

Waunakee Community High School Co-Curricular Handbook

Statement of Philosophy

Co-curricular activities are an integral and valuable part of a student's high school experience, and Waunakee High School is committed to sponsoring a wide variety of such activities. Waunakee High School recognizes that participation in a co-curricular activity is a privilege offered to its students. While difficult to measure, the educational value of co-curricular participation is extensive. Students not only develop physical, mental, and social skills, but also positive values and attitudes that they will take with them into their adult life.

All organized activities in life – be they work, play, or school-related – place expectations upon participants. This handbook details these expectations as they pertain to all co-curricular participation at Waunakee High School. Participation in activities is a privilege earned, in part, by accepting and following the regulations contained in this co-curricular handbook.

The primary enforcement and responsibility of this code rests not only with the students, as they should be self-disciplined, but also with their parents/guardians. This policy will be enforced all twelve months of the year.

Definition of Co-Curricular Activities

Co-curricular activities at Waunakee High School are defined as those activities in which students serve, perform, or compete as representatives of Waunakee High School. All students who participate in the various categories of activities or any additions are required to abide by this co-curricular handbook.

The Goals of Co-Curricular Programs

Mere participation in co-curricular programs does not guarantee the following goals will be achieved. Students must participate in a manner so as to make the activity a beneficial influence in their lives. What the participant realizes from the activity depends on the positive effort he/she puts into it.

- To teach attitudes of responsibility and cooperation and to help students realize that participation in co-curricular activities is a privilege with accompanying responsibilities.
- To provide activities for learning self-discipline, loyalty, team play, personal pride, pride in the organization, respect for the rights of others, and the will to be successful.
- To provide the opportunity and to encourage all students to participate in order to meet the healthy need for competition, which is a basic American tradition.

- To encourage all students who participate in co-curricular activities to reach new potential(s).
- To provide a “whole school;” interest and activity for all students to rally around thereby developing school spirit and commitment.
- To place the unit, team, squad, class, and school above personal desires.

Responsibilities of Co-Curricular Participants

- All students desiring to participate in school sponsored co-curricular programs must be willing to assume the following responsibilities:
- Be a credit to yourself, your parents, your school and community.
- Respect the rules of competition.
- Display respect to those in authority, including coaches, directors, teachers and officials.
- Display a strong spirit of cooperation and sportsmanship.
- Use language that is not offensive to others.
- All members of co-curricular groups are expected to display high standards of social behavior, (IE: Lawful Behavior), outstanding sportsmanship and proper respect for those in authority in school and within the community as a participant or spectator.
- All members of the co-curricular squads shall be neatly dressed and well-groomed as directed by their coach/director while representing Waunakee High School at events.
- Student athletes have a responsibility to be role models to other students and younger children.

Purpose of the Handbook

The purpose of this handbook is to acquaint students and parents of students in co-curricular programs at Waunakee High School with the regulations and procedures of the WIAA and the Waunakee Community School District. It is very important that both the student and parent/guardian read and understand this handbook before signing the student pledge and parent/guardian permission section of the handbook.

Discrimination

No person (meaning K-12 student) may be denied the benefits of or be discriminated against in any curricular, extracurricular, pupil services, recreational, or other program or activity because of the person’s sex, race, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional, or learning disability. Please see contact information above located under ADA Accommodations.

Statement of Non-Discrimination

The Waunakee Community School District is committed to a policy of non-discrimination on the basis of age, race, creed, color, handicap, marital status, sex, national origin, ancestry, arrest record, conviction record, membership in the national guard, state defense force or any reserve component of the military forces of the United States or this state or nonuse of lawful products off the employer's premises during non-working hours or any other factor provided for by state and federal laws and regulations. This policy will prevail in all matters concerning staff, students, the public, educational programs and services and individuals with whom the Board does business. In keeping with state and federal law, the Waunakee Community School District shall strive to remove any vestige of discrimination in employment, assignment and promotion of personnel; in educational opportunities and services offered students, in their assignment to schools and classes and in their discipline; in the location and use of facilities; and, in educational offerings and materials. WCSD has designated Chris Mand, Director of Student Services and Brian Grabarski, Director of Human Resources as Title IX Coordinators for the District. Staff related concerns should be directed to Brian Grabarski, Director of Human Resources. Student related concerns should be directed to Chris Mand, Director of Student Services. Please see contact information above located under ADA Accommodations.

Categories of Participation

There are three categories for co-curricular participation: A, B, & C. Each category is outlined below. The various sections identified under each category outline specific expectations for each category and are described in detail after this listing.

Category A - Competes

Follows Sections 1, 2, 3, 4 of the Co-Curricular Code

All WIAA Athletics, Dance, Equestrian, Cheer, Lacrosse, Mountain Bike, Ski, Snowboard, Forensics, One-Act, Musical, & School Play

Category B - Performs

Follows Sections 1, 2, 3 of the Co-Curricular Code

Jazz Ensemble/Combo, Pep Band, Special Music Groups, A Capella Singers, Fiddle Band, Chamber Orchestra, Vocal Jazz, Madrigal, Solo-Ensemble, Men's Choir, Math Team, Mock Trial, & NACL

Category C - Service
Follows Sections 1 & 2 of the Co-Curricular Code

Above the Influence (ATI) Art Club Aviation Club Badminton Club Black Student Union (BSU) Bowling Club Chess Club Chinese Club Class Officers Computer Science Club Debate Team DECA Drama Club/Thespians Dreamers/Soñadores ECO (Environmentally Compassionate Organization) FFA Organization (FFA) Family, Career, and Community Leaders of America (FCCLA) Fellowship of Christian Athletes (FCA) Fishing Club Forensics French Club Friends of Schmidt's Woods Future Business Leaders of America (FBLA) Future Problem Solvers (FPS) Genders and Sexualities Alliance (GSA) Global Dance and Fitness GROW (formerly Garden of Dreams) HOSA Future Health Professionals: Insight into Science, Engineering, and Medical Professions: Justice League Knitting Klub	Law Club Leo Club Manga and Anime Club Math Team Mindfulness Club Mock Trial Model UN Mountain Biking Team National Alliance on Mental Illness (NAMI): National Art Honor Society (NAHS) National Honor Society (NHS) Non-Athletic Competition League (NACL or "Salt") Pay It Forward (PIF) Poetry Club Principal's Council Purple Sage Relay for Life Science Club Science Olympiad Sheepshead Club SkillsUSA Organization Spanish Club Spanish Honor Society (Sociedad Honoraria Hispánica) Student Book Club Student Council Students Modeling A Research Topic (SMART): Table Tennis Club Thespian Troupe Wisconsin Civics Games Yearbook Yosemite National Park Trip Young Conservatives Yoga and Meditation Young Progressive
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Co-Curricular Fees

