

444 Philosophy of Co-Curricular Program

Student activities are an important element and practical extension of the total school curriculum. They provide students with avenues of relevant expression and experience. Success in life is highly correlated with participation in activities that provide leadership opportunities. We strongly encourage student participation in co-curricular activities and feel that involved students become more interested in and excited about school.

The goals of the Oregon High School co-curricular program are:

1. To develop leadership skills and responsibility;
2. To promote teamwork and cooperation;
3. To provide a sense of community involvement;
4. To provide opportunities for students to set and achieve personal goals;
5. To promote excellence by providing opportunities for the expression of gifted and talented abilities;
6. To provide opportunities for personal enjoyment;
7. To create alternatives for personal enrichment by providing outlets for students with varied needs, interests and abilities;
8. To provide opportunities for students to connect with each other and adults; and
9. To promote life-long fitness.

Participation in co-curricular activities is a privilege. Involved students have a responsibility to follow established rules of conduct and present a positive image to fellow students and the community. Failure to follow these rules may cause the student to lose the privilege of participating in co-curricular activities.

I. Applicability

A. Activities:

This code covers all performance or competitive based co-curricular activities sponsored by the District:

<u>Academic</u>	<u>Performing Arts</u>	<u>Athletics</u>	
DECA	Improvably Funny	Cross Country	Basketball
FBLA	Forensics	Football	Baseball
FFA	Marching Band	Soccer	Track
FCCLA	Musical	Swimming	Softball
Mock Trial	Spring Play	Tennis	Cheer
		Volleyball	Pompon
		Golf	Hockey
		Wrestling	

B. Term

The code is a four-year agreement. It will be enforced the entire year for the duration of the student's attendance at Oregon High School, including the summer and other times the student is not participating in a co-curricular activity.

II. Conditions for Participation

The following are responsibilities and conditions to be met in order for the student to participate in co-curricular activities. The consequences for failure to meet these responsibilities and conditions. If the imposed sanction is a suspension from participation, the student must attend the activities from which the student has been suspended in order to serve the suspension. Athletic suspensions must be served in athletic activities. A student banned from participating in any co-curricular activity may be banned from participating in other co-curricular activities depending on the nature of the violation.

A. Attendance at Co-Curricular Code meeting.

The student and a parent/guardian must annually attend a co-curricular code meeting in order to receive information and sign the code. This must occur prior to the student's first participation in a co-curricular activity in any given school year.

The student will not be permitted to participate in any co-curricular competition until both the student and one parent/guardian attend a meeting and sign the code.

B. Parent Behavior and Expectations:

Parents are expected to:

1. Support this Code;
2. Demonstrate sportsmanship;
3. Support the coach and/or advisor;
4. Communicate concerns through proper channels and in a responsible manner; and
5. Support their child and other participants by providing positive encouragement.

If a parent or guardian exhibits conduct not in conformance with these guidelines the coach, activity advisor, building administrator or sports administrator may request a meeting with the parent/guardian to discuss the conduct at issue. If the parent/guardian refuses to meet or if the conduct persists, the parent/guardian may be prohibited from attendance at co-curricular events or the building administrator or sports administrator may take such appropriate action as the building administrator or sports administrator believes is appropriate to rectify the situation.

C. Promotion of Responsible Behavior

A goal of Oregon School District is to promote student honesty and integrity. Therefore the consequences for violations of the co-curricular code are based on the manner in which a student's violation of the code comes to be known by school officials. A student who violates the co-curricular code and reports these behaviors to school officials will receive a lesser consequence than a student who violates the co-curricular policy and requires an administrative investigation to determine if a violation occurred.

A student is considered to have self reported a co-curricular violation if the student reports their violation directly to a school administrator prior to any contact by a school administrator regarding the incident. A student who admits to a co-curricular violation when first asked by a school administrator will be considered to have self reported the violation.

D. Student Behavior:

Students involved in co-curricular activities are expected to display good citizenship and sportsmanship. They shall respect authority, follow the District's Code of Conduct and obey federal, state and municipal laws and the WIAA or other governing organizations' rules for participation.

