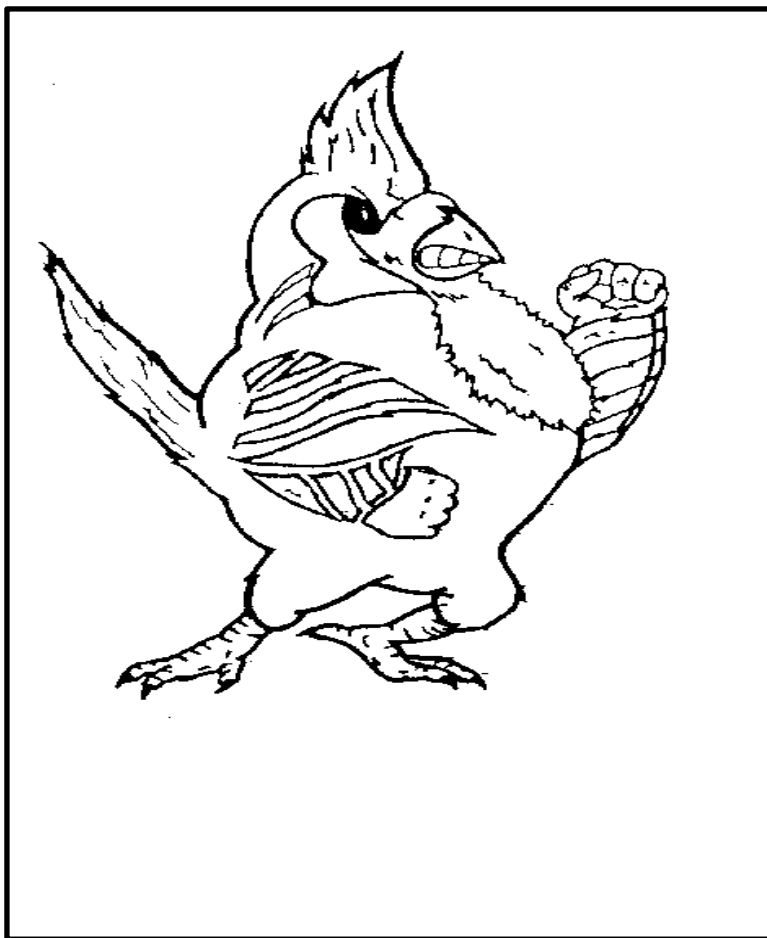


Co-Curricular Activities Handbook



COLUMBUS HIGH SCHOOL
2025—2026

Learning Today, Leading Tomorrow

INTRODUCTION

Columbus High School students can choose from approximately 30 co-curricular activities which make up an important part of their comprehensive high school experience. Students who choose to engage in any co-curricular activity at Columbus High School must be aware that *participation in student activities is a privilege, not a right*. Students are asked to conform to designated standards because their conduct is a public statement of the values and principles of Columbus High School and because these expectations are in the interest of their success and well-being. Students representing Columbus High School assume responsibility to conduct themselves in a manner which will reflect favorably upon themselves, their organization, their school, and their community. Students are expected to strive to attain individual and organizational goals through the responsible development of their minds and bodies.

The very cornerstone of our co-curricular ideals is represented in the concepts of participation, cooperation, and competition.

By participation we mean that every effort and resource should be utilized to create an environment in which all students will have every opportunity to be involved in a program.

The concept of cooperation addresses the relationship between student participants, their coaches/advisors and parents that generates trust, confidence, and individual growth. All concerned with the activity (students, coaches/advisors and parents) have an obligation to be informed concerning the goals, regulations, and expectations of the program.

The value of competition is both a healthy and motivating force in any co-curricular activity experience. While we will not measure the success of our students by the points scored or awards received, we desire to sustain the will to succeed and the effort to excel in the activity. In order to meet a more competitive degree of play at the high school varsity level, player selection by coaches may result in limited playing time.

The purpose of a co-curricular program is to provide unique opportunities for students to become better able to handle challenges and hardships, learn respect for reasonable rules and authority and the rights of others, develop pride in themselves and their accomplishments, recognize their individual and team skills, to learn the value of putting forth their best efforts toward achievement of realistic personal and group goals, and to learn to be humble in victory and steadfast in defeat.

