



Nekoosa High School
CO-CURRICULAR
ACTIVITIES CODE



I. Nekoosa High School Philosophy

The philosophy of Nekoosa High School is dedicated to the realization of the unique potential of each individual. Thus, the opportunity to acquire knowledge, skills, habits, attitudes, and understandings, which will enable the student to function as a responsible citizen in a changing world, will be provided.

II. Nekoosa High School Co-Curricular Philosophy

The aim and objective of our co-curricular program at Nekoosa High School is to provide the opportunity for Nekoosa High Students interested in co-curricular activities to develop their physical, mental, and social abilities, attitudes, and character while representing their school and community.

Co-curricular activities are an extension of the classroom and serve to enhance the motivation and experience of the student. They are an integral and valuable part of the student's high school experience. The activities also develop positive values and attitudes that they will take with them their entire life.

The pursuit of excellence requires exemplary preparation, presentation, and attitude. Advisors and Coaches shall nurture and guide students throughout the co-curricular experience. Students shall model commendable academic behavior, adhere to the attendance policy and display exceptional conduct. These assurances will provide the foundation for accomplishment in all arenas.

III. Purpose

The purpose of the Nekoosa High School Co-Curricular Code of Conduct is to establish clear academic and behavioral expectations for students to follow if they choose to participate in co-curricular activities. Participation in co-curricular activities is a privilege, not a right.

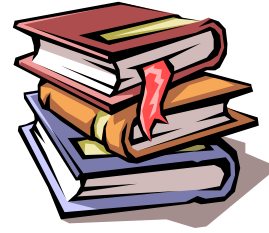
IV. Co-Curricular Activities

Co-curricular activities are those voluntary activities that are school related. Activities that are a required part of a course and contribute to a student's grade for the course are not considered co-curricular activities. Co-curricular activities include, but are not limited to:

All athletic teams (Football, Football Cheerleading, Volleyball, Cross Country, Basketball, Wrestling, Wrestling Cheerleading, Dance, Track, Baseball, Softball, and Golf), Musical, Madrigal Dinner, Forensics, National Honor Society, Student Council, Math League, Extreme Club, Environmental Club, Foreign Language Club, Computer Club, Prom Court, and Homecoming Court.

V. Academics

Students shall model academic excellence recognizing achievement in the classroom is tantamount to achievement in the co-curricular pursuit.



1. Eligibility will be determined at four (4) grading periods:
 - Eligibility for activities that commence on or before the first quarter of each new academic year shall be based on the fourth quarter of each previous academic year.
 - Second quarter eligibility is determined by the first quarter grades.
 - Third quarter eligibility is determined by the second quarter grades.
 - Fourth quarter eligibility is determined by the third quarter grades.

2. A student must maintain passing grades (60% or above) in all classes to remain eligible to participate in any co-curricular activity.
 - a. A student is not eligible to participate in any co-curricular activity for a period of 15 scheduled school (student contact) days following one or more failures.
 - b. When the earliest allowed competition/performance takes place before the first day of classes, the rule will read as follows: The minimum ineligibility period shall be the lesser of (1) 21 consecutive calendar days beginning with the date of earliest allowed competition in a sport or (2) one-third of the maximum number of games/activities/meets allowed in that sport/activity (rounded up if one-third results in a fraction).
 - c. Ineligibility starts on the 5th scheduled school day following the last day of the previous quarter.
 - d. Students who receive an Incomplete as a grade will be considered ineligible until it becomes a letter grade. If the grade turns into an F, the days already served for ineligibility will be counted towards the 15-day period.
 - e. EEN student academic eligibility is based on the success of their academic plan (IEP).

3. To regain academic eligibility, a student must earn passing grades in all subjects after 15 scheduled school days and turn in an academic eligibility check sheet; he/she will be allowed to participate starting with the 16th day. If a student is failing one or more classes after 15 scheduled school days, or fails to complete an eligibility check sheet, they will remain ineligible for another 15 scheduled school days. He/she can be reinstated after the second 15-day period if they are passing all subjects and turn in an academic eligibility check sheet. If a student is failing one or more classes after the second 15 scheduled school days, or fails to complete an eligibility check sheet, they will remain ineligible until the next grading period. Eligibility forms can be picked up and turned into the high school office. The Principal or Activities Director shall be the school official that declares a student eligible.