Failure to meet the expectations and provisions of this section will result in a sanction appropriate for the violation being imposed by the building administrator or designee for non-sports co-curricular activities or the sports administrator for athletic activities. When assessing the penalty consideration will be given whether the incident is self-reported or an administrative investigation was required.

A student may also, in the discretion of the sports administrator or activity advisor, with the concurrence of the building administrator, be ineligible for participation awards (e.g., letters, captain and most valuable), regardless of whether the violation occurred in – or out –of-season.

E. Coach/Administrator Expectation:

1. Inform the students of the code and team rules at the beginning of the activity/season.
2. Enforce the Code uniformly.
3. Model appropriate behavior and sportsmanship.

F. Student Attendance:

1. On a day of practice, activity, performance or game, a student must attend the last three scheduled class periods of his/her scheduled day, unless prior administrative approval has been given.
 - Failure to meet these terms will result in the student being ineligible to participate in the activity scheduled for that day.
2. School detention takes priority over co-curricular participation. A student will serve detention prior to participating in any co-curricular activity.
3. A participant shall not be habitually truant as defined by the district attendance and truancy policy.
 - ***An athlete who receives a single period truancy citation will be ineligible for 10% of his or her athletic competitions and*** will continue to be ineligible until approved for competition by the appropriate school administrator.
 - An athlete who receives a ticket for habitual truancy will be ineligible for at least the next 20% 10% of competitions and will continue to be ineligible until approved for competition by the appropriate school administrator.
 - An athlete who receives further truancy citations will be ineligible for the next 60% of competitions and will continue to be ineligible until approved for competition by the appropriate school administrator.
 - If the athlete is unable to serve the entire ineligibility penalty in the current season, the balance of the penalty will be carried over to the next sport in which the student competes.

For those involved in non-athletic co-curricular activities, the building principal will determine the degree of penalty, which shall be commensurate with the corresponding athletic penalty as applied in non-curricular context.

4. An out-of-school suspension renders the student ineligible to participate in at least the next competition and for any other competitions throughout the duration of the suspension. A student receiving an in-school suspension may also become ineligible to compete in athletic competition(s) at the discretion of the appropriate school administrator. When a suspension and a code violation occur simultaneously, the student must serve the applicable code violation penalty after the conclusion of the suspension. Time out for the suspension shall not count toward service of the code violation penalty.

- G. **Classroom Standards:** A participant shall maintain the following classroom levels in order to participate in co-curricular activities.
- i. A student must be passing in a minimum of five classes or the equivalent of twenty-five hours of course work per week.
 - ii. A student must maintain a minimum of 1.60 GPA and have no failing grades. The GPA minimum requirement is based on each semester's calculation and not a cumulative statistic. A student who does not meet the above standards must fulfill the following:
 - **Progress Reports** – A student who has an F or more than two D's at progress report time (twice a semester) will be required to turn in a weekly Co-Curricular Progress Report Form(see attachment) until the point the student has brought his or her grades in line with the above standards.

Quarter Reports – *A student who has an F reported at the end of quarter progress report (twice a year) will be required to meet with the teacher(s) of the classes) that they have F's and determine a course of action to improve the grade(s) they will also be required to turn in a weekly Co-Curricular Progress Report Form (see attachment) until the point the student has brought his or her grades in line with the above standards.*

Semester Grades – *A student who receives one F will be ineligible to compete in the next 10% of his or her athletic competitions. A student who has more than one F or less than a 1.6 GPA at the semester grading period will be ineligible to compete in athletic competitions for 15 school days and nights starting with the first school day after the grades become official or 10% of his or her athletic competitions, whichever is greater. At the expiration of the period of ineligibility the student must show his or her grades (via Co-Curricular Progress Report Form) are at or above minimum standards in order to regain eligibility.*
 - iii. Students with Individualized Educational Plans are eligible for activities as long as they are making satisfactory progress toward their learning goals.

H. Alcohol, Drug and Tobacco Usage:

Participants shall not use, possess, buy, sell, distribute or be associated with alcohol, tobacco products or illegal drugs and/or drug paraphernalia.