Paid by participants in Category A only. These fees are paid when completing the activity selection process on Infinite Campus for each sport/activity in which a student participates. \$75/Activity with a maximum of \$225 per student. Football will have an additional \$35 equipment fee. No refunds will be provided after fees are paid. Refunds will only be provided if a student has been cut during the tryout process. Refunds will be placed in the student's lunch account or a request for a refund can be made to the athletic office.

Note: Students eligible for free/reduced priced meals are not charged any school district fees.

Insurance

Our school provides accident coverage for all students. Only accidents that occur in school sponsored and supervised activities EXCLUDING participants in interscholastic sports are covered. A voluntary, parent paid insurance program is available that INCLUDES participants in interscholastic sports. If interested, please contact the WCSD Athletic Office at (608) 849-2103.

Co-Curricular Expectations

Section 1 – School Behavior Applies to ALL Categories (A, B, C)

Student participants are expected to meet the expectation for school behavior described in the Waunakee High School Student Handbook and Board of Education Policies.

All students suspended out of school during a season of activity will be ineligible to participate in practices, performances, competitions, or activities during the period of suspension. In addition, if the student does not miss a game, performance, event or activity during the suspension the student will miss the next scheduled competition, performance, event or activity.

Out of school suspensions that end on Friday, the student will be eligible to play on Saturday. If the out of school suspension is carried over until Monday, the student will be ineligible to participate on Saturday.

Participants are urged to do their best in the classroom. Strive to get the highest grades possible and display a common service attitude in their conduct throughout the school and community.

Section 2 – Attendance (School, Practices, and Events) Applies to ALL Categories (A, B, C)

When Waunakee Schools are closed due to inclement weather or other emergency, all co-curricular practices and contests are also canceled or postponed to a later date. Saturday events will be determined by the Principal, Activities Director and the Transportation Supervisor with input from the other school(s) involved.

All practice sessions will be made on time unless there is some valid reasonable excuse for missing. For unexcused absences disciplinary action will be administered by the coach/director. Students who need academic help after school WILL NOT be penalized if they contact the coach beforehand or present a pass from the instructor when arriving late to practice.

In order to practice or participate, a participant must be in attendance at school by 11:55 am. If a participant cannot be in school for reasons other than illness, the absence must be pre-planned and approved by the principal, activities director, or assistant principal for the participant to practice or participate that day. We ask the cooperation of parents to see that students miss as little as possible.

Seniors with 18 year old sign-out privileges must be in attendance at school by 11:55 am to practice or participate in a game, match or meet.

There will be no practices held at the high school on Wednesdays after 6:30pm. Special practice needs shall be given consideration by the Activities Director and/or Superintendent.

No practice will be started or held without a qualified coach/director being present. No school facilities and/or equipment will be used by group members without a coach/director being present.

SKIPPING A CLASS, STUDY HALL OR SCHOOL DURING A SEASON OF ACTIVITY WILL CAUSE THE STUDENT/ATHLETE TO MISS THE NEXT SCHEDULED CO-CURRICULAR EVENT (ONE CONTEST) THAT HE/SHE WOULD PARTICIPATE IN

Travel to/from events – each student must ride and return from practices, contests, performances, events with their team/group unless proper arrangements are made before leaving on the trip. The arrangements are as follows:

- Completion of the WCSD Student Transportation Agreement must be given to the principal/activities director prior to each date/event. (no other notes, phone calls or emails will be accepted)
- A copy of the WCSD Student Transportation Agreement is available on the Co-curricular website
- Permission from the principal/activities director must be given to the coach/director.
- The parents must pick up the student in the presence of the coach/director.

WIAA Rules for Residency

In addition to the attendance expectations listed above, for WIAA Sanctioned activities, a student-athlete is eligible for interscholastic competition at a member school if he/she is carried on the attendance rolls as a duly enrolled full-time Grade 9, 10, 11 or 12 student in that member school. (Subject to satisfying all other eligibility requirements.) Note: a full-time student is further defined as one where the member school is responsible for programming 100% of the students' school day. The student is eligible for like or similar awards, privileges and services as all the other students and meets all obligations and responsibilities as other students, without exception.

A student must complete eligibility in the four consecutive years starting with Grade 9 and the three consecutive years starting with Grade 10, unless there are documented extenuating circumstances and a waiver has been provided.

A student is ineligible if he/she has graduated from a school offering studies through Grade 12 or its equivalent.

A student who graduated in May or June retains eligibility for (a) any portion of a spring athletic schedule not completed by the end of the academic year and (b) the school's summer athletic schedule.

A student is ineligible if he/she has not been enrolled in some school by the 17th day of a semester or trimester, except upon request of a school in special cases involving sickness, accident, military service, social services assignment, e.g.

A student-athlete may not participate in school sports in more than four different years, and a student-athlete may not participate in the same sport more than one season each school year.

Determining Residency for Public School Students

A full-time student, whether an adult or not, is eligible for varsity interscholastic competition only at the school within whose attendance boundaries his/her parents reside, within a given school district, with these additional provisions:

Board of Education approved full-time student(s), paying their own tuition and residing full time with parents in their primary residence shall be afforded eligibility. Transfer students are subject to provisions outlined in the transfers section of this document and in the Senior High Handbook.

The residence of a student's guardians shall determine eligibility in cases where both parents of a student are deceased. The execution of guardianship papers in situations where one or both parents are living does not by itself make a student eligible.

