NEW LISBON SCHOOL DISTRICT MISSION STATEMENT

The School District of New Lisbon recognizes and appreciates the differences within our society and understands that students come to school with a diversity of backgrounds. Consequently, the Board of Education, Administration, Faculty, Community, and Staff believe that the educational experience should provide each student an opportunity to develop academically, technologically, physically, emotionally, and socially. In order to achieve that end, the school environment will provide a safe, healthful learning atmosphere that nurtures responsibility and self-worth and celebrates intellectual development within our students.

NEW LISBON CO-CURRICULAR PHILOSOPHY

Students participating in a school board sponsored co-curricular activity in grades 6-12 have certain responsibilities. It is a privilege, not a right, as a registered, eligible student in the New Lisbon School District to participate in co-curricular activities. Because it is a privilege, participation in co-curricular activities carries with it certain responsibilities and expectations that promote growth toward becoming a responsible member of society.

The New Lisbon community expects participants to be a credit to themselves, their family, their school, and their community. As such, all participants must abide by all rules and responsibilities at all times (24 hours a day/365 days per year) in order to continue participating in co-curricular activities.

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

Parents/guardians have a responsibility to cooperate with the school district in assuring that the student will comply with the rules and standards of the co-curricular program.

PURPOSE

The purpose of the New Lisbon 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.

Parents/Guardians of students involved in athletic programs are required to attend fall, winter or spring informational meetings.

W.I.A.A.

Students participating in interscholastic athletics must also abide by the specific rules of eligibility as stipulated by the Wisconsin Interscholastic Athletic Association. (www.wiaawi.org)

DEFINITION OF CO-CURRICULAR ACTIVITIES

Co-curricular activities include any school-related, organized activity that is offered outside of academic class requirements. Co-curricular activities are divided into two distinct categories, each of which will be explained in the sections that follow. School district policies and school rules govern all student activities. In addition, each category has unique rules and expectations, which regulate participation. Suspensions will be cumulative over a participant's high school career.
GOALS OF CO-CURRICULAR ACTIVITY PARTICIPATION

The co-curricular activity program is an important part of the educational experience. It provides opportunities for learning experiences difficult to duplicate in regular school activities. Co-curricular participation has the following major objectives:

• 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 help students learn good habits of health, personal hygiene, and safety.
• To provide activities that help to create school unity.
• 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 students with opportunities for competition.
• To provide students with opportunities to place the unit, team, squad, class, and school above personal desires.

TRANSPORTATION TO SCHOOL ACTIVITIES

The school will provide transportation to school activities for co-curricular participants. At the discretion of the coach, participants will ride the school transportation to and from the activity. The only exception is to have a parent/guardian write a request or contact the coach directly for approval to have their child ride home with them.

STATEMENT OF RISK

All athletic programs involve some contact. Consequently, athletes may be at risk for serious injuries. Although the Board of Education and the New Lisbon School District endeavor to operate athletic activities in a safe manner, it is impossible to eliminate risks associated with physical activity and/or sports. Therefore, parents and athletes should consider these risks carefully before deciding to participate in interscholastic athletic activities. NOTE: New Lisbon School District does not carry any insurance policies for an individual student-athlete.

ATTENDANCE

Unless excused, a participant must be in school for the entire day in order to participate in that day's practice or event. Participants with an unexcused absence during any part of a school day following an event will be ineligible to participate in that evening's practice or event. Illness is considered an unexcused absence when pertaining to participation in a practice or event. Any participant with an unexcused absence for any period of time during a school day is ineligible to participate in that day's practice or event. Unless there are extenuating circumstances, as determined by the principal, a student is required to be in class the entire day after an athletic contest. Furthermore, a student-athlete that is tardy at the beginning of a school day will be required to serve an after school detention before attending practice or event. This is in effect for two tardies, the third tardy and any subsequent tardy thereafter of an athletic season would mean that the student-athlete is ineligible to attend practice or an event that day. To participate in a contest, event, or practice held on a school day a student must be in attendance during the entire day, unless absent due to the following:
A. A school-sponsored trip.
B. A medical appointment. NOTE: The student-athlete must present a note of verification of the appointment.
C. A prearranged legal excuse.
D. An emergency (determined by the High School Principal).