- For any of the below sanctions, a student shall be ineligible for any team awards (e.g., captain; most valuable,) regardless of whether the violation occurred in- or out-of-season.
- If the student is unable to serve the entire ineligibility penalty in the current season, the balance of the penalty will be carried over to the next activity in which the student competes. An athletic season is defined by the WIAA from the time practice is allowed to begin until the completion of the state championship for the sport.

Consequences for code violations that are self-reported and do not require an administrative investigation (see page 8 for a flow chart of consequences):

For the **first violation**, a student participating in athletics will be **ineligible for 10%** of competitions. For a student who is participating in a non-athletic co-curricular activity, the building administrator shall impose a penalty of similar consequence depending on the nature of the co-curricular activity. The student and the student's parent/guardian shall meet with an appropriate school official for a determination of the necessity of a referral to an outside agency. The student and parent/guardian shall satisfactorily participate and /or comply with the recommendations and/or referral made by the school official. Failure to do so shall result in the student being ineligible for participation in any co-curricular program until the student and parent/guardian complies with the recommendation.

For the **second violation**, a student participating in athletics will be **ineligible for 60%** of competitions. For a student participating in non-athletic co-curricular activity, the building administrator shall impose a penalty of similar consequence depending on the nature of the co-curricular activity. The student and the student's parent/guardian shall meet with an appropriate school official for a determination of the necessity of a referral to an outside agency. The student and parent/guardian shall satisfactorily participate and/or comply with the recommendations and/or referral made by the school official. Failure to do so shall result in the student's ineligibility for participation in any co-curricular program until the student and parent/guardian complies with the recommendation. Satisfactory completion of the school official's recommendation may, at the discretion of the sports administrator, result in a reduction of the suspension by 50% of the suspension or, at the discretion of the building principal for non-athletic co-curricular activities, a similar reduction.

For a **third violation**, a student will be **ineligible** for any co-curricular activities for a period of **one calendar year**. The student and the student's parent/guardian shall meet with an appropriate school official for a determination of the necessity of a referral to an outside agency. The student and parent/guardian shall satisfactorily participate and/or comply with the recommendations and/or referral made by the school official. Failure to do so shall result in the student's ineligibility for participation in any co-curricular program until the student and parent/guardian complies with the recommendation. A student participating in athletics will be ineligible for any athletic awards, regardless of whether the violation occurred in or out-of-season.

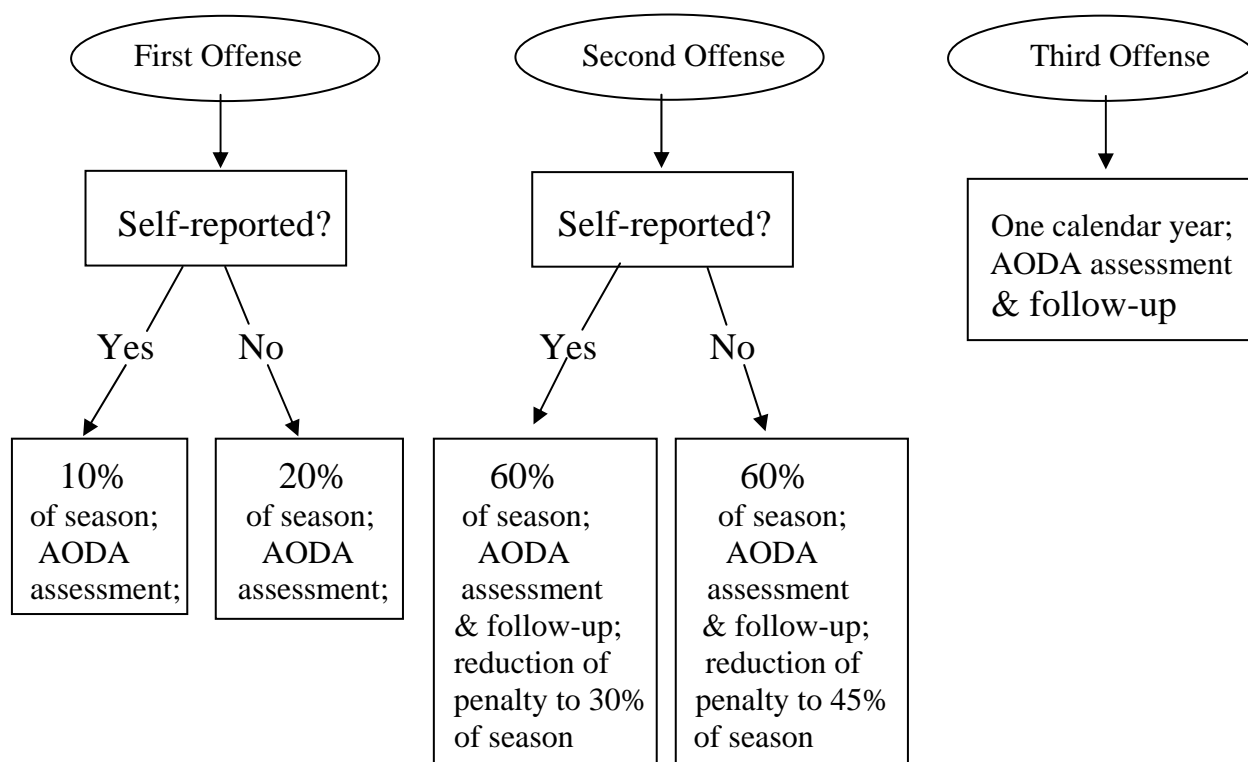
Consequences for code violations that are not self-reported and require administrative investigation (See page 8 for a flow chart of consequences):