In the event of a divorce or legal separation, whether pending or final, a student's residence at the beginning of the school year shall determine eligibility, except in situations involving transfer after the fourth consecutive semester following entry into grade 9. For the purpose of this rule, attendance at one day of school and/or attendance at one athletic practice shall determine 'beginning of school year.' Under this rule, a student who transfers after the beginning of the school year shall be ineligible at the new school unless approval is granted by the Board of Control in accordance with the transfer and/or waiver provisions as described in the WIAA HS Handbook.

A student whose tuition is paid by the school within whose attendance boundaries parents reside or by the state and is enrolled in a district approved program may be eligible at either school (first priority to school of residence) but (a) may not participate at both schools in the same year and (b) academic ineligibility accompanies student upon transfer. Transfer restrictions may also apply.

A student whose tuition is paid by the school within whose attendance boundaries parents reside or by the state or who is participating full time in a legislated open enrollment option must meet all statutory timeline requirements. This provision extends the opportunity to decline attendance at the new school and continue at his/her school of residence. If the student begins the school year at the new school and then transfers back to school of residence after attending one or more days of

school or one or more athletic practices, he/she shall be subject to transfer provisions as outlined in the transfer Section of this document.

A student may continue being eligible in the same school even though parent(s) and/or student move from within that school's attendance boundaries, provided enrollment is continuous (unbroken in that school).

After a student-athlete has not participated and/or has had their eligibility restricted for one calendar year due to reasons relating to residence and/or transfer, he/she becomes eligible.

A student-athlete will not be eligible if his/her attendance at a particular school resulted from undue influence (special consideration because of athletic ability) on the part of any person.

A student-athlete who has been declared ineligible at a school for disciplinary reasons, academic reasons or due to another State Association's provision retains that ineligibility status if he/she transfers to another school.

Except in situations involving transfer after a student's fourth consecutive semester, a full-time student whose residence in a given district and attendance at a member school does not conform with any of the provisions outlined above shall be eligible for non-varsity competition only, for one calendar year, unless a waiver is provided as outlined in the WIAA HS Handbook under Waivers. Transfer students are subject to transfer provisions as outlined in the transfer section of this document and in the Senior High Handbook.

Determining Residency for Nonpublic School Students

A full-time student, whether an adult or not, is eligible for varsity interscholastic competition only if the student is residing full time with parents in their primary residence with these additional provisions:

In the event of a divorce or legal separation, whether pending or final, a student's residence at the beginning of the school year shall determine eligibility except in situations involving transfer after a student's fourth consecutive semester. For the purpose of this rule, attendance at one day of school and/or attendance at one athletic practice shall determine 'beginning of school year'. Under this rule, a student who transfers after the beginning of the school year shall be ineligible at the new school unless approval is granted by the Board of Control in accordance with the waiver provisions as described in the WIAA HS Handbook under Waivers. Transfer restrictions may also apply.

Residing full time with guardians shall determine eligibility in cases where both parents of a student are deceased. The execution of guardianship papers in situations where one or both parents are living does not by itself make a student eligible.

A student may continue being eligible in the same school even though parent(s) and/or student move from within that school's traditional attendance area, provided enrollment is continuous (unbroken in that school).

Except in situations involving mid-year transfer and/or transfer after the fourth consecutive semester students attending member residential schools shall be eligible at the member school provided they reside at the school or reside full time with parents in their primary residence.

Except in situations involving transfer after a student's fourth consecutive semester, a full-time student attending a nonpublic school but not residing in accordance with any of the provisions outlined above shall be eligible for non- varsity competition only, for one calendar year, unless a waiver is provided as outlined in the WIAA HS Handbook under Waivers.

Transfers

A full-time student may be afforded up to eight consecutive semesters of interscholastic eligibility upon entry into Grade 9. Transferring schools at any time may result in restrictions being imposed on eligibility or in some cases a denial of eligibility. For the purpose of this rule, attendance at one day of school and/or attendance at one athletic practice shall determine 'beginning of school year.' These additional provisions relate to transfer cases:

A student who transfers from any school into a member school after the fourth consecutive semester following entry into Grade 9 shall be ineligible for practice and competition for one calendar year, unless the transfer is made necessary by a total change in residence by parent(s). The calendar year (365 days) will be determined from a student's first day of attendance at the new school.

Open enrolled and/or tuition paying students entering 9th and/or 10th grade at the beginning of the school year and who are within the first four consecutive semesters of high school will be afforded unrestricted eligibility provided all other rules governing student eligibility are met.

Open enrolled and/or tuition paying students 11th grade as transfer students are restricted to non-varsity competition for one calendar year.

Open enrolled and/or tuition paying students 12th grade as transfer students are ineligible to practice and/or compete for one calendar year.

9th grade students who transfer after the beginning of the school year and with written consent from both schools directly involved may be provided non-varsity opportunities for the remainder of the school year. Restrictions are removed upon entering 10th grade.

10th grade students who transfer after the beginning of the school year and with written consent from both schools directly involved may be provided non-varsity opportunities for one calendar year (365 days beginning with first day of attendance at the new school).

In the event of divorce or legal separation, whether pending or final, residence at the beginning of the school year shall determine eligibility for students entering 9th and/or 10th grade. In situations involving transfer after the fourth consecutive semester following entry into grade 9 the student is ineligible to practice and compete for one calendar year.

District Policies with respect to intra-district transfer do not supersede WIAA transfer rules in situations involving post 4th semester transfers. Intra-district transfers occurring after the fourth consecutive semester following entry into grade 9 result in the student being ineligible from competition at any level for one calendar year (365 days beginning with the first day of attendance at the new school), but may practice.

Unless transfer, including an accompanying change of parent's residence, is effective at the outset of a semester, a student cannot establish eligibility at his/her new school until the fifth calendar day of such transfer.

If within the first four consecutive semesters following entry into grade 9, a student who transfers more than once in any given school year shall be ineligible for all interscholastic competition for the remainder of that current school year and will be eligible for non-varsity opportunities only for the balance of the calendar year. In situations involving transfer after the fourth consecutive semester following entry into grade 9 the student is ineligible to compete at any level for one calendar year, but may practice.

A student may not have eligibility in more than one member school at the same time. A parent or parents who move from a primary residence within one school's attendance boundaries, to a secondary residence within another school's boundaries may be required by the Board of Control to provide evidence of total move. A student who transfers from any school, whether or not a member school, with a status of ineligibility for disciplinary reasons, academic reasons and/or as a result of another State Association's regulations or, retains such status at his/her new school for the same period of time as decreed by the former school.

No eligibility will be granted for a student whose residence within a school's attendance boundaries, with or without parents, or whose attendance at a school has been the result of undue influence (special consideration due to athletic ability or potential) on the part of any persons, whether or not connected with the school.

Section 3 – Academic Eligibility Applies to Categories A & B

By WIAA Rule, a student-athlete must meet school and DPI requirements defining a full-time student and have received no more than one failing grade (including incompletes) in the most recent school issued grade reporting period.

Note: Some member schools adopt code and academic policies and other participation requirements which are more stringent than WIAA minimum requirements. In those instances the school requirements prevail and must be applied as written.

A student who is carrying six academic subjects may receive an “F” grade and will still be eligible if he/she has a “C” grade to compensate for the failure.

However, if a student with six academic subjects receives two or more failures, he/she will be ruled ineligible for competition for the next nine-week grade reporting period. A student who is declared scholastically ineligible for co- curricular participation may regain probationary eligibility after a period of 15 school days and is doing passing work in all classes. Passing academic achievement will be determined by individual classroom teachers through reports filed with the high school activities director each week for the remainder of the grading period. A week of eligibility will be lost by the student/athlete if any of his/her teachers report failing grades. The weekly progress form will be picked up by the student in the main office for the remainder of the entire grading period. The student must have each of his/her teachers check and sign the form and the student must return the form to the activities director’s office. The student may practice during the ineligibility period with the approval of his/her parents and coach/director. Eligibility will be determined by the FIRST and THIRD quarter 9 week progress reports. Semester grades will be used during the SECOND and FOURTH grading periods to determine eligibility. Summer school can be used to make-up eligibility. An Incomplete “I” is considered a failing mark until all work is completed and a grade is issued to replace the “I”.

Note: Incoming Freshman who received a failing grade during the fourth quarter are ineligible for the first three weeks of any fall co- curricular activity in 9th grade.

2023-24 Ineligibility Dates

First 9 Weeks	Second 9 Weeks	Third 9 Weeks	Fourth 9 Weeks
Varies	11/6/23-1/19/24	1/23/24-3/21/24	4/1/24-6/7/24
WIAA Rule, (p.36, sect 7a WIAA Handbook)	May begin play on 12/2/23	May begin play on 2/13/24	May begin play on 4/22/24

Section 4 – Conduct Code Applies to Category A

Physical Exam Requirement

A student may not participate in interscholastic athletics (practice or competition) until the school has a W.I.A.A. Examination or Alternate Year Permit Card that attests to the student’s physical fitness (as determined by a licensed physician). All freshmen and juniors **MUST** have a physical exam before participating in a sport at WAUNAKEE HIGH SCHOOL. Any sophomore or senior

without a physical card on file will also need a physical. If a W.I.A.A. physical card is on file from their previous year (freshmen or Junior), the W.I.A.A. Parent Permission Card needs to be filled out and signed by a parent or guardian.

A physical examination taken April 1 and thereafter is valid for the following two school years; a physical examination taken before April 1 is only valid for the remainder of that school year and the following school year.

The student may get a W.I.A.A. Physical Examination Permit card from a coach or the activity director's office.

Complete the physical exam and return the card to the activity director's office with all of the information properly filled in and signed by your parent or guardian.

Co-Curricular Code Requirement

A student may not participate (Practice or competition) until a signed co-curricular code is on file in the office every school year. *NOTE: Once a code has been signed it is enforceable and valid until the student graduates.

Concussion Agreement

Students & parents must, on an annual basis, receive the Wisconsin Fact Sheet on Concussions and sign the Parent & Athlete Agreement form.

Age

A student shall be ineligible for interscholastic competition if he/she reaches his/her 19th birthday before August 1 of any given school year.

Early Graduation

Any student that graduates early is NOT eligible to participate in Category A activities that begin after the student has graduated. Students who graduate at the end of the 1st semester of a school year will be permitted to complete their season with the team, except when the rules of the governing body prohibit such participation. For example: Per WIAA regulations a student that graduates at the end of 1st semester is ineligible to participate in WIAA sponsored sports after the last bell of the last day of the 1st semester. (WIAA Rules of Eligibility Art V, Section 1, A8, A9)

Amateur Status

WIAA RULE: A student-athlete must be an amateur in all recognized sports of his association in order to compete in any WIAA sport.

A student-athlete may not accept, receive or direct to another, reimbursement in any form of cash or merchandise such as shirts, jackets, sweaters, sweatshirts, jerseys, warm-ups, equipment, balls, duffle bags, backpacks, watches, rings, billfolds, coupons, gift certificates, regardless of their value for athletic accomplishments, such as being on a winning team, being selected for the school varsity team, or being a place winner in an individual tournament, e.g.

A student-athlete may receive awards for school achievement which are symbolic (non-utilitarian) in nature – badges, certificates, trophies, medals, banners, ribbons, pictures, plaques, event t-shirts, event hats, game balls, unattached emblems, letters, season highlight DVD or video, e.g.

A student-athlete may not receive compensation or benefit, directly or indirectly, for the use of name, picture, and/or personal appearance, as an athlete. This includes receiving free and/or reduced rates on equipment, apparel, camps/clinics/instruction and competitive opportunities that are not identical for all other participants.

A student-athlete may not be identified (with or without permission) as an athlete, provide endorsement as an athlete or appear as an athlete in the promotion of a commercial/advertisement and/or profit-making event, item, plan or service.

A student-athlete may not participate in school athletics or in sports activities outside the school under a name other than his/her own name.

Use of Student Name & Image

The participation of students in extra-curricular activities will result in the use of students' image, name, likeness, in programs, news releases, posters, and promotions. By participating in high school activities you agree to allow WCSD, WIAA, and any other governing bodies to use your image, name, and likeness in programs, broadcasts, and any and all promotion of events and programs.