4. Students receiving one or more failures at the time of progress/deficiency reports are required to submit to their coach a verification statement from the teacher indicating a passing grade. If the athlete can't meet the eligibility requirement or receives more than one failing grade, they are ineligible from further competition until passing marks are verified.
 5. The NHS Activities Director will notify students who fail to meet the academic requirements of the NHS Co-Curricular Code. A follow-up letter will be sent to parents and coaches of students failing to comply with the NHS Co-Curricular Code explaining the violation and course of suspension.
- * Although the NHS Activities Director will notify parents and coaches about academically ineligible student athletes, it is highly recommended that students work with their coaches, parents, and school administration during the first signs of academic struggles to avoid becoming academically ineligible.

VI. Attendance

Students will adhere to the attendance policy to promote best practices on daily basis.



1. A student must be present for at least one/half of the school day (by the beginning of 4th hour) to participate in practice on that day unless approved by an administrator.
2. A student must be present for the entire school day to participate in a scheduled contest/event/activity on that day unless approved by an administrator.
3. Unless there are extenuating circumstances, as determined by an administrator, a student is required to be in class the day after an athletic contest, competition, or performance. If they are not in school, the student will be ineligible for the next contest.
4. Unexcused Absences:
 - a. An unexcused absence of one or more class periods during a sport season makes a student ineligible for the next contest unless there are extenuating circumstances as determined by an administrator.
 - b. An unexcused absence of one or more class periods during the week of a competition/performance makes a student ineligible for that week's competition/performance unless there are extenuating circumstances as determined by an administrator.

VII. Conduct

Students shall endeavor to display exceptional conduct realizing demeanor is reflective of self, school and community.



Conduct Resulting in Violations:

1. Use, possession, buying or selling drugs and/or look alike drugs.
2. Use, possession, buying or selling alcohol.
3. Use, possession, buying or selling tobacco products.
4. Attendance at any gathering or party at which there is use of illegal drugs by anyone at the gathering or party or at which there is consumption of alcohol by any persons at the party or gathering who is not of legal age.
5. Criminal act as defined by state criminal laws, including but not limited to General Crime Provisions, Crimes Against Life and Bodily Security, Crimes Against Health and Public Safety, Crimes Against Reputation and Civil Liberties, Crimes Against Property, Crimes Against Sexual Morality, Crimes Against Government and its Administration, Crimes Against Public Peace, Order and other interests, and Crimes Against Children.
6. No student may engage in any form of hazing another student. Hazing is defined as the act of harassment by forcing (physically, morally, and/or mentally) someone to exact unnecessary or disagreeable work, to banter, ridicule, or criticize someone, or to initiate someone into an organization.
7. Engaging in or being an accomplice to any other immoral or unacceptable conduct contrary to the ideals, principles, and standards of Nekoosa High School or the WIAA. (Minimum suspension of one contest/event/activity)

General Guidelines for Conduct Violations:

1. Penalties will be cumulative over a two (2) school year period. This is for determining second and third violation consequences. A student must have a clear record for two (2) years consecutively before subsequent violations are considered a first violation.
2. For athletics, students will be suspended based on WIAA games allowed guidelines. (This includes WIAA playoff eligibility that states that if a student athlete is ineligible for the first game of post-season competition, they are ineligible for the remainder of the teams post season.)

3. For activities, students will be suspended for full day of competition/performance.
4. Scrimmages are considered practices and will not count as part of a suspension.
5. The student will be required to practice with the group during the suspension
6. A student who is in more than one co-curricular activity when a consequence for a code violation is applied will be subject to consequences for all activities they are currently participating in. (example: A violation will occur in both basketball and forensics, not one or the other)
7. When a student misses a competition or performance during a season for a conduct code violation, they will be required to complete the season in good standing in order to fulfill their code violation obligation.
8. If a student fails to provide accurate and truthful information, an additional period of suspension may be imposed.
9. A student who transfers from any school with a status of ineligibility for disciplinary reasons retains such status at Nekoosa High School for the same period as decreed by the former school.