Jay Freerking
Activities Director



CO-CURRICULAR ACTIVITIES

Columbus High School offers a wide variety of co-curricular activities, and all students are encouraged to participate in what may be of interest to them. For specifics about each co-curricular activity, please refer to the *Columbus High School Co-Curricular Activities* catalog put together by our National Honor Society. If you are interested in participating or have any questions regarding the co-curricular programs, please contact Mr. Jay Freerking, Activities Director, by phone (extension 2100) or by e-mail jfreerking@columbus.k12.wi.us.

The following co-curricular activities are available at CHS:

- Academic Clubs – Art, Forensics, Spanish, FBLA, FFA, Math, Academic Bowl
- Social Clubs – Archery, GSA, Project Unify, CHS Cares
- Service Clubs – Project InterAct
- Interscholastic Athletics:
 Boys – Baseball, Basketball, Cross Country, Football, Golf, Hockey (Co-Op with Beaver Dam), Soccer, Track, Wrestling
 Girls – Basketball, Cross Country, Dance, Hockey (Co-Op with Beaver Dam), Softball, Soccer, Tennis, Track, Volleyball, Wrestling
- Music – Pep Band, Guitar Club, Marching Band, La Voche, Jazz Band
- Leadership – Student Council, National Honor Society
- Publications – *The Clarion* Newspaper
- Theater – Musical, 3 Act Play

The co-curricular activities included in the above list represent those that are being offered during the present school year. It is understood that any other co-curricular activities that gain school sponsorship during the school year will automatically fall under the expectations contained in this handbook.

MEDIA/PHOTO Release

Certain co-curricular activities have events that are open to the general public to watch. Co-curricular activities is also a great way for the school district to promote our students and the great talent that they possess. By participating in co-curriculars and signing the co-curricular agreement, students and families recognize that pictures and names of students might be published in newspapers, online postings, and other school or media outlets.

CAPITOL CONFERENCE CODE OF SPORTSMANSHIP

The Capitol Conference believes that sportsmanship is important for participants and spectators alike. The following principles have been adopted to reflect this strong belief:

- Interscholastic competition exists for its educational value. Although winning is important, the prime objective is to appreciate the educational and athletic development of our young people.

- Spectators and participants are all guests at this educational experience and have a responsibility to uphold the ideals of good manners and sportsmanship.
- We recognize that game officials do their best to make quick, fair, and unbiased decisions, and should be treated with respect and authority.
- Every competitor is worthy of our respect and should be treated with courtesy.
- A true competitor is humble in victory and steadfast in defeat.

CO-CURRICULAR ACTIVITIES CODE

Students involved in co-curricular activities are required to meet all eligibility criteria as established for the best interests of the students and the activity. The *Columbus High School Co-Curricular Activities Handbook* goes in effect for all students upon completion of 8th grade and continues throughout their enrollment at Columbus High School including graduation and the end of spring season. The Co-Curricular Activities Code will be applied in its entirety. This means that all violations of the code, regardless of their nature, will accumulate over the duration of a high school career.

In an effort to provide guidance to students who demonstrate a desire to dedicate themselves to the numerous benefits of being involved in co-curricular activities as well as to enhance the best interests of fellow students, coaches/advisors and the school community, the following criteria presently exist:

- Eligibility Guidelines (see page 3)
- Attendance Expectations (see page 4)
- Academic Expectations (see page 4)
- Behavioral Expectations (see page 5)

ELIGIBILITY GUIDELINES

Students who participate in co-curricular activities at CHS will need to adhere to the following eligibility guidelines:

- A *Student & Parent Activity Agreement* form, signed annually by both student and parent(s), indicating an understanding of the information within this handbook, must be turned in (see page 10). If students do not turn in the agreement sheet, they will not be allowed to practice or participate in performances/contests.
- A student-athlete may participate in two school-sponsored sports at a time per season (fall, winter, spring) while attending Columbus High School. The student-athlete must select which sport is his/her primary sport so if there are any conflicts, the primary sport is the event he/she will attend. Both coaches must agree to allow the athlete to participate in each sport. If the coaches do not agree, then the athlete must choose one sport over the other. Paperwork must be on file with the Activities Director before the start of the season or you will not be allowed to be a dual sport athlete.
- **Students in all competitive groups will be governed by the Wisconsin Interscholastic Association Athletic guidelines at a minimum.**
- For students engaged in interscholastic athletic contests:
 - A senior high school student must be under the age of 19 before August 1 of each school year.