SUSPENSION/EXPULSION FROM SCHOOL

Any athlete who is suspended or expelled from school shall be ineligible for all athletic participation including practices during the period of suspension or expulsion. Anytime an athlete is suspended, in-school or out of school, they are automatically ineligible for their next athletic event, regardless of which sport season the suspension is handed out.

DETENTIONS

Any detention administered by faculty or administration must be served by the student before they can participate in practice or a contest. The detention will be 30 minutes in length. The detention will be served at the discretion of the person administering the detention.

ACADEMIC ELIGIBILITY

Eligibility requirements shall commence upon initial enrollment in the first co-curricular activity. In order to be academically eligible for co-curricular activities, a participant must satisfy district, DPI, and if applicable, W.I.A.A. requirements defining a full-time student.

Student-athletes shall become scholastically ineligible in the following way:

a. Earn a failing grade in one or more classes in any 9 week grading period. (A failing grade in any course-9 week grading period will constitute ONE failing grade.)

The high school administration reserves the right to void eligibility requirements in special situations. The participant, his/her parent/guardian, athletic director, and the coach must schedule a meeting with the administration in such instances.

SCHOLASTIC REQUIREMENTS

High School

1. All participants must comply with all of the W.I.A.A requirements.
2. A minimum of 4 classes must be carried by all participants.
3. Students receiving an F in any one class will be ineligible for athletic participation for the following number of contest dates:

<table>
<thead>
<tr>
<th>Games</th>
<th>Suspension</th>
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<tbody>
<tr>
<td>8 games or less</td>
<td>1 contest date suspension</td>
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<tr>
<td>9-14 games</td>
<td>2 contest date suspension</td>
</tr>
<tr>
<td>15-19 games</td>
<td>3 contest date suspension</td>
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<tr>
<td>20-24 games</td>
<td>4 contest date suspension</td>
</tr>
<tr>
<td>25 or more games</td>
<td>5 contest date suspension</td>
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4. Students receiving 2 F’s in any 2 different classes will be held to the W.I.A.A. minimum ineligible guidelines.
5. Ineligibility is calculated on grades received at the end of every nine weeks grading period.
6. During the period of ineligibility the student may continue to participate in practices.
7. At the end of the suspension, the athletes are placed on academic probation for the remainder of the grading period they were suspended for. During this probationary period, athletes will be required to go to the high school office and get a game day signed by an approved office personnel. If an F is indicated as the athlete’s grade, they will then be ineligible for athletic participation.
8. All incoming freshmen that are out for a fall sport that received an F on their report card for the last quarter of their 8th grade year, will start the year on probation for the entire 1st nine week grading period. During this probationary period, athletes will be required to go to the high school office and get a game day signed by an approved office personnel. If an F is indicated as the athlete’s grade, they will then be ineligible for athletic participation.

Junior High

In order to make school academic policies for eligibility equal, taking into consideration the Junior High’s divided sports schedule, the following rules apply to all athletes:

• Game Day Sheets must be completed and signed by the student's teachers on the first school day (usually Monday) of a competition week.

• A student is eligible for competition if they are passing all of their classes.

• A student receiving an “F” on their Game Day Sheet is automatically ineligible for the next contest. During the period of ineligibility the student will continue to participate in practices.

• On weeks where there is multiple contests a failing student may raise their grade above failing to become eligible after sitting the required one game. If the student does not raise their grade by the second game of the week they are ineligible for the remainder of the week.

• If a student is ill on the day the Game Day Sheets are signed and turned in they must get it signed when they return to school.

• If there is a substitute teacher the athlete must go to the Athletic Director to get their Game Day Sheet signed.

NOTE: A participant must be academically eligible to participate before they may start serving a code of conduct violation.

PARTICIPANT INJURIES

• Any participant who is injured during a practice or event must report the injury immediately to the coach/advisor, who will refer him/her to the Licensed Athletic Trainer. The LAT has the final say on the participant's return unless a physician is seen.

• If the injury requires a physician's care, an accident report must be filed by the coach/advisor with the activities office and a physician’s permission to return letter must be presented before the participant is allowed to return.

• Should an injury be discovered after the athlete has returned home, the coach/advisor should be contacted as soon as possible.

• In the event of any serious injury during a practice or event, the nearest emergency medical service will be obtained.
EQUIPMENT

It is expected that participants will take excellent care of their equipment. Each participant is responsible for the school equipment issued. The participant is financially responsible for all lost, misplaced or stolen equipment. Each participant will be responsible for the return of the original equipment issued. Substitutions will not be allowed.

- School equipment and/or uniforms may be worn on the day of the athletic event during school hours as directed by the head coach. It may not be worn during any physical education classes or any other period of exercise outside the time required for practice sessions and/or game situations.
- A participant will not be allowed to participate in another activity until he/she has either returned or paid for all equipment that was issued to him/her.

PRE-SEASON MEETING

This code shall be distributed in the New Lisbon High School Student Handbook as well as made available to each participant during the specific activities’ pre-season meeting or on the first day that he/she reports for a co-curricular activity. Copies shall be placed on file with the activity director and/or principal. Participants should read all items and ask for clarification from the coach or advisor of any items not understood.

- Parental/guardian attendance at pre-season meetings is critical and involvement throughout the season is encouraged.

ADMINISTRATIVE SUSPENSION

Participants representing the New Lisbon School District by their involvement in the activities program are expected to be law-abiding students. A participant is expected to follow school rules and policies applicable to all students. An administrative suspension or dismissal from participation may be administered by New Lisbon administration for actions such as:

- Flagrant violation of attendance, behavior, or safety rules.
- Vandalism or theft involving property of the New Lisbon School District or other school districts.
- Gross misconduct, acts of violence, vandalism or theft outside of school jurisdiction.

CODE VIOLATIONS

All violations will be enforceable for the student-athlete’s career on a year-round basis. Any information or evidence considered to be relevant, valid, and accurate by any person(s) reviewing a particular alleged violation shall be considered. Parties who provide anonymous information will be asked to provide specific names, dates, times, and infractions. If hearsay evidence cannot be substantiated on the basis of subsequent investigation, it will be treated as rumor.

CATEGORY 1 – ATHLETICS

Interscholastic athletics are governed by the New Lisbon School District co-curricular code and the Wisconsin Interscholastic Athletic Association (W.I.A.A.). The W.I.A.A. is a voluntary, incorporated, and nonprofit organization located in Stevens Point, Wisconsin. All public high schools in the State of Wisconsin with interscholastic athletic programs are members. The W.I.A.A. prohibits the use of tobacco, alcoholic beverages, and the use of controlled substances when a student is a participant or would-be participant in athletics and cheerleading or related endeavors such as managers:
Category 1 Activities Include:

**Fall:**
- Boys – Football, Cross Country
- Girls – Volleyball, Cross Country

**Winter:**
- Boys – Basketball, Wrestling
- Girls – Basketball, Wrestling

**Spring:**
- Boys – Baseball, Track
- Girls – Softball, Track

**CATEGORY 1 ACTIVITIES - DISCIPLINARY ACTIONS**

Participants will be suspended from all Category 1 activities in which they are involved at the time of the suspension or their next activity season if they are not currently out for an activity. The participants of the above-mentioned activities will refrain from the use of alcoholic beverages, controlled substances or tobacco in any form. Use, possession, buying, or selling of: drugs, alcohol, tobacco products, inhalants, other illicit substances, or their look-alikes is prohibited. Willful representation of the use, possession, buying or selling of illegal substances and misuse of over-the-counter or prescription medications is also prohibited. The student who indulges in or who is in possession of alcohol, controlled substances, or tobacco will have the following penalty:

1. **First Offense**
   a. Suspension from participation in 25% of contests scheduled.
   b. Student must meet with a member of the Pupil Services Team for an AODA assessment before returning to competition.
   c. 4 hours of administrator or athletic director approved community service
   d. Presentation to an elementary classroom.

2. **Second Offense**
   a. Suspension from participation in 50% of contests scheduled.
   b. The student must meet with a member of the Pupil Services Team for an AODA assessment before returning to competition. The student will only be able to return to competition after the suspension time has been served and the assessment has been completed. The student must supply the school with the results of the assessment.
   c. 8 hours of administrator or athletic director approved community service

3. **Third Offense**
   a. Suspension from participation in all Category I Activities for one (1) calendar year.

4. **Subsequent Offenses**
   a. Student will be referred to the Pupil Services Team to determine future opportunities to participate.

**NOTE:** The student-athlete serving a code violation must complete the athletic season for the code violation to be considered served. A student-athlete that quits or is removed from a sport must serve the contest ineligibility portion of the code violation in the next sport they participate in.

**CATEGORY 2 – COMPETITIVE, LEADERSHIP, & PUBLIC RECOGNITION ACTIVITIES**

Activities that are competitive in nature or which may include tryouts, as well as activities that have as their membership representatives elected or appointed to positions of leadership and public recognition, are governed by the same code requirements as interscholastic athletics and any applicable national or written club rules.
Category 2 activities include, but are not limited to, the following: All Class Officers, Forensics, Madrigal Singers, Musical, NHS, Play, and Student Council.

**CATEGORY 2 ACTIVITIES - DISCIPLINARY ACTIONS**

Participants will be suspended from all Category 2 activities in which they are involved at the time of the suspension.

1. **First Offense** – The participant will be suspended from one event, the definition of which shall be determined by the advisor and building principal, the student will meet with a member of the Pupil Services Team for an AODA assessment and serve four hours of community service.

2. **Second Offense** – The participant will be suspended from two events and the student must meet with a member of the Pupil Services Team for an AODA assessment before returning to competition and serve eight hours of community service. The student will only be able to return to competition after the suspension time has been served and the assessment has been completed. The student must supply the school with the results of the assessment.

2. **Third Offense** – The participant will be suspended one calendar year (twelve months from the date of the offense).

3. **Subsequent Offenses** – The student will be referred to the Pupil Services Team to determine future opportunities to participate.

**PROVE INNOCENCE CLAUSE – FOR POTENTIAL AODA OFFENDERS RESPONSIBLE TO THE CODE**

If a participant is at a gathering where alcohol or other illegal drugs are present or introduced, he/she must leave immediately upon gaining knowledge of the presence of the substances. If the police are summoned and the participant is inadvertently detained while in the act of leaving under the aforementioned conditions, it will be the student's responsibility to provide the burden of proof that they did not consume any alcohol or other illegal substances. If such proof is presented and verified, no suspension will be applied.

**HOSTING A PARTY**

Any person who has a gathering at their home/property where alcohol or drugs are being used will be given a penalty at the next highest level above the level they would normally be suspended. Example: If a student hosts a party and it is their first violation, since the party was at their home/property they would be given a violation as their second offense. NOTE: A student who hosts a party may not use the honesty penalty reduction.

**HONESTY PENALTY REDUCTION**

Students in Category I activities who turn themselves in to school authorities and/or their head coach, prior to the school obtaining any information, and who do not attempt to deceive or mislead school officials, shall receive a one contest suspension from Category I activities. Any student involved in a co-curricular code violation for which there is a police report or involvement of a police department may not self-refer under this honesty reduction. A student will receive this penalty reduction only once during their high school career and it must be used in connection with the first violation. The student has 48 hours to self-refer themselves from the time of the incident. If a student is confronted or questioned about a possible code violation and has been found to have lied or mislead the athletic director or building principal, the offense step will double.
IMPACT OF QUIT/REMOVAL

A student who is dropped from one athletic activity for disciplinary reasons shall be ineligible to participate in another activity during that season.

A student who quits a seasonal athletic activity shall be ineligible to participate in another activity during that season, unless he/she receives consent from the coaches involved. This does not apply if the activity meets all year or if a student is cut from a team. If eligibility is denied by a coach, the coach will meet with the administrative team to justify their position.

SIMULTANEOUS CATEGORY I/CATEGORY II CONSEQUENCES

Participants may participate in simultaneous activities; however, if a participant incurs a violation, he/she shall be suspended according to the code of conduct for both activities (Ex: Football and Student Council). Furthermore, if a student is serving a code of conduct suspension and the suspension is not completed during the immediate sports season the suspension will carry over to the next sports season of participation.

SPECIAL AWARDS RESTRICTION

Participants who violate the code of conduct will be ineligible for any special awards during the season of participation as well as any season in which the suspension is served. No student with a Code of Conduct violation may be nominated for any special end of season award. This shall include, but not be limited to, MVP, MIP, Coaches’ Award, Captain, Letter Winners, All-Conference, All-Area, and All-State.

REGARDING ESTABLISHMENTS

Point of Clarification: Presence in bars or attendance at parties where drinking of alcoholic beverages or use of illegal drugs is occurring is prohibited. This rule is not meant to include presence in an establishment that is primarily an eating-place or presence in such places with parents, or to prevent being employed at such places. It also is not meant to include presence in places like golf courses or bowling alleys where alcoholic beverages are served. Participants should avoid placing themselves in situations where their guilt or innocence is questioned.

WEDDINGS/REUNIONS/ETC.

Participants are not prohibited from attending weddings, reunions, anniversaries or other ceremonial functions where alcohol is served, but they may not consume alcohol or be in possession of alcoholic beverages even though they have parental permission. Parental/guardian permission does not override the provisions of this code.

W.I.A.A. NON-SCHOOL PARTICIPATION RULES

W.I.A.A. regulations state that a student owes loyalty and allegiance to the school and team of which he/she is a member during the season of a given sport. A student becomes ineligible in a sport for the remainder of the season for competing in a non-school game, meet, or contest in the same sport during the season of practice and competition established by the school and under W.I.A.A. provisions and rules.

TECHNOLOGY AND VIOLATIONS (Social Media Clause)

Students are responsible for information in written or electronic transmission (i.e. texts, e-mail) and any information posted on a public domain (i.e. internet, chat rooms, Facebook, You Tube). Students are not precluded from participation in such social network sites or technology; however, any student that is identified on a social networking site which depicts illegal, inappropriate behavior, or presents one-self improperly in social media may be considered in violation with the co-curricular code.
CONDUCT UNBECOMING OF AN ATHLETE

Discipline measures which may involve suspensions for a violation unbecoming of an athlete and not specifically covered by the Code of Conduct, student handbook, or W.I.A.A. policy, or other activity governing body may be determined by the activity board or the Athletic Director directly.

PENALTY FOR CONDUCT UNBECOMING AN ATHLETE

The Athletic Director, administration, or the Activity Board can issue one of the following penalties:

1. No practice or no-contest suspension.
2. A one-contest suspension or five days of ineligibility from practices or contests.
3. A two-contest suspension or 10 days of ineligibility from practices or contests.

ACTIVITY BOARD: The Activity Board may deal with any disciplinary items not specifically covered in the Code of Conduct, student handbook, or W.I.A.A. policy, or other activity governing body at the discretion of the Athletic Director and/or Principal. The Activity Board shall consist of members appointed by the Athletic Director and/or Principal.

1. New Lisbon Principal
2. Two faculty members
3. One head coach
4. One assistant coach
5. The District Administrator or his/her designee (This person may vote only in the event of a tie)

The Hearing: If it is determined that an activities board is needed to hear a case, the Athletic Director/Principal may call a hearing of the activities board after the investigation of a case has been completed and it has been determined by the Athletic Director that a violation has occurred. At the hearing, the Activities Board will hear all evidence collected in the investigation. The Athletic Director will present the information using a neutral format (by not using the involved participant(s) name(s). Once all information has been disseminated (in both written and oral form), the Athletic Director will leave the hearing so the Activities Board can make its decision.

APPEAL PROCESS

In the event of disciplinary action, students will be offered due process, along with the ability to appeal decisions as follows: NOTE: The athlete is allowed one appeal during their high school career and they are considered ineligible for practice and contests during the appeal process.

Step 1 Any person wishing to appeal a decision regarding application of the athletic code shall make that appeal directly to the Athletic Director and High School Principal. An appeal meeting will commence within 48 hours or 2 school/business days of written notice from the student or their representative.

Step 2 If the appeal is not resolved through the Athletic Director and High School Principal the student’s appeal then moves to The Activity Board. **The Activity Board can be used to resolve an appeal if it is felt this is the best due process. The person(s) making the appeal may request the Activity Board as a consideration.** The New Lisbon School District administration would decide the appropriate appeal process to be used.

Step 3 If the appeal is not resolved through the Activity Board, Athletic Director, and High School Principal, the student may appeal the decision directly with the District Administrator. This appeal shall take place within 48 hours or 2 school/business days of written notice from the student or their representative.
**At the Appeals Hearing:**

1. The Athletic Director will present the evidence for the basis of the code violation that applies in the case.
2. The student and representatives will be provided with an opportunity to testify and present other evidence on his/her behalf at the hearing.
3. After hearing all testimony from the appealing party and Athletic Director, the Activity Board must resolve the appeal by doing one of the following:
   a. Uphold the original penalty issued by the Athletic Director.
   b. Modify the original penalty issued by the Athletic Director.
   c. Nullify the original penalty issued by the Athletic Director.
4. The Activity Board will communicate the decision in writing to the Athletic Director within 24 hours of the hearing.
5. The Athletic Director or HS Principal will communicate the decision via phone call and will be put in writing and placed in the student’s incident file in the Athletic Director’s office.

**DISCLAIMER**

This guideline attempts to present a simplified summary of the regulations of the W.I.A.A., the Scenic Bluffs Conference, and the New Lisbon School District. A guideline of this kind cannot cover every possibility. Should questions arise, the participant and/or parent/guardian should consult the coach/advisor or activity director.

Any situation or problem that may arise that is not specifically covered above may be reviewed by the high school administration for possible action. Coaches/advisors may adopt appropriate rules and disciplinary action for violations of their activity rules; however, these rules must not be in conflict with the code of conduct and must be approved by the building administration.

**EXPECTATION OF CONTEST PARTICIPATION**

The School District of New Lisbon understands that co-curricular activities can and do hold an important place in the educational experience of those students who choose to become involved. The different levels at which students participate (i.e., junior high, c-squad, junior varsity, and varsity) are separate and distinct from each other, but at the same time connected by a common thread of learning experiences. Each competition level will teach the importance of being a member of a team while at the same time stressing the importance of valuing the individuals who make up the team.

The following summary further describes the expectations of the various levels:

**Junior High School athletics** will be for participation and learning. This is a time for young athletes to learn the game and to start to develop an understanding of what is required in being a member of a team. Under the direction of the varsity coaches, who oversee individual programs, fundamentals that enhance the entire program will be stressed. Participation will be encouraged, and to the degree possible, be equal for all. Winning, while a nice reward, is not regarded as a measure of success.

**C-squad athletic teams** will stress learning, understanding the game, and team play. This is a time for athletes to begin to hone their abilities and skills while at the same time developing an understanding of the levels of competition at the high school where cuts will be made if necessary. Under the direction of the varsity coach, a greater emphasis will be placed on developing the ability of each athlete to contribute to the team as a whole. Participation will be encouraged and used to increase the abilities of both the individual and the team. Winning, again a nice reward, will hold more importance but will not be the most important measure of the success of the team. Coaches will work with their individual athletes to point out areas that should be developed during the off-season so that these young athletes can continue to build skills that will allow them to advance to the next level of competition.
Junior varsity athletic teams will use the skills that have been attained in order to prepare the athletes for varsity level competition. At this level, the importance of the team working together to achieve the goals the coach/team has established will be stressed. Winning will gain in importance as the athletes begin to understand the common goals that bind a team together. The varsity coach will work with the junior varsity coach to assure the athletes are working on skills that will enhance the program’s goals. Once again coaches will work with the individual athletes, pointing out skills that need to continue to be worked on in the off-season so that the opportunity of advancing to the varsity level of competition is there.

Varsity athletic teams are the culmination of any sports program. At this level, the importance of winning instead of participation becomes a significant component of competition. To that end, the varsity coach is entrusted with the responsibility of building a team that performs to the highest level possible. The coach’s responsibility also extends to include making each player understand his/her role on the team and the importance of that role no matter how large or small.