Consequences of Code Violations for Athletics:

1. First Violation: (in season - suspension begins immediately)
Suspension from playing 100% of a season's contests. If the season's contests have already begun, the remaining percentage will be carried over to the next sport's season. (i.e.: If 70% of the season is completed at the time of the violation, a student athlete will serve the remaining 30% during the current sport plus the additional 70% during the next season's contests.) Student athletes must complete all seasons in good standing. If the student athlete does not complete a season in good standing, the entire penalty will be served in the next sport's season.

First Violation: (out of season - suspension begins first day of practice)
Suspension from playing in 100% of the season's contests the athlete participates in after the violation. Athlete must end the season in good standing.

2. Second Violation: Student athlete will be suspended for one calendar year from date of violation.
3. Third Violation: Student athlete will be suspended from athletics for the remainder of their high school career.

Consequences of Code Violations for Non-Athletics:

1. a. First Violation: (Activities that perform or compete)
Suspension from participating in 100% of an activity's contests/performances. If the activity's contests/performances have already begun, the remaining percentage will be carried over to the next activity's contests/performances. (i.e.: If 70% of the activity is completed at the time of the violation, a student will serve the remaining 30% during the current activity plus the additional 70% during the next season's activities.) Student must complete all activities in good standing. If the student does not complete a season in good standing, the entire penalty will be served in the next activity's period.
- b. First Violation: (School recognized clubs)
Suspension from participating for nine (9) weeks.
2. a. Second Violation: (Activities that perform or compete)
Student will be suspended for one calendar year from date of violation.
- b. Second Violation: (School recognized clubs)
Suspension from participating for eighteen (18) weeks.
3. a. Third Violation: (Activities that perform or compete)
Student will be suspended from activities for the remainder of their high school career.
- b. Third Violation: (School recognized clubs)
Student will be suspended for one calendar year from date of violation.

Course of Action

If a violation or alleged violation occurs:

1. The Activities Director and the student will have a conference.
2. The Activities Director will notify the parent(s) in writing.
3. The student and/or his/her parent(s) can follow the procedure of the *Appeal Process*.

If an athlete has been written up for violation of the Activities Code as a Third time offender and wishes to become part of the co-curricular program, he/she may appeal for reinstatement to the co-curricular program. The student may follow the procedure of the *Appeal Process*.

VIII. Student Assistance Program

If an athlete violates the Activities Code and sustains a violation, the Activities Director will automatically initiate a referral of the student to the Students in Nekoosa Assistance Program (SNAP).

After the required steps in the Activities Code are followed, the student may be given the option of choosing involvement in the SNAP program if this is the recommendation of the Activities Director.

A referral to the SNAP program is only available after a student's first violation. A student may only take the SNAP program once for a reduction in penalty.

Penalties

1. **First Violation:** (Athletics)
50% of the season in addition to the successful completion of Students in Nekoosa Assistance Program (SNAP).
2. **First Violation:** (Activities that perform or compete)
50% of an activity's contests/performances in addition to the successful completion of the Students in Nekoosa Assistance Program (SNAP).
3. **First Violation:** (School recognized clubs)
Suspension from participating for five (5) weeks in addition to the successful completion of the Students in Nekoosa Assistance Program (SNAP).

If this becomes the mutually agreed upon course of action, the student must follow the recommendation of the SNAP contact person and/or SNAP contact team. Further, the student must abide by the subsequent SNAP group rules if applicable. The recommendation should be completed during the school year in which the offense occurs.

IX. General Information

1. Athletic Eligibility
 - a. A high school student must be under the age of 19 before August 1 of each school year.
 - b. **WIAA Physical or Alternate Year Card** is required for students participating in interscholastic athletics. Exams taken after April 1st are good for the following two school years. Exams taken before April 1st are good for the remainder of the school year and the following school year. In years when a physical exam is not required, a WIAA approved alternate year athletic permit card must be turned in.
 - c. The student must have "signed" the signature page of the Co-Curricular Code.