- Students may not participate in the same sport outside of school at the same time they are participating in that sport in school.
- Each school year all participating students must turn in a Wisconsin Interscholastic Athletic Association (WIAA) physical examination card prior to participating in any practice sessions. April 1 is the date used to determine a current physical. Physicals are current for two years. During the record year, an alternative year card must be turned in before participation.

ATTENDANCE EXPECTATIONS

When a student needs to be absent from school, please consider the following attendance expectations:

- An unexcused absence for one or more class periods on a school day when there is a practice means the student will be ineligible to participate in the next practice.
- An unexcused absence for one or more class periods on a school day when there is a performance/contest means the student will be ineligible to participate in the next performance/contest.
- A student must be present at least the second half of the school day of a practice or performance/contest to be eligible to participate. The student may appeal to an administrator in a case of a family emergency.
- A student who receives a Truancy Ticket will be subject to a code violation. School attendance is mandatory.

ACADEMIC EXPECTATIONS

The primary mission of CHS is to provide all students with successful academic experiences. Students who participate in co-curricular activities must achieve academic success in order to participate. All of the following academic responsibilities must be met prior to and during any involvement in the co-curricular activities:

- A student in Grades 9-12 may not have a failing (F) grade at the end of any semester. For the purpose of this policy, an incomplete (I) grade is not considered a failing grade. A student must also maintain a minimum grade point average of 1.50 for each semester. Students must also be passing all classes at the 5 grade checks during each semester. If a student is not passing all classes at this time, the student will be considered ineligible to participate in contests for one calendar week. After one calendar week if the student athlete is still not passing he/she will be eligible to compete again once he/she is passing all classes.
- A student who is determined ineligible after semester grades are posted will not be allowed to perform or be involved in contests until 21 calendar days have elapsed. The first day of ineligibility is the day that the Ineligibility List is submitted to the Activities Director. During this time period, it is recommended that students meet with their coach/advisor, counselor, and the teacher(s) of the course(s) involved to develop a plan for grade improvement. After the 21 calendar days, students become eligible as long as they are passing all courses and the GPA is at least 1.5. If students' academic performances have not improved so that students are meeting all academic requirements, students remain ineligible until they provide proof to the Activities Director that they are passing all courses and the GPA is at least 1.5.
- A student's semester grade will be used to determine eligibility. The second semester grade of the previous year will determine eligibility for the first semester of the following academic year. For students who fail a second semester class, the ineligibility period will be the lesser of 21 calendar days beginning with the date of the earliest allowed performance/contest or one-third of the maximum number of performances/contests

(rounded up if one-third results in a fraction). If an academic course(s) is passed during summer school, then the student would be eligible to participate during the fall semester.

- If a student drops a class after 3 days, then the student will receive a failing grade (F) for the class. Under those circumstances, the student-athlete would be academically ineligible at the time the class is dropped. The 21 calendar days of ineligibility would then begin on that day.

BEHAVIORAL EXPECTATIONS

Students who participate in co-curricular activities are held to higher standards in regards to behavioral expectations. Students are also expected to comply with additional expectations established by individual coaches/advisors. The following expectations must be met by all students involved in co-curricular activities:

- Travel and conduct on trips:
 - Team members must use the same mode of transportation approved by the school when traveling to and from performances/contests. Parent permission is required in advance and in writing along with talking directly with the coach/advisor before a student is allowed to receive alternative transportation with a parent only.
 - Since all of our students represent their school at all times, it is expected that students will conduct themselves in an appropriate manner on school-sponsored trips. All expectations within the Co-Curricular Activities Handbook and the Student & Parent Handbook are in effect on school-sponsored trips.
- Care of equipment:
 - Students are responsible for the proper care and safekeeping of the equipment issued to them. If the student is using a locker, the locker should be securely locked during and after every practice and performance/contest.
 - School purchased equipment shall only be used for a practice or performance/contest during the particular season unless authorized by an administrator/coach/advisor.
 - Students must return all issued equipment upon completion of the activity for a particular season. Students will not be issued additional equipment for another activity until they return all of their equipment from their previous season or pay for the missing items issued.
- Accidents, injuries, and Emergency Medications:
 - The best guarantee for peak physical conditioning is a cooperative effort between athletes, parents, coaches, trainers, and members of the medical community. If a student has an injury, he/she should notify his/her coach/advisor immediately.
 - All accidents/injuries need to be documented on an *Accident/Injury Report* and these can be found in the Main Office.
 - If a student has a health condition that requires the potential use of an emergency medication (epipen, inhaler, glucagon, seizure (rescue) medication), parent/guardian is required to communicate this need to the district nurse prior to participation in any co-curricular activity
- Prohibited behaviors:
 - Any conduct deemed unbecoming of an athlete
 - Using, possessing, buying, or selling tobacco in any form, including chewing tobacco, snuff, vapes and e-cigarettes.
 - Using, possessing, buying, or selling controlled substances, alcohol or any look-a-like drugs.
 - Using, possessing, buying or selling of drugs or paraphernalia.
 - Knowingly attending a gathering where controlled substances and/ or underage alcohol consumption is occurring would constitute a code violation.