Code of Conduct

Top performances come from those individuals who prepare themselves mentally and physically to the best of their ability. It is reasonable to assume that each student should take care of his/her body in such a manner that would enhance peak performance at all times. It has been substantially documented medically that certain substances (i.e., alcohol, tobacco, controlled substances, street drugs, and performance enhancing substances) can be detrimental to your health and performances. Abstinence from these substances along with proper rest, diet and the observance of good health practices can enhance the mental and physical performance of all individuals. Adherence to these training rules is a matter of self-discipline and is the responsibility of the students and their parent(s)/guardian(s) on a year-round (12 month) basis.

WIAA Rules: Conduct

A student-athlete must follow his/her school's code of conduct (training rules) on a year-round basis.

A student-athlete who violates his/her school's code of conduct during the season of a sport (start of practice to final game) must be suspended from competition for a period of time specified in the code (minimum of one meet) if the violation involves (a) possession and/or use of alcohol, (b) possession and/or use of tobacco, including chewing tobacco and (c) use, possession, buying or selling of controlled substances, street drugs and performance enhancing substances (PES).

The member school will determine minimum penalties for violation of any other provisions of its code of conduct, including out-of-season offenses and for any other unacceptable conduct contrary to the ideals, principles and standards of the school and this Association including but not limited to criminal behavior.

A student-athlete who violates his/her school's code of conduct at times other than during the actual season of a sport must be disciplined by the school, the nature of such discipline to be determined by the school as indicated in its code of conduct.

A student-athlete who violates any part of the school or WIAA's code of conduct resulting in suspension of WIAA- sponsored tournament competition must be immediately declared ineligible for the remainder of tournament series in that sport.

A student-athlete, disqualified from a contest for flagrant or unsportsmanlike conduct, is also suspended from the next competitive event.

Any player who spits on, strikes, slaps, kicks, pushes, or intentionally and aggressively physically contacts an official at any time shall be immediately ineligible from competition for 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.

A school must provide an opportunity for the student to be heard prior to a penalty being enforced. If a student appeals a suspension, according to the schools appeal procedure, the student is ineligible during the appeal process.

Schools/individuals are prohibited during the regular season and the WIAA tournament series from practicing for regional, sectional, and state tournament preparation at sites and facilities hosting WIAA tournaments.

Use of Alcohol, Tobacco, Controlled Substances, or Performance Enhancing Substances

Any student using or possessing alcohol or tobacco or using, possessing, buying or selling illegal controlled substances (street drugs, and performance enhancing substances) shall be suspended from participation in co-curricular activities.

Any student, unsupervised by their parent or legal guardian, present where alcohol and/or drugs are being served/consumed to underage individuals, that does not leave in a reasonable amount of time (10-15 minutes), will be subject to the penalties stated under Co-curricular Code violations.

*This rule is to be in effect and enforced for twelve months of the year.

First Violation

Restriction from co-curricular participation (competition) for a period of 33.3% of the participating student's co-curricular contests which the violating student would choose to participate in for one season (fall, winter or spring). If the student is not involved in any co-curricular activities at the time of the violation the penalty will apply to the next season of participation. Note: WIAA regulations require a minimum penalty in the next WIAA sport if a student is not involved in a WIAA sport at the time of the violation. A student could not serve the entire penalty in a non-athletic activity or a non-WIAA sport/activity during one season and participate in a WIAA sport another season without a one game/event penalty being imposed in the next WIAA sport season.

If a student is found to be in violation of the co-curricular code and agrees to complete an AODA/Tobacco assessment and to follow the assessment recommendations, there shall be a 20% suspension for each co-curricular activity, the next season of participation. If a student fails to complete the assessment or follow the recommendations of the assessment then he/she shall serve the 33.3% suspension as outlined above.

Second Violation

Suspension from co-curricular participation (practice and competition) for one full calendar year from the date on which the penalty for the co-curricular code violation was implemented by administrative action.

If a student is found to have violated the co-curricular code a second time and agrees to complete an AODA/Tobacco assessment and to follow through with the assessment recommendations his/her period of suspension will be reduced to 33.3% of each co-curricular activity the student participates in for one calendar year from the date on which the penalty for the co-curricular code violation was implemented by administrative action. If a student fails to complete the AODA/Tobacco assessment or fails to follow the recommendations of the assessment he/she will be suspended from co-curricular participation for one full calendar year from the date the penalty for violation of the co-curricular code is implemented by administrative action.

Third Violation

If a student is found to have violated the co-curricular code for a third time, the student will be indefinitely suspended from participation (practice and competition) in co-curricular activities for the duration of their high school career. However, after one full calendar year from the date the

penalty for the co-curricular code violation was implemented by administrative action the student may appeal to the high school principal for reinstatement of their co-curricular eligibility. The request for reinstatement will be considered if the student can provide evidence that he/she followed the co-curricular code guidelines during the year they were suspended from co-curricular participation. The Principal will make the determination of reinstatement after a third violation.

A violation of the co-curricular code after reinstatement will result in permanent suspension of participation in co-curricular activities.

*In order for the suspension to be considered served the Athlete must finish the season 'In good standing' with the team. For the purposes of the code suspension, the Athlete must be actively meeting the attendance, participation, and behavior expectations of the sport coach. If an Athletes fails to finish the season 'in good standing' the penalty will reset in the next sports season the Athlete participates in.

**During the period of the suspension for a first or second violation, the student is allowed to practice with the team or group, but they may not participate in a game, contest, or performance. However, the student must be with the team or group during the event and travel to the event. They may not participate or be in uniform.

***Effective March 25th, 2016, the Wisconsin Sexual Assault Victim Amnesty Law is applied to Waunakee Co-curricular Code

(NOTE: Nothing in this policy shall prohibit or limit the application of the District's or the WIAA regular student disciplinary rules and regulations to the student participants. The provisions of this policy are considered an addition to all other rules and regulations governing student conduct and discipline.)

Look-Alike Substances, Products, & Other Items

Any student who provides, buys or sells either alcohol, non-alcohol "look alikes" or malt beverages, and/or a controlled substance including "look alike" drugs, tobacco products, will be subject to the sanctions stipulated in the violation sections of the co-curricular code. This will include any chemicals ingested to produce an altered state of mind (including but not limited to: Delta 8). This shall include e- cigarettes, vaporizers, juuls, or any other products containing or products used to deliver nicotine, tobacco, or other chemicals.

Expulsions

Any student expelled by the school is ineligible to practice or compete in co-curricular activities during the period of expulsion.

Suspension

Any student suspended in or out of school is ineligible to participate during the suspended time. All students suspended out of school during a season of activity will be ineligible to participate in practices, performances, competitions, or activities during the period of suspension. In addition, if the student does not miss a game, performance, event or activity during the suspension the student will miss the next scheduled competition, performance, event or activity.

Incarceration and Legal Sanction

A student who is charged/cited for serious unlawful activities (felonies) will be suspended indefinitely until such time that the outcome of the case is decided. For the purposes of the Co-curricular handbook a student will be considered 'charged' when law enforcement has made their recommendation to the district/county attorney.

A student who is released from incarceration (under the Huber Law or through an electronic monitoring program or any other legally related program that releases a student from incarceration to attend school) may not participate in co-curricular activities.

When a student is released from his/her incarceration, he/she will not be eligible to participate in co-curricular activity for a full calendar year from the date of their conviction.

A student who is charged/sited for unlawful activities of a less serious nature (misdemeanors) will be, in each individual case, subject to the sanctions stipulated in the 1st violations section of the co-curricular code. (This excludes traffic violations). If a student participates in an educational program with a police liaison officer, the penalty will be reduced according to the 1st violation section of the co-curricular code.

Waunakee Community School District reserves the right to random drug test.

Random Drug Tests & Co-Curricular Participation

The Waunakee Community School District has a strong and long-standing commitment to discouraging and preventing the use of illegal drugs and alcohol among its student population. The School District recognizes that the problem of illegal drug and alcohol abuse presents a continuing challenge in its schools and a clear danger to the student population. Students, by virtue of their voluntary decision to pursue co/extracurricular opportunities, and because of their position as leaders and role models in the school community, have a heightened responsibility to be drug and alcohol free. Consistent with these principles and in accordance with the guidance of the United States Supreme Court, it is the policy of the Waunakee Board of Education to help "prevent students involved in co-curricular activities from using drugs, to protect their health and safety, and to provide drug users with assistance programs." See Verona School Dist.47 Jv Acton, 115 S.Ct.2386 (1995). Accordingly, the board directs the District Administrator to implement and conduct a program of random drug testing of student "participants" meaning those involved in co/extracurricular activities.

Guidelines for random drug testing of student “participants” are set forth in administrative rule. More specific procedures, necessary to implement these Guidelines, may be developed by the District Administrator or designee. This Policy and Procedures shall be overseen and implemented by the District Administrator or designee.

Adopted: June 2000 Waunakee Community School District

Random Drug Test

Definitions

Student Participant: Any student who is trying out for or participating in any school-sponsored co or extracurricular activity, as outlined in the student handbook.

Alcohol: Any liquor, wine, beer, or other drink containing alcohol.

Drugs: Phencyclidine (PCP), marijuana (THC), cocaine, methamphetamine, morphine, alcohol, nicotine, and anabolic steroids, except when taken pursuant to a legal prescription issued and any other substance determined by the United States Department of Transportation to be a controlled substance.

Positive Results: A test result which indicates the presence of illegal drugs or alcohol.

Administrative Failure: Is a failure to follow the drug testing procedures in an effort to deceive or pass the random drug test. This would include all/any attempts to provide a false sample, assist in providing a false sample, or in any other manner refuse to or not comply with the testing procedures. An administrative failure will be treated the same as a failed drug test and the appropriate co-curricular penalties will be applied.

ADMINISTRATIVE FAILURE EXAMPLES

A student who is present at school and has been selected for the random drug test but refuses to provide a sample.

A student provides a false and/or diluted sample.

A student requests/attempts to pass off someone else’s urine as his/her own.

A student attempts or provides a clean sample to a student that has not been selected for the random drug test.

*This list should not be construed to be a complete list and if events or circumstances indicate that a test has been falsified or that an attempt to falsify a test has occurred. School administration will apply co-curricular penalties in the same manner as a failed test.

Consent Form

Students signing up for co/extracurricular activities shall be given a consent form, the execution of which by the student and, if the student is a minor, his/her parents/guardians, constitutes express permission and agreement that the student will submit to periodic random drug testing. Signing the consent form, and adherence to its conditions thereafter, shall be a condition of participation in the co/extracurricular activity.

Random Selection of Students for Drug Testing

Each student participant shall be assigned a number by the District Administrator or his or her designee.

Random draws will be done by the drug screen technician. Random selection of numbers will not occur on the same day each week. A designated number of participants will be determined at the beginning of each quarter.

Notifications of Students Selected

Students selected to be tested will be called to the office. If a student participant has not been tested by the end of the test day, the District Administrator or designee will determine if the participant is absent from school. If the absence is due to truancy, the student participant will be ineligible for participation, practice, or competition/performance until the next testing date and then will automatically be tested on that date. If the absence is excused, the student participant will remain eligible for participation, practice, and competition/performance but will automatically be tested the next date. If a student participant has a second excused absence, he or she will then be declared ineligible until the next test date at which time the student participant will be tested. Ineligibility may be waived upon review by the building and/or district administrator.

Testing Procedures

A licensed medical facility selected by the District Administrator shall take every reasonable precaution to collect an unadulterated specimen during the collection process and will provide an accurate chain of custody for each and every specimen. Student participants submitting an adulterated specimen will be re-tested, at the expense of the student or his/her parents or legal guardians, in an observed setting.

Testing Negative

The medical review officer will contact the District Administrator or designee within two (2) days of the testing date if results are negative. The parents or legal guardians of a student participant who tests negative will be notified by mail within three (3) days of the district's receipt of the information.

Testing Positive

The medical review officer will contact the District Administrator or designee within four (4) days of the testing date if the results are positive. The parents or legal guardians of a student participant who tests positive will be notified within twenty-four (24) hours of the district's receipt of the information. The student/athlete immediately becomes ineligible for participation in the student activity.

Re-Testing

The student participant will have an opportunity within twenty-four (24) hours of the notification of the first positive test results to have the specimen re-tested in the certified facility of the family's choice and at its expense. The District Administrator or his or her designee may consult with medical professionals to evaluate the results of the re-test, taking into consideration any evidence offered by the student. Should the re-test confirm a positive result, and there is not a satisfactory explanation for the positive results, all conditions set forth in Section VIII and XI will apply.