For the **first violation**, a student participating in athletics will be **ineligible for 20%** of competitions. For a student who is participating in a non-athletic co-curricular activity, the building administrator shall impose a penalty of similar consequence depending on the nature of the co-curricular activity. The student and the student's parent/guardian shall meet with an appropriate school official for a determination of the necessity of a referral to an outside agency. The student and parent/guardian shall satisfactorily participate and /or comply with the recommendations and/or referral made by the school official. Failure to do so shall result in the student being ineligible for participation in any co-curricular program until the student and parent/guardian complies with the recommendation.

For the **second violation**, a student participating in athletics will be **ineligible for 60%** of competitions. For a student participating in non-athletic co-curricular activity, the building administrator shall impose a penalty of similar consequence depending on the nature of the co-curricular activity. The student and the student's parent/guardian shall meet with an appropriate school official for a determination of the necessity of a referral to an outside agency. The student and parent/guardian shall satisfactorily participate and/or comply with the recommendations and/or referral made by the school official. Failure to do so shall result in the student's ineligibility for participation in any co-curricular program until the student and parent/guardian complies with the recommendation.

For a **third violation**, a student will be ineligible for any co-curricular activities for a period of **one calendar year**. The student and the student's parent/guardian shall meet with an appropriate school official for a determination of the necessity of a referral to an outside agency. The student and parent/guardian shall satisfactorily participate and/or comply with the recommendations and/or referral made by the school official. Failure to do so shall result in the student's ineligibility for participation in any co-curricular program until the student and parent/guardian complies with the recommendation.

Consequences for AODA violations



Code Violation Suspensions by Sport

(based on the WIAA maximum allowed games; seasons may be shorter thus affecting the numbers below).

Sport	MAX Games	10%	20%	30%	45%	60%
Baseball	20	2	4	6	9	12
Basketball	20	2	4	6	9	12
Cross Country	11	1	2	3	5	7
Football	9	1	2	3	4	5
Golf	14	1	3	4	6	8
Hockey	20	2	4	6	9	12
Soccer	24	2	5	7	11	14
Swimming	14	1	3	4	6	8
Tennis	14	1	2	4	6	8
Track	20	2	4	6	9	12
Volleyball	15	2	3	5	7	9
Wrestling	14	1	2	4	6	8

I. THIRD PARTY REPORTING OF VIOLATIONS

- *If someone other than the alleged student, that student's parent or guardian, local, state, or federal authorities, or school representative, reports an athletic code violation, that violation must be submitted in writing and signed by the complainant and received by the school within 20 calendar days of the alleged incident.*
- Written allegations of rule violations will be investigated by the sports administrator and/or high school administration within twenty (20) calendar days of the allegation.