- Committing violations of the Co-Curricular Activities Handbook and/or the Student & Parent Handbook which include, but are not limited to, performing hazing and other acts of initiation, causing damage to school property (Columbus School District or any other school district), having a disrespectful attitude toward school personnel, academic cheating/plagiarism, committing physical assaults on others, harassment, and making threats to other's personal safety.
- Committing acts which are adjudged delinquent or could be adjudged delinquent under our laws.
- Committing acts which are a misdemeanor or adjudged as a misdemeanor under our laws.
- Committing acts which are a felony or adjudged as a felony under our laws.
- Social Media - the misuse of social media will result in a code violation. This includes but is not limited to posting pictures of alcohol/drug possession and consumption, violations of the co-curricular code, or anything that could break the law.
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CONTINUUM OF CONSEQUENCES

Students, parents, teachers, coaches/advisors or school staff members are obligated to inform an administrator of any violation within the Co-Curricular Activities Handbook. Information obtained by the school administration which would indicate a student may be in violation of the Co-Curricular Activities Handbook will be referred to the Activities Director who will contact the student and afford them their due process rights. Due process includes the student being given the opportunity to provide his/her perspective of an incident without predetermined judgment by school administration. If the school administration is notified of a potential code violation that involves law enforcement, school administration will do their own investigation separate from law enforcement, but the school may use records obtained from law enforcement as the sole basis for taking action against a pupil under the school district's co-curricular code Wis. Stat. 118.125(5)(b) and 118.127.

If a code violation is determined to have occurred, the school administration will attempt to notify the student and parent(s) and a letter confirming the code violation will be sent to the student/parent(s). For any student found in violation of our behavioral expectations, the following disciplinary consequences will be applied:

- 1st Code Violation:
 - Immediate suspension from 33% of all scheduled performances/contests. The athlete will serve the games consecutively. If a game is canceled due to any reason the athlete will then serve the next game on the schedule. The athlete will be allowed to practice. Scrimmages will not count towards the fulfillment of the suspension. In addition, other athletes will have priority in practice and scrimmages over the suspended athlete.
 - Students who are suspended for any number of performances/contests for a season will not be eligible for team or school awards at the end of a season.
 - If a code violation occurs outside of a student's activity season, then the suspension will be served during the next activity since he/she will not be able to join an activity season already in progress. To fulfill a suspension, a student must be involved in the activity from beginning of the season through its conclusion.
 - If the student has violated the regulation prohibiting the using, possessing, buying, or selling of drugs and/or alcohol, the student must attend/participate in a school based student assistance program in order to be allowed to resume co-curricular activity performance/contest.
 - Students are also subject to additional consequences as determined by the coach/advisor.
 - Students and their parents will be informed in writing of the infraction of the Co-Curricular Activities Code and consequences assigned after it has been processed by the Activities Director.
 - If students host a gathering where alcohol is served or illegal substances are available, they will be automatically given a 2nd Code Violation even if they have never received a 1st Code Violation.
 - Columbus High School is against the using, possessing, buying, or selling of anabolic-androgenic steroids or any other performance-enhancing substances. Students found to have done so shall be rendered ineligible for performances/contests and will be automatically given a 3rd Code Violation.