- d. The student must pay the Nekoosa High School Athletic Fee of \$30.00 in the high school office.
 - e. The student must have a completed *Emergency Form* given to his/her coach and/or advisor.
2. When determining the length of consequences, all suspensions resulting in fractions will be rounded up to the next closest whole number; as consistent with WIAA Rules.
3. As a courtesy to parents, students, and school district, the Co-Curricular Code will be signed annually. It is enforceable and valid until the student graduates. If, by chance, the student and/or parent have not signed the code, the student is still bound by the provisions of the Co-Curricular Code. This also applies to students not previously under the Co-Curricular Code.
4. Each participant will be held responsible for cost of any equipment lost or damaged that has been issued to him/her.
5. All injuries must be reported to the supervising coach/advisor IMMEDIATELY. Do not go to a physician or dentist without the coach/advisor's knowledge unless it is an emergency. An insurance form MUST be filled out as soon as possible after seeing a physician or dentist. Failure to do so could result in the loss of benefits. The injured student must report to the Main Office to begin the insurance procedure. Please note that the school insurance plan is not an insurance policy but only a supplementary program to assist where personal health insurance does not apply.
6. Bus Conduct and Responsibilities:

- a. All participants are required to travel to and return from all athletic contests they are engaged in on transportation provided for them by the High School. The exception to this rule is if the participant's parent(s) is in attendance at the contest and, in person, provides the coach/advisor of the activity with a written and signed note stating they accept full responsibility of transporting their son/daughter from the event. There are no other exceptions to this rule.
- b. All buses leave on time. Proper conduct will be required of all participants. The individual responsible will pay any damage done to the bus. If responsibility for damage cannot be determined, the group riding the bus at the time of the incident will make restitution for the damage.
- c. Each group is expected to clean up its bus upon return from a trip.



X. Appeal Process

The Appeal Process recognizes the rights of the individual since it outlines his/her recourse in the event he/she feels a wrong decision has been made. The Appeal Process steps outlined hereafter is the procedure for a student and his/her parent(s) to follow in appealing decisions relating to eligibility. It should be understood that students and parents will be expected to follow the Appeal Process steps in the event legal action should be initiated at some later date.

1. After a ruling of ineligibility resulting in suspension from activities has been made, a student and/or his/her parent(s) may formally appeal the decision in writing to the Activities Director and/or Principal provided an appeal is received within 14 days from the first day such ineligibility shall take effect.
2. The Activities Director and/or Principal within three (3) days of receipt of such written appeal shall formalize the ineligibility decision in writing and send a letter by registered mail to the parent(s) outlining the specific details relating to (a) violation or infraction, (b) date of violation or infraction, (c) period of suspension and (d) any other pertinent information.
3. After an appeal has been received and the school's formal reply mailed to the parent(s), a date for hearing will be established by the Activities Director, that will include the Principal, a head coach (one that is not directly related to the student), an advisor (one that is not directly related to the student), and a teacher of the student's choice with such date no later than seven (7) days after receipt of the written appeal of the student and his/her parent(s). Present at the hearing, in addition to the above mentioned, shall be the student and the parents.
 - a. The student will be provided with an opportunity to testify and present other evidence on his/her behalf at the hearing.
 - b. The NHS Administration will be provided with an opportunity to testify and present other evidence at the hearing.
 - c. Proceedings of the hearing, including the decision, will be put in writing, and a copy of these proceedings will be mailed to the student and his/her parents(s) within five (5) days of the hearing.
 - d. Confidentiality of student witnesses and/or statements will be retained throughout the hearing.
 - e. When determining the length of suspension/penalties, the appeal committee members will be held to the covenants of the WIAA and the NHS Co-Curricular Code.
4. If the student and his/her parent(s) are not satisfied with the findings of the hearing, a second hearing may be requested before the District Administer. The Activities Director and/or Principal must receive in writing a request for such a second hearing before the District Administrator within 14 days of the mailing of the outcome of the

original hearing. Present at this second hearing will be: Activities Director, Principal or appeal committee designee, the student, and the parents.