Consequences

In the event of a positive test

First Violation

Restriction from co-curricular participation (competition/performance) for a period of 33.3% of the participating student's co-curricular competitions/performances which the violating student would choose to participate in for one season (fall, winter or spring). If the student is not involved in any co-curricular activities at the time of the violation the penalty will apply to the next season of participation. Note: WIAA regulations require a minimum penalty in the next sport if a student is not involved in a sport at the time of the violation. A student could not serve a penalty in a non-athletic event in the fall and participate in a winter athletic activity without the penalty being imposed in that winter sport.

If a student is found to be in violation of the co-curricular code and agrees to complete an AODA/Tobacco assessment and to follow the assessment recommendations, there shall be a 20% suspension for each co-curricular activity, the next season of participation. If a student fails to complete the assessment or follow the recommendations of the assessment then he/she shall serve the 33.3% suspension as outlined above.

A second confirmed positive test will result in

Second Violation

Suspension from co-curricular participation (practice and competition) for one full calendar year from the date on which the penalty for the co-curricular code violation was implemented by administrative action.

If a student is found to have violated the co-curricular code a second time and agrees to complete an AODA/Tobacco assessment and to follow through with the assessment recommendations his/her period of suspension will be reduced to 33.3% of each co-curricular activity the student participates in for one calendar year from the date on which the penalty for the co-curricular code violation was implemented by administrative action. If a student fails to complete the AODA/Tobacco assessment or fails to follow the recommendations of the assessment he/she will be suspended from co-curricular participation for one full calendar year from the date the penalty for violation of the co-curricular code is implemented by administrative action.

A third confirmed positive test will result in Third Violation

If a student is found to have violated the co-curricular code for a third time, the student will be indefinitely suspended from participation (practice and competition) in co-curricular activities for the duration of their high school career.

(NOTE: Nothing in this policy shall prohibit or limit the application of the District's or the WIAA regular student disciplinary rules and regulations to the student participants. The provisions of this policy are considered an addition to all other rules and regulations governing student conduct and discipline.)

Regaining Eligibility

After the conclusion of the period of exclusion from participation in the co/extracurricular activity the student participant will again be eligible to participate.

The results of any test administered under the terms of this policy shall be kept confidential and disclosed only to the student, his or her parents or legal guardians, and school officials designated by the District Administrator. The results of the testing shall not be used as a basis for any disciplinary action other than disqualification as provided for in this policy, the District's or the WIAA rules and regulations. The test results will not be part of the student's permanent record but will be kept in a secure file in the Activities Director's Office.

Adopted: June 2000 Waunakee Community School District

*In order for the suspension to be considered served the Athlete must finish the season 'In good standing' with the team. For the purposes of the code suspension, the Athlete must be actively meeting the attendance, participation, and behavior expectations of the sport coach. If an Athlete fails to finish the season 'in good standing' the penalty will reset in the next sports season the Athlete participates in.

**During the period of the suspension for a first or second violation, the student is allowed to practice with the team or group, but they may not participate in a game, contest, or performance.

However, the student must be with the team or group during the event and travel to the event. They may not participate or be in uniform.

***Effective March 25th, 2016, the Wisconsin Sexual Assault Victim Amnesty Law is applied to Waunakee Co-curricular Code

Appeal Procedure for Code Violations

If a student and/or parent(s) or guardian(s) wishes to appeal a decision regarding a Co-Curricular code violation sanction, the following appeal procedure must be followed:

After a ruling resulting in a suspension from co-curricular eligibility, the student and/or his/her parent(s) or guardian(s) may formally appeal the decision by submitting a written request for a hearing and stating the reasons why they believe a hearing is warranted. This request must be received by the Principal within seven calendar days of the date on the suspension letter.

After the appeal has been received, a hearing date will be set by the Principal within seven calendar days of receipt of the appeal letter.

First violation penalties may be appealed to the Superintendent for review.

The Superintendent will hear the Principal's rationale for imposing the Co-Curricular Code penalty.

The Superintendent will also hear the student and/or parent's or guardian's rationale as to why the Co-Curricular Code penalty should not be imposed.

The Superintendent's decision is final.

Appeals of second and third violations will be heard by the Principal's Council. Present at the hearing with the council will be the student and his/her parent(s) or guardian(s).

The student will be provided with an opportunity to testify and present other evidence on his/her behalf.

The Principal's Council members will have an opportunity to question the student before the student and parents/guardians leave the meeting. The council will discuss the situation and end with a ballot vote to uphold or reverse the decision being appealed. Penalties may not be modified or reduced upon appeal.

The decision will be put in writing and mailed to the appealing party (ies) within five school days after the closing of the hearing. The student will remain on suspension during the appeal process.

The Principal's Council will be selected by the Principal as follows:

Chairperson: Principal or designee (votes only to break a tie)

Athletic Director (non-voting)

One Guidance Counselor or faculty member

Two persons representing advisors/coaches/director (If the student involved is part of the group controlled by the above council member, an alternate will be selected by the Principal)

One Student Council member (The President or a designee – must be a junior or senior)

Two student representatives involved in co-curricular activities.

One parent representative.

Three parents will be appointed to serve in this capacity at the beginning of the school year. One parent will be chosen to serve on the Principal's Council when an appeal is heard.

The purpose of the Principal's Council is to hear and consider all appeals by a suspended participant. Members of the council shall be appointed by the Principal or designee at the beginning of the school year and will serve on the council for one school year. The Principal or designee will appoint alternates for members unable to attend or serve. The council can act when a majority of its members are present.

If the student and his/her parent(s) or guardian(s) are not satisfied with the council's decision, a second hearing may be requested before the district Superintendent. The Superintendent must receive, in writing, a request for such a hearing within seven calendar days of the date the decision by the council was mailed. The procedures outlined in #3 above, including items (A) through (C) will be applicable relating to the second hearing. This appeal will be heard by two district office administrators appointed by the Superintendent and the Superintendent.

