All-State awards.
5. Carry-over Policy for Category 2 and 3 Activities: If a student is suspended from a sport/activity and the season ends before the term of the suspension is completely served, the remaining suspension will be enforced in the next season in which the student participates. The student must complete the current and next sport season for the suspension to be fulfilled.

D. Penalties for Code of Conduct Violations with Self-Referral:

1. Self-Referral - If a student presents himself/herself to the athletic director or high school administration as a person who has violated the code of conduct in the areas of using alcohol, tobacco, drugs, performance enhancing substances, or vandalism, that student could possibly have his/her penalty reduced if deemed appropriate

by the athletic director, advisor, or school administration. For this to occur, the student must self-admit no later than the first school day after the violation has occurred and the information cannot already have been shared with the administration from another source. Voluntary disclosure by the student during the summer vacation period must be reported the morning of the next weekday.

E. Student Appeal Procedure:

1. Students may appeal the suspension for violation of the co-curricular code. They will remain suspended during the time of the appeal process. The following steps will be taken:
 - a. To appeal, the parent must contact the athletic director and/or administrator of the school attended in writing within seven (7) days of written notification of the suspension.
 - b. The athletic director or advisor will arrange a meeting with the student, a parent or guardian, and high school principal within seven (7) days of receipt of the written appeal.
Note: Athletic Director will handle all athletic code violations.
 - c. After meeting with the parties, the building principal and/or designee will render a decision affirming, modifying, or overruling the suspension.
 - d. The building principal's decision will be sent in writing within seven (7) school days after the meeting.
 - e. Should the student and/or his/her parent(s) or guardian(s) disagree with that decision, they may appeal in writing within seven (7) days to the school district superintendent.
 - f. The superintendent appeal shall follow the same criteria as with the principal. If satisfaction is still not reached, then the same procedure will apply requesting a meeting with the Board of Education. The Board's decision is final.

IV. **CATEGORY 4 - MUSIC/PERFORMING ARTS ACTIVITIES**

This activity area is governed by the relationship of classroom enrollment to the requirements for performance as an aspect of grading by the instructor. Behaviors under this category remain under the direction of the building principal and the supervision of the individual classroom instructor. All students participating in the respective activities will adhere to school board policies, school rules and

regulations, and classroom expectations. Activities included under Category 4, but not limited to the following listing, are:

Pep Band
Band

StageCraft (Tech Workers)
Orchestra

Choir

A. Attendance Requirements:

- Student/Athletes must be in attendance of all classes during the school day to participate in practice or any contests that day.
- Any anticipated absence from the school day must be cleared by an Administrator or the the Athletic Director
 - Excused absences may include:
 - Doctor's appointments
 - Funerals
 - Field Trips
 - Etc...
- A student who is assigned to in-school suspension or is serving an out-of-school suspension may not participate in any practices or contests on days or portions of days of scheduled contests.
- Chronic absences, as determined by the coach, will result in dismissal from the team.

Students suspended Friday and Monday will result in no Saturday competition. Students may practice the day the suspension ends.

B. Required Paperwork to Compete

1. Fond du Lac High School Co-Curricular Code Documents
2. WIAA Physical Paperwork (Every 2 years)
3. WIAA Rules of Eligibility
4. Concussion & Sudden Cardiac Arrest Paperwork
5. Emergency Contact Form

APPENDIX A

FOND DU LAC SCHOOL DISTRICT Fond du Lac, Wisconsin

IMPORTANT POINTS TO REMEMBER ABOUT THE CODE

1. Emergency information cards are to be filled out. These may carry over from activity coach/advisor. Each activity season coach/advisor must have one.
2. In addition to bullying of any kind, harassment or discrimination on the basis of sex (including gender status, change of sex, or gender identity), race, color, national origin, religion, creed, ancestry, marital or parental status, sexual orientation or physical, mental, emotional or learning disability, or any other characteristic protected by Federal or State Civil Rights laws.
 - a. *Please see Board Policies:*
 - i. *2260 - Nondiscrimination and Access to Equal Educational Opportunity*
 - ii. *2266 - Nondiscrimination on the Basis of Sex in Education Programs or Activities*
 - iii. *5517 - Student Anti-Harassment*
 - b. Please contact Fond du Lac School District Compliance Officers, Laurice Snyder, 920-906-6572, and/or Michael Gerlach, 920-906-6540 for assistance in these matters.
3. This code goes into effect when the student begins participation in grade 9 or after and continues throughout his/her student career.
4. The Co-Curricular Code is in effect year round.
5. A student and parent must attend a code meeting one time per year at the beginning of the school year. They are to sign the Agreement of Parents and Student and the Release of Liability forms and turn them into the Principal's/Athletic Office.
6. Reported violations must be done in writing. No anonymous reports will be considered.
7. The administrator or designee will inform the student of the violation, allow the student to give his/her side of the story, and make a determination as to whether the Co-Curricular Code was violated.
8. Violations between seasons/activities will be applied to the next contest/activity in the upcoming season/activity for that student.
9. Scrimmages/dress rehearsals are not included in scheduled contests/activities noted in the Code.
10. During suspension, the student is required to practice with the activity, but cannot participate in a performance if it is outside the school day.
11. The student must complete/participate the entire season for the suspension to be recognized.
12. The suspension will carry over to the next activity/sport season of participation.

APPENDIX B

FOND DU LAC SCHOOL DISTRICT

Fond du Lac, Wisconsin

AGREEMENT OF PARENTS AND STUDENT

We, the undersigned parents/guardians and student, confirm that:

1. We have carefully read the Fond du Lac School District Co-Curricular Code;
2. We understand the rules and regulations for each of the four Co-Curricular Code categories which include:

Category 1 - Leadership and Honors

Category 2 - Athletics

Category 3 - Competitive Activities

Category 4 - Music/Performing Arts Activities

3. We have been given an opportunity to seek clarification of any questions;
4. We are participating in school district co-curricular programs of our own choice and at our own risk with full recognition that participation carries the risk of bodily injury;
5. The school district provides no insurance covering personal injury or property damage arising out of an athlete's participation.

Date_____ Student_____

Date_____ Parent/Guardian_____

Date_____ Parent/Guardian_____

Graduation Date_____

APPENDIX C

FOND DU LAC SCHOOL DISTRICT

Fond du Lac, Wisconsin

RELEASE OF LIABILITY

For good and valuable consideration, including the use of the school district's facilities and equipment, the undersigned hereby agree to release the school district, its officers, employees, and agents from and against any and all claims, costs, liabilities, and attorneys' fees arising out of or in connection with participation in the school districts' co-curricular program (including, but not limited to, bodily injury, death, and property damage).

I HAVE CAREFULLY READ THIS RELEASE OF LIABILITY. I FULLY UNDERSTAND ITS CONTENTS AND SIGNED IT OF MY OWN FREE WILL.

Date_____

Student_____

Date_____

Parent/Guardian_____

Date_____

Parent/Guardian_____