- a. The student will be provided with an opportunity to testify and present other evidence on his/her behalf at the hearing.
 - b. The NHS Administration will be provided with an opportunity to testify and present other evidence at the hearing.
 - c. Proceedings of the hearing, including the decision, will be put in writing, and a copy of these proceedings will be mailed to the student and his/her parents(s) within five (5) days of the hearing.
 - d. Confidentiality of student witnesses and/or statements will be retained throughout the hearing.
 - e. When determining the length of suspension/penalties, the appeal committee members will be held to the covenants of the WIAA and the NHS Co-Curricular Code.
6. FOR ATHLETICS ONLY: If the student and his/her parent(s) remain dissatisfied with the findings of the second hearing, a review by the Executive Office of the Wisconsin Interscholastic Athletic Association may be requested through the school. The Activities Director or Principal must receive in writing a request for such a review by the Executive Office of the WIAA within 14 days of the mailing of the outcome of the second hearing. The Activities Director or Principal, in forwarding the appeal letter of the student and his/her parents to the Executive Office of the WIAA, shall also enclose a copy of the (a) original appeal letter from the student and parent(s), (b) school's formal reply outlining violation or infraction leading to ineligibility status, and(c) proceedings of both hearings.
- a. The Executive Office of the WIAA will inform the Activities Director or Principal of the school of its review within seven (7) days after receiving from the school the written appeal of the student and his/her parent(s).
 - b. The student and his/her parent(s) will be mailed a copy of the review from the Executive Office of the WIAA.
7. FOR ATHLETICS ONLY: If the student and his/her parent(s) remain dissatisfied with the finding of the review by the Executive Office of the WIAA, they may appeal in writing through the school for either a review by or a hearing before the Board of Control of the Wisconsin Interscholastic Athletic Association through the Executive Office of the WIAA. The Activities Director or Principal must receive the written request for such a review or hearing within 14 days of the mailing of the review by the Executive Office of the WIAA.

XI. Athletic Awards

Guidelines used in giving athletic awards follow:

1. An athlete is considered to be a member of his/her squad until the time of award presentations for the sport of that season. Violation of any of the rules or regulations of the Athletic Code could result in the loss of all awards for the sports season.
2. When receiving a major letter, an athlete will receive a maximum of one (1) letter during his/her school career.
3. Numerals will be given to all first time participants in all sports.
4. Certificates will be given to all participants in all sports
5. Inserts (bars, football, etc.) are given to every major letter winner.
6. Three plaques will be awarded in each sport at the discretion of the Head Coach, i.e., most improved, most valuable, best offensive and defensive player, leading rebounder and most points.
7. A picture and plaque indicating achievement will be placed in the “*Hall of Fame*” case of individual athletes recognized as State Champion, and First Team All-State selection, and/or State Championship Teams.
8. The requirements and qualifications to earn a Varsity letter will be determined by each individual Head Coach. Generally, letters are awarded on the basis of participation in Varsity contests, participation in practice, cooperation, loyalty, and performance.

XII. Nekoosa Public School District Nondiscrimination Policy

The Nekoosa Public School District does not discriminate against pupils on the basis of sex, race, 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, color, national origin, sex, or handicap.

Board Approved (June 2006)
Revised (August 2007)

**Nekoosa High School Co-Curricular Code
Participant – Parent Acknowledgement Signature Form**

Participant:

I hereby acknowledge that I have read the Nekoosa High School Co-Curricular Code and understand the rules and penalties for infraction of the rules as stated in the Code. I hereby agree to abide by these rules and regulations.

Participant's Signature

Grade

Date

Parent/Guardian:

I hereby acknowledge, as the parent or guardian of _____, that I have read the Co-Curricular Code and understand the rules and penalties for infraction of the rules as stated in the Code.

Parent/Guardian's Signature

Date