This appeal procedure shall be the sole and exclusive means for appealing co-curricular eligibility decisions. (Within the School District). For any appeal, the power of the appeal is to uphold or reverse the decision regarding if a code violation occurred. Penalties for code violations as outlined in the code of conduct cannot be modified or reduced as a result of an appeal.

General Public Conduct, Social Media, and Online Representation

The District reminds students that participation in sports/activities covered by this Code is a privilege, not a right. Consequently, the District reserves the right to require compliance with this Code and to expect appropriate behavior on the part of its student-athletes at all times. However, the District recognizes that student-athletes retain certain rights to speech and expression and, accordingly, will interpret and apply this rule so as not to interfere with conduct that is protected by law.

The same rules of appropriate, respectful behavior which apply to Waunakee High School Student-athletes, also applies to online environments such as Twitter, Facebook, YouTube, Instagram, message boards, and any other social media sites. WHS student-athletes are to conduct themselves in a manner that is representative of their pride and respect for themselves, their families, their school, and their community at all times, whether in person or online.

Unacceptable behavior includes, but is not limited to: indecent language, racism, sexism, homophobia, indecent pictures or videos, bullying, trash talking, and criticism of opponents, coaches, teammates, or game officials. Student-athletes who re-post inappropriate material originally written by others are subject to the same consequences as if they had posted it themselves. Student-athletes who fail to meet this expectation and who violate the code of conduct online are subject to the same consequences as if they did them in person.

JOINING OR RE-JOINING A TEAM

After tryouts and team rosters are submitted to the Athletic Office students will not be allowed to join a team. Generally speaking this is the first Friday of the sports season. Accommodations may be made for students who are new to the district or have moved to the district after sport season has started. Also, a student-athlete that does NOT finish a sports season “in good standing with the team” (see definition on page 24) must meet with the head coach prior to the start of the next season to receive permission to rejoin the team in the following season.

WIAA In-Season Non-Competition Rules

During their particular high school season Waunakee Student-Athletes are not allowed to compete in non-school sponsored competitions in that same sport (i.e.: Wrestler competing in a tournament that is not part of the high school’s schedule) Waunakee Activities Department will consider exemptions on a case- by-case basis for exceptional athletes.

The Activities Department reserves the right to deny a request if nature or timing of the event would cause an undue burden on the high school team, such as but not limited to conflicting with conference events, playoffs, and/or granting the exemption would violate WIAA Bylaws regulating participation and competition.

WHS Lettering Requirements

The head coach of each sport determines the requirements for an athletic letter. Requirements are based on a student athlete’s value to the team, honors won, time played, and performance, loyalty to the team, dedication and commitment to the goals of the co-curricular program. The student must *be in good standing at the end of the season*.

Criteria for lettering for music and forensics will be established by the advisors and reviewed with the participants at the start of their activities.

“IN GOOD STANDING AT THE END OF THE SEASON”

For purposes of the co-curricular code, awarding letters, etc...: The athlete is eligible to participate in the final regular season contest (team or individual) and retains his/her eligibility throughout the state tournament series as long as the team or any team member continues in the series.

Letter of Intent/Signing Days

The Athletic Department will sponsor signing days for Category A student-athletes that are committing to participate in college athletics. Waunakee’s signing ceremonies will be held on the dates selected by the NCAA National Letter of Intent program. Those dates can be found at: nationalletter.org. Waunakee student-athletes that do not participate on a WHS sponsored Category A team their senior year will NOT be allowed to participate in the Athletic Department signing ceremony or use school facilities for their signing ceremony.

Sportsmanship

The Waunakee Community School District believes emphasizing good sportsmanship is one of the most important missions of education for both students and adults. The school district realizes that many people have not had good sportsmanship explained to them. Hopefully the following guidelines will help everyone better understand their responsibilities at any school contest.

The necessity to be well informed is essential. Know the rules and stay apprised of rule changes. If you are uninformed, refrain from expressing your opinions to or about coaches and officials.

Recognize and appreciate skilled performances regardless of officiating. This not only represents good sportsmanship, but reflects a true awareness of the game by recognizing and acknowledging quality.

Opponents are guests and should be treated cordially, provided with the best accommodations possible and with accorded tolerance at all times. Be a positive representative for your community, school, team and family. This fundamental is the Golden Rule in action.

The officials of any contest are impartial arbitrators who are trained and perform to the best of their abilities. They should be shown respect at all times. Mistakes by all those involved in the contest are a part of that contest. We should not rationalize our own poor or unsuccessful performance or behavior by placing responsibility on an official. The rule of Good Sportsmanship is to accept and abide by the decision made. This value is critical for students to learn for later application in life.

The prerequisite to Good Sportsmanship requires one to understand his/her own prejudices that may become a factor in his/her behavior. The true value of interscholastic competition relies upon everyone exhibiting behavior, which is representative of a sound value base. A proper perspective

must be maintained if the educational values are to be realized. Your behavior influences others whether you are aware of it or not.

Never allow your ego to interfere with good judgment and your responsibility as an adult or a school representative. Regardless of whether you are an adult, student, player, coach, or official, this value is paramount since it suggests that you care about yourself and how others perceive.

WAUNAKEE COMMUNITY SCHOOL DISTRICT STUDENT TRANSPORTATION AGREEMENT

(Co-Curricular Activities)

Parents/Guardians,

Occasionally, your children may be involved in instruction, work-study, or co-curricular activities that occur at a location off school premises. Frequently, parents desire to transport their child to/from the activity in their own vehicle.

Additionally, under some circumstances the district does not provide transportation for some activities. In those circumstances, participation is voluntary and the transportation to and from the instruction, work-study, or co-curricular activity is voluntary.

In order for students to participate, students and their parents are required to complete the following (please print clearly) EACH TIME A PARENT WANTS TO TRANSPORT THEIR CHILD:

STUDENT NAME: _____

STUDENT ADDRESS: _____

HOME PHONE NUMBER: _____ CELL PHONE NUMBER: _____

EMERGENCY PHONE NUMBER: _____

PARENT(S)/LEGAL GUARDIAN: _____

TRANSPORT TO OR FROM THE DESTINATION: (PLEASE CIRCLE ONE)

TO /FROM DATE: _____ DESTINATION: _____

PARENT SIGNATURE: _____

ADMINISTRATOR SIGNATURE: _____