Statute of Limitations

Any alcohol, tobacco, or drug violation that occurred more than one calendar year from the current date will not be subject to suspension.

Due Process

- A. A student's parents/guardian will be notified in writing by the building administrator of the student's infraction and its consequences. A copy of the letter will also be sent to the Superintendent of Schools.
- B. The student and/or his parent/guardian may appeal the sanctions to an appeals panel. The appeal must be made in writing and served upon the building administrator within five school days of the date of the imposition of the sanction.
- C. In the event of an appeal, the building administrator shall convene an appeals panel comprised of the following individuals:
 - 1. One representative from the Student Council;
 - 2. Two student representatives involved in co-curricular activities;
 - 3. Four high school co-curricular activity sponsors/coaches (two athletic and two non-athletic). An advisor/coach of the student may not be a member of the appeals panel; and
 - 4. One high school faculty member who is not involved with co-curricular activities.
- D. The appeals panel must convene and issue its decision within five days of service of the appeal.
- E. The sanction will be stayed from the date of the appeal until the time the appeals panel issues its decision, except for a student who is facing a third violation.
- F. The appeals panel shall utilize the following process for making a determination:
 - 1. Five members will constitute a quorum.
 - 2. Decisions will be made by majority vote of members present.
 - 3. A tie will result in the discipline being upheld.

4. Only the student, parent/guardian and one advocate, if desired, may attend the appeals panel meeting.
 5. All material provided to and discussions in the appeals panel meeting are confidential. All parties to the process are to be instructed that the process shall remain confidential.
 6. The building administrator or sports administrator shall preside over the appeals panel meeting;
 7. A record will be kept of the meeting.
- G. The meeting of the appeal panel shall be structured as follows:
1. The presider shall make introductions and outline the ground rules of the meeting.
 2. The building administrator or sports administrator shall give a verbal and/or written statement outlining the discipline and the basis for it. The appeal panel members and the student, parent/guardian and/or advocate may question the building administrator or sports administrator.
 3. The student, parent/guardian and/or advocate of the student shall give a verbal and/or written statement concerning the discipline sought to be imposed. The appeal panel members and administrator or sports administrator may question the student, parent/guardian and the advocate.
 4. The appeal panel members will confer privately and vote whether to uphold the initial discipline. If the appeals panel does not uphold the initial discipline, the appeal panel shall vote as to what, if any, discipline should be imposed consistent with the policy.
 5. The student, parent/guardian and advocate shall be verbally informed of the appeals board's decision as soon thereafter as is practical.
- H. The student and his parent/guardian may appeal the appeal panel's decision to the Superintendent of Schools. This appeal must be made in writing within five school days of the decision of the appeals panel.
- I. The Superintendent or designee shall review the record of the meeting. The Superintendent shall rule on the appeal within five days of receipt of the appeal. The decision of the Superintendent shall be final.

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Additional WIAA and OHS Athletic Regulations

In order to represent Oregon High School in any interscholastic competition, a student must meet all eligibility requirements of the Wisconsin Interscholastic Athletic Association (WIAA) as well as those of Oregon High School.

1. Scholastic requirements

- a. The student must be on full time attendance status.
- b. A student may erase ineligibility status related to the last grade reporting period through summer school courses (including correspondence courses) at the same or another school.
- c. If a student transfers to Oregon, or from Oregon, with ineligible or suspension status from another school, that status must remain in effect until cleared by provisions stated in this handbook.
- d. A student will not be eligible after attending high school for eight semesters.

2. **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.

3. **Amateur Status**

A student shall be an amateur in all recognized sports of the WIAA in order to compete in any sport. He/she shall become ineligible for all further participation in the schools interscholastic program if he/she:

- a. Accepts for participation reimbursement in any form (1) salary, (2) cash, (3) merchandise of any kind or amount, or (4) share of game or season proceeds.
- b. Permits, with or without actual endorsement, the use of name, picture and/or personal appearance as an athlete in the promotion of a commercial or profit making event, item, plan or service.