***Self-Referral:**

- **A self-referral can be done once during a student's high school career and it can only be done as a 1st Code Violation.**
- **A self-referral must be made by the end of the first practice or the end of the first school day following the infraction whichever comes first.**
- **All self-referrals must be made to the principal, activities director/dean of students, or one of the counselors within CHS.**
- **If the student refers himself/herself or if a parent refers his/her child as being in violation of the Co-Curricular Activities Code, the number of performances/contests may be reduced as specified in the suspension chart.**
- **A self-referral cannot occur if the student has already been ticketed by law enforcement authorities.**

- 2nd Code Violation:

In addition to the disciplinary consequences described underneath the 1st Code Violation, for students who have a 2nd Code Violation, the following consequences will also apply:

- Immediate suspension from 66% of all scheduled performances/contests.
- If students have violated the drug and/or alcohol regulation for a second time, they must agree to a formal drug/alcohol assessment conducted by an approved agency in order to again participate in student activities. This assessment will be done at the students' expense.

- 3rd Violation:

In addition to the disciplinary consequences described underneath the 1st and 2nd Code Violations, for students who have a 3rd Code Violation, the following consequences will also apply:

- The student will be given an immediate suspension from all participation/performances/contests/practices for the remainder of the student's high school career. After one calendar year, students may apply to the principal to regain their eligibility which may include additional guidelines being met. Students may only apply once in their high school career to regain their eligibility.

PERFORMANCES/CONTESTS SUSPENDED

The column that is checked following the particular sport/activity will be used to determine the approximate number of performances/contests suspended.

REGULAR SEASON GAMES	1-10	11	12	13	14	15	16	17	18	19	20	21	22	24	26
SELF REFERRAL	1	1	1	1	1	2	2	2	2	2	2	2	3	4	4
1 st OFFENSE	3	4	4	4	5	5	5	6	6	6	7	7	7	8	9
2 nd OFFENSE	7	7	8	9	9	10	11	11	12	13	13	14	15	16	17
BASEBALL - JV											X				
BASEBALL - VARSITY															X
BASKETBALL - FRESHMEN											X		X		
BASKETBALL - JV													X		
BASKETBALL - VARSITY														X	
CROSS COUNTRY	X														
DANCE TEAM	X														
FOOTBALL - FRESHMEN	X														
FOOTBALL - JV	X														
FOOTBALL - VARSITY	X														
GOLF - JV			X												
GOLF - VARSITY						X									
SOCCER - JV						X									
SOCCER - VARSITY											X				
SOFTBALL - JV							X								
SOFTBALL - VARSITY											X				
TENNIS - JV	X														
TENNIS - VARSITY	X														
TRACK					X										
VOLLEYBALL - FRESHMEN					X										
VOLLEYBALL - JV						X									
VOLLEYBALL - VARSITY						X									
WRESTLING					X										
**OTHER CO-CURRICULAR	X														

**For other co-curricular activities (i.e. school play) the number of suspensions may be amended to what would be practical as determined jointly by administration and advisor.

Because of the nature of some of our co-curricular activities and the limited number of performances, application of the Co-Curricular Activity Handbook may be modified to meet the needs of a specific activity. For example, a code violation or academic ineligibility may result in a student being dropped from participation in the entire school play. Holding off on consequences to determine eligibility may not be practical. Advisors will talk with their students about differences in application of the code.

APPEAL PROCEDURE

Level One

Basis for Level One Appeal: A student, parent, or guardian may submit an appeal of the imposed consequence on the following basis: a. The interpretation and application of the Code was incorrect; b. A factual dispute exists as to the underlying facts that form the basis of the consequence; or c. The investigation into the alleged violation was not consistent with due process.

Participants may file in writing to the Principal within five (5) school days of notification of the Activities Director's decision for reconsideration to the Code Panel. Failure to file the appeal within the timelines noted herein will result in denial of the appeal. The appeal must include the rationale for the appeal. The rationale must be in relation to the stipulations of the Basis for Level One Appeal. The Code offender is allowed to bring one representative other than parent/legal guardians to the Panel. The Code Panel shall render a decision within five (5) school days of receipt of the written appeal. The Code Panel will be comprised of two co-curricular advisors, two athletic coaches, and the principal as chairperson. Representatives for the Code Panel will be appointed by the school principal. Except where an appeal is sustained, there shall be no modification or amendment to the consequence imposed by the Activities Director.

Level Two

Basis for Level Two Appeal: The appeal will be considered only if new facts or evidence becomes available or due process was not afforded at the first level (Level One) of the appeal.