4. **Non-school Participation**

A student must not participate in the same sport on any but their high school team during the same season.

5. **Medical Forms**

A student must turn in a physical examination card signed by the physician and parent/guardian which is good for two years. An Insurance Waiver Form show must be turned in or insurance must be purchased through the school prior to receiving any equipment or participation in any practice sessions

6. **Code Requirement**

A student must annually turn in the athletic contract card at the back of the athletic code signed by both athlete and parent/guardian, before participating in any practice sessions. The following is the WIAA Handbook excerpt athletic code policy:

Code of Conduct: (Article VII - WIAA Handbook)

- A. A school shall have a code of conduct for its athletes, and it is strongly recommended that the code (a) designate the period of time involved in a suspension in advance of the school year and (b) be developed with the involvement of students, coaches, and administration and adopted by the Board of Education.

- 1) A student is required to follow the school's code of conduct on a year-round (12 month) basis.
 - a. In-season violations of the school code will result in immediate suspension of the student from interscholastic competition for no less than one day of competition (not less than one complete game or meet) for acts (a) involving use of alcohol, (b) use, including chewing, of tobacco and/or (c) use, possession, buying, or selling of controlled substances.
 - b. The school district will determine minimum penalties for violation of any other provisions of its code of conduct, including all out-of-season offenses.
 - c. The member school will determine minimum penalties 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.

Note: If a student denies violating code of conduct, the school must provide an opportunity for the student to be heard prior to any penalty being enforced.
- B. The minimum penalty for acts outlined above, which results in a student being suspended for one or more WIAA tournament competitions, is immediate disqualification of the student for the remainder of the total tournament series in that sport.

Flagrant or Unsportsmanlike Conduct: (Article VII - WIAA Handbook)

- A. A student, disqualified from a contest for flagrant or unsportsmanlike conduct, is suspended from interscholastic competition for no less than the next competitive event (but not less than one complete game or meet).

7. Ethnic Minority Statement

- The Wisconsin Interscholastic Athletic Association objects to activities or uses of materials that may be offensive to members of American Indian or other ethnic communities.
- The Association, therefore, discourages schools with American Indian or ethnic mascots from bringing mascots, posters, etc. to the Field House. This also includes displaying logos or participating in chants, yells, gestures, or other activities that potentially influence incorrect and inappropriate attitudes about the American Indian or any ethnic heritage.

INSURANCE, INJURIES AND THEIR CARE

- Every athlete must have approved insurance covering possible injuries stemming from participation in athletics. If a private insurance carrier will provide your coverage, your parents/guardian must complete an Insurance Waiver Form to certify that you are appropriately covered. If you need to purchase insurance there is insurance coverage available through the school – charges for contact and non-contact sports vary; --A complete coverage breakdown is available from your coach.
- In case of an emergency, all reasonable attempts to contact parents will be made. Athletes will be taken to an Oregon Clinic or the nearest hospital, unless your parents

indicate you should be sent elsewhere. An attempt will be made to have a doctor at all contests involving physical contact to render emergency aid and to give advice.

- If you have any special medical condition (diabetes, epilepsy, etc.) be sure your coach is so informed. If possible, all athletes should be inoculated against tetanus.
- All injuries requiring a doctor's care must be reported to the high school office. An athlete will not be readmitted to the sport without a signed release card.
- All injuries must be reported to the supervising coach immediately. Unreported injuries can lead to serious complications and increased time lost from competition. Should an injury be discovered after a participant has returned home, the coach of the sport should be contacted at once.

ATHLETIC EQUIPMENT

- One of the values of athletics is to teach responsibility. This should apply to the care of the athletic equipment as well as other facilities and equipment the people of the Oregon School District have provided. The school attempts to provide the best and safest equipment that can be afforded. We expect each athlete to take excellent care of the equipment.
- In most sports, the school will loan every athlete the equipment necessary to participate in that activity. The original equipment issued at the beginning of the season must be returned at the close of the season. If the equipment needs repair or you need a change in size, be sure the change is made in your coach's record. Substitution of equipment among athletes cannot be made without the permission of the coach. You may be held financially responsible for any lost or misplaced equipment. Deliberate mutilation of school property will also be charged to the athlete. Do not cut off sleeves, paint or mark helmets, etc. Parents are asked to see that students return to school any equipment or towels belonging to the school.
- **HONOR** your fellow athletes' equipment – do not take it.
- **LOCK** your lockers. This helps prevent theft. Valuable items should be given to your coach so they can be secured in the coach's office.
- The WIAA does not allow schools to check out any equipment for summer camp or clinic use.
- No one is allowed in any of the athletic equipment rooms without an authorized person present (coach or manager).
- All equipment remains the property of the school. If you lose equipment and pay for it, this remains school property and will be reclaimed if seen during the summer or any other time.
- An athlete who steals equipment from the department of athletics may be brought before the Athletic Review Board for appropriate action.

ATHLETIC AWARDS

- It should be understood by each athlete that when a letter is awarded, it is given in trust and should be worn/displayed in the manner in which it was earned and bestowed.
- Awards are given on the basis of participation, loyalty, cooperation, and performance. At the close of each season, coaches will make recommendations for awards they feel should be granted. The Sports Administrator and Principal/designee must approve this recommendation.
- The following awards are offered at Oregon High School:
- **FRESHMAN CERTIFICATE** – A certificate will be presented to all freshman athletes who successfully complete the season in any sport. The certificate will be individualized for each sport.
- **NUMERALS** – Numerals and a certificate will be presented to any athlete who successfully completes the season in any sport at the J.V. level. Only one set of numerals will be awarded. Freshman who letter in a varsity sport will earn their numerals and letters.
- **MAJOR LETTER** – A chenille letter will be awarded to members of the varsity squads meeting the qualifications for a letter for the particular sport. These athletes will also receive certificates. Only one chenille letter per year per athlete will be awarded.
- **PARTICIPATION AWARDS** – A certificate of participation will be presented to those athletes who are members of varsity squads but do not letter.
- **TEAM AWARDS** – Different for each team.

SENIOR AWARDS

- **SENIOR PARTICIPATION PLAQUES**- Individualized plaques presented to all seniors who receive major letters in two or more sports during their senior year.
- **SPORTS ADMINISTRATOR PRIDE AWARDS** - Honors senior athletes who participated at the varsity level and display the qualities that make for successful student athletes and define what Oregon Athletics is all about. (Eligible to Senior varsity athletes who did not win the Outstanding Senior, Lalor Perseverance, or WIAA Scholar Athlete Award).
- **HERBERT AND HAZLE LALOR PERSEVERANCE AWARD** – Given to a graduating senior boy and girl who have shown perseverance and faithfulness to the OHS athletic program for four years. Voted on by the head coaches of all sports.
- **OUTSTANDING SENIOR ATHLETIC AWARD** – Given to a graduating senior boy and girl who have shown athletic ability, leadership, and citizenship. Voted by head coaches in all sports.
- **WIAA/OHS SCHOLAR ATHLETE AWARD** - Recipients must have at least a 3.0 GPA and have earned 4 Varsity letters. Each winner has also achieved at a high level in academics as well as individual athletic and team accomplishments

CO-CURRICULAR CODE VIOLATION REPORT

Violation: _____

Date: _____

Time: _____

Location: _____

Student(s) Involved:

Additional Information/Comments: _____

Reported By: _____ **Date:** _____

CO-CURRICULAR CONTRACT

To Parent/guardian and Student:

I, as a parent/Guardian of _____, have read the rules and policies set forth for participation in co-curricular activities at Oregon High School and give my son/daughter permission to participate under these conditions. I will do my part in seeing that he/she follows these rules and regulations.

I also give permission to the attending physician to give first aid and emergency treatment to my son/daughter should he/she require such assistance.

Date _____
Parent/Guardian Signature _____

I, _____, a candidate for co-curricular activities at Oregon High School, have read the policies and agree to abide by all the rules and regulations set forth. I further agree to assume full responsibility for all equipment issued to me.

Date _____
Student Signature _____

Parent/Guardian Phone Numbers:

_____ Home _____ Work

PANTHER PRIDE!