The student, parent, or guardian may appeal in writing within five (5) school days after receiving a copy of the Code Panel's decision. Failure to file the appeal within the timelines noted herein will result in denial of the appeal. The Superintendent or designated District level representative shall review the appeal and determine whether: a) Facts or evidence exist that were not considered by the Activities Director, Principal, or Code Panel; or b) Due process was not afforded at the Second Level of the Appeal.

Except where an appeal is sustained, there shall be no modification or amendment to the consequence imposed by the Activities Director. A decision will be rendered in writing within five (5) school days.

DISTRICT EXPECTATIONS

Harassment

It is the policy of the Columbus School District to maintain a learning and working environment that is free of harassment. Harassment is a discriminatory act or omission taken against an employee or student because of gender, race, color, age, political affiliation, arrest or conviction record, sexual orientation, handicap, or membership in the military. Conduct can be considered harassment when it is unwanted, deliberate or repeated.

Any person who alleges harassment by a staff member or student in the school district should contact the building principal or the District Compliance Officer at the District Office. Reporting harassment will not affect future employment, grades, or work assignments. A complete policy and complaint procedure may be obtained from the District Office.

Access to Equal Educational Opportunity

The Columbus School District does not discriminate against pupils on the basis of sex, race, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional, or learning disability or

handicap in its education programs or activities. Federal law prohibits discrimination in employment on the basis of age, race, religion, color, national origin, sex, or handicap.

The district encourages informal resolution of complaints under this policy. If any person believes that the Columbus School District or any part of the school organization has failed to follow the law and rules of s. 118.13 Wis. Stats. or in some way discriminates against pupils on the basis listed above, he/she may bring or send a complaint to the administration office located at 200 West School Street, Columbus, WI 53925.

PARENT & STUDENT ACTIVITY AGREEMENT

Columbus High School expects students involved in any of the activities programs to represent their school, their community, their parents, and themselves in a positive fashion at all times. The expectations detailed in the *Columbus High School Co-Curricular Activities Handbook* are designed to promote that kind of positive behavior.

School activities play an important part in the life of Columbus High School students. The major objectives of the activities program are to provide wholesome opportunities for students to develop favorable habits and attitudes. Through participation in activities, students should develop a healthy self-concept as well as a healthy body. To insure these objectives, the expectations included in this handbook have been developed. The information on the preceding pages of this handbook is designed to provide clear understanding of the expectations that are held for a student's participation in any part of the activities program.

Parents, students, coaches/advisors, faculty and administration must support the philosophy of the activities program as stated in this handbook if the program is to meet its goals. It is essential that all of the individuals involved take the expectations included in this handbook seriously and report violations of the eligibility rules to the high school administration.

Parents must also be aware of the inherent risk of injury present through participation in activities. In particular, when involved in interscholastic athletic practice and performances/contests, the risk may be severe, including serious physical injury and even death. Injury may occur during transportation to and from performances/contests. Even with qualified coaching/advising, the use of adequate protective equipment, and strict observance of rules, injuries are still a possibility.

We, as parents, have read and understand all the information contained in this Co-Curricular Activities Handbook and grant permission for our student to participate in the Columbus High School activities program and support our student's adherence to the expectations contained within.

SIGNATURE: _____ DATE: _____
Parent/Guardian

SIGNATURE: _____ DATE: _____
Parent/Guardian

As a student and participant in the Columbus High School Activities Program, I have read, understood, and agree to follow the expectations contained in the Co-Curricular Activities Handbook.

PRINTED NAME: _____

SIGNATURE: _____ DATE: _____
Student

***A student may not participate in an activity until this agreement is signed by both parents/guardians and student and returned to the Main Office.**

Emergency Medication Notification

In order to best support our student athletes and coaches, an emergency medication notification form must be completed. This information will be shared with the district nurse and coaches. The district nurse will use the information to communicate with parents and help train coaches how to administer emergency medications or care for other medical needs.

Student Name: _____

Guardian Name: _____

Guardian Phone Number: _____

Emergency Medications:

____ My student does NOT require the use of an emergency medication

____ My student has a health condition that requires the use of an emergency medication

____ Epipen

____ Inhaler

____ Glucagon

____ Seizure (Rescue) Medication

____ My student has permission (on file) to self-carry/administer emergency medications

Other medical/health conditions that the coach and/or district nurse should be aware of:
