

BANGOR HIGH SCHOOL CO-CURRICULAR CODE

Updated 7/17/2019

Mission Statement

Bangor High School Co-Curricular programs are intended to enrich the lives of the student participants. The programs are intended to foster emotional, intellectual, and physical growth through student learning and development.

Statement of Philosophy

Co-curricular activities at Bangor High School are an integral part of the total educational program. Participation in co-curricular activities will be an enriching and healthful experience. Participation in co-curricular activities at Bangor High School is not a right, but a privilege that carries certain responsibilities for the student, the organization, the school, and the community.

Co-Curricular Program Goals

- Provide opportunities for students to learn new skills.
- Provide opportunities for students to develop responsibility, leadership, and skills of competition.
- Serve the various needs and interests of the district's students.
- Provide opportunities for students to showcase their talents and abilities.
- Provide opportunities to exemplify good sportsmanship and positive behavior.
- Provide a means of entertainment for the community.
- Provide the community identification and pride in their school.

Co-Curricular Groupings

Group A

Football
Cross Country
Volleyball
Boy's Basketball
Girl's Basketball
Wrestling
Boy's Hockey
Girl's Hockey
Baseball
Softball
Track
Cheerleading
Gymnastics

Group B

F.F.A.
Academic Decathlon
Quiz Bowl
Forensics
Student Council
National Honor Society
Musical/Drama
Jazz Choir
Jazz Band
Odyssey of the Mind
Color Guard
Math Team
FCCLA

Applicable Codes of Conduct

Group A

WIAA Codes
Bangor High School
Co-Curricular Code

Group B

State Organization Codes
Bangor High School
Co-Curricular Code

Eligibility Guidelines

Group A

- All students must meet the rules of eligibility requirements as spelled out by the WIAA Senior High Handbook.
- A student must not have reached the age of 19 before August 1 of each school year.
- A student cannot participate for more than eight semesters.
- A student must hold amateur status in all WIAA recognized sports in order to compete in any sport.
- A student must meet school and DPI requirements defining a full-time student and have received no more than one failing (including incompletes) in the most recent grading period.
- A student may not participate in a non-school game, contest, or meet in the same sport during the season of practice and competition established by the school.
- A student may not participate in any all-star competition.
- A student must have a current physical fitness examination on file with the school. This physical shall occur no less than every other school year, with April 1 the earliest date of examination.
- A student must have on file, a Medical Information Sheet on or before the first date of practice.
- A student must have on file, a Co-Curricular Code of Conduct signature card on or before the first date of practice.

Group B

- All students must meet the rules of eligibility requirements as spelled out by the governing organizations of specific activities.
- A student must have on file, a Medical Information Sheet on or before the first date of practice.
- A student must have on file, a Co-Curricular Code of Conduct signature card on or before the first date of practice.

Academics

A student's primary responsibility is academic achievement. Academic achievement should be the primary concern of the student participants. The following standards shall apply to all students in grades nine through twelve. The guidelines are applicable to all activities governed by this co-curricular code.

Group A

Section 1

- All students are expected to be registered for at least six course hours of work each semester.

- Any student who receives a failing grade at the end of the most recent nine week grading period will be ineligible for twenty (20) percent of the scheduled contests of the activity in which the student is participating.
- “Scheduled contests” is defined as all regular season contests for that activity, plus one. (Any fraction of a contest as part of the penalty will be rounded up to the next whole contest.)
- While academically ineligible, the student will be required to participate in all practices and attend all contests as an active member of the team/group for the suspension to be fulfilled. (Coaches shall be a part of the discussion concerning participation.)

Section 2

- Any student who receives two failing grades in the most recent nine week grading period will be ineligible for fifty (50) percent of the scheduled contests of the activity in which the student is participating.
- While academically ineligible, the student will be required to participate in all practices and attend all contests as an active member of the team/group for the suspension to be fulfilled. (Coaches shall be a part of the discussion concerning participation.)
- Any student who receives three or more failing grades in the most recent nine week grading period will be ineligible to participate in any co-curricular activities governed by this code for the next nine week grading period.

Group B

Section 1

- All students are expected to be registered for at least six course hours of work each semester.
- Any student who receives a failing grade at the end of the most recent nine week grading period will be placed on fifteen (15) days of academic probation. The student will be eligible for all practices and competitions/events during this probation period. On the fifteenth day of the probation a student must be passing all classes in which they are enrolled. If, at that time, the student is receiving a failing grade in **any** class they will be ineligible for the remainder of that grading period.
- While academically ineligible, participation in practices and attendance at contests will be at the discretion of the parents/guardians and the student participant. (Advisors shall be a part of the discussion concerning participation.)

Section 2

- Any student who receives two or more failing grades in the most recent nine week grading period will be ineligible to participate in any co-curricular activities governed by this code for the next nine week grading period.
- While academically ineligible, participation in practices and attendance at contests will be at the discretion of the parents/guardians and the student participant. (Advisors shall be a part of the discussion concerning participation.)
- Any student that is declared ineligible for at least one postseason contest will be ineligible for all remaining postseason contests for that sport/activity.

Attendance

A co-curricular participant must be in attendance the FULL DAY in order to be eligible to participate that day. This includes the entire 1st hour of the day. Expectations to this rule, however not a complete list, would include: School sponsored activities, family emergencies, medical appointments provided with documentation, and/or others at the administrations discretion. Unexcused absences WILL NOT be tolerated. A participant suspended or expelled from school shall be barred from participation in co-curricular activities during that time.

All co-curricular participants are required to attend school for the second half of the day in order to practice that day. A half-day of attendance is defined as the start of 5th period through the end of 8th period.

Any student that has an unexcused absence for any part of a school day on the day of an event will be ineligible to compete in the event that day.

Unless there are extenuating circumstances, as determined by the principal, all students are expected to be in school at the start of the school day the day following an event. If a participant is not at school at the start of the school day more than three times on the day following an event, the participant will miss half of the next scheduled contest. Each subsequent absence will result in missing half of the next contest.

Code Violations

Process for Investigating Code Violations

The following steps will be in place for reporting and investigating any code violations.

The following may make a report of a code violation:

- Self-Referral by the offending individual
- Coaches, advisors, teachers, administrator, or law enforcement officials may report an infraction in writing at anytime.
- Any person from the public may make a report of an infraction provided the report is in writing and the person making the report is willing to speak with the Activities Director and/or Principal.

Once the Activities Director has received a report of a violation an investigation will occur. The Activities Director shall notify the accused student and his/her parents/guardians and offer them the opportunity to meet. This notification shall occur within two school days of the report of the infraction. Any meeting shall be held no later than five days after notification has been made to the student and parents/guardians. If the infraction occurs during a vacation period, the notification shall be made within ten calendar days and the meeting shall be held within fifteen calendar days.

After the Activities Director has heard all of the evidence and has completed the investigation, a decision will be made and, if necessary, consequences will be enforced. The decision of the Activities Director will be made in writing to the student and parents/guardians within three school days of the decision. The Activities Director will also meet with the student, discuss the consequences, discuss the appeal process, offer information about the assessment program, and will have the student sign a letter of understanding.

Conduct Resulting in a Violation

- Use, possession, buying, and/or selling of drugs, tobacco,(nicotine based products: ie E-cigarettes or vaping products) and/or alcohol.
- Attendance at functions where alcohol, drugs and tobacco are illegally consumed. (The intent of the “presence at a party or gathering” is not to deny participation with adult family members in celebrations such as weddings, anniversaries or other family gatherings.) [1]
[SEP]
- Violations of the criminal code that result in conviction.
- In-School or Out-of-School Suspensions
- Conduct contrary to the ideals, principles, and standards of the school, the WIAA, and state governing organizations.

Guidelines for Conduct Violations

For Groups A and B

- In Sport/Activity Season Violation – suspension begins immediately upon discovery.
- Out of Sport/Activity Season Violation – suspension begins the first day of practice.
- A student who is suspended for a code violation for the first time will forfeit all conference, district, regional, and/or state awards and honors for the sport/activity during which the suspension was served. The student will still be eligible for school level awards such as letters and participation certificates.
- A student who is suspended for a code violation for the second and additional times will forfeit all school, conference, district, regional, and/or state awards and honors for the sport/activity during which the suspension was served.
- For athletics (Group A), suspension will be, at a minimum, based on the WIAA games allowed guidelines.
- For activities (Group B), students will be suspended for the full day of competition/performance/contest.
- Scrimmages will not count as part of the suspension.
- While serving a code violation suspension, the student will be required to participate in all practices and attend all contests as an active member of the team/group.
- A student, who is participating in more than one activity at the time of the suspension, will be suspended from all activities in which the student is participating.
- When a student misses a competition, performance, or contest during a season as a result of a code violation, they will be required to complete the season in good standing in order to fulfill their code violation.

Consequences for Violations

		Group A	Group B
Drug/Alcohol/Tobacco/ Street Drugs/Performance Enhancing Substances Offense Use/Possession/Buying Selling Or Violation of Criminal Code	1 st Offense	20% of the scheduled contests for the season in which the violation took place. (Any percentage not served will carry over into the next season of participation)	Suspension from all activities until 8 hour of approved school/community service has been completed. (These hours must be different than the hours required for graduation).
	2 nd Offense	100 % of the scheduled contests for the season in which the violation took place. (Any percentage not served will carry over into the next season of participation)	Suspension from all activities for a period of nine weeks from the time of discovery.
	3 rd Offense	Suspension from all sports for 12 months from the date of discovery.	Suspension from all activities for a 12 month period from the time of discovery.
	4 th Offense	Suspension from all sports for the rest of the student's high school career.	Suspension from all activities for the rest of the student's high school career.
Attendance at a Gathering with Illegal Substances Present While Not with a Parent/Guardian	1 st Offense	10% of the scheduled contests for the season in which the violation took place. (Any percentage not served will carry over into the next season of participation)	Suspension from all activities until 4 hour of approved school/community service has been completed. (These hours must be different than the hours required for graduation).

(Exceptions may be made after consultation by the Principal and Activities Director)	2 nd Offense	25% of the scheduled contests for the season in which the violation took place. (Any percentage not served will carry over into the next season of participation)	Suspension from all activities for a period of four weeks from the time of discovery.
	3 rd Offense	50% of the scheduled contests for the season in which the violation took place. (Any percentage not served will carry over into the next season of participation)	Suspension from all activities for a period of nine weeks from the time of discovery.
	4 th Offense	75% of the scheduled contests for the season in which the violation took place. (Any percentage not served will carry over into the next season of participation)	Suspension from all activities for a period of eighteen weeks from the time of discovery.
	5 th Offense	100% of the scheduled contests for the season in which the violation took place. (Any percentage not served will carry over into the next season of participation)	Suspension from all activities for a 12-month period from the time of discovery.
	6 th Offense	Suspension from all sports for the rest of the student's high school career.	Suspension from all activities for the rest of the student's high school career.
In-School Suspension Or Out-of School Suspension	Each Offense	Suspension from the next scheduled contest. If the student is not a participant in a sport at the time of the suspension, the consequence will be served in the next sport of participation.	Suspension from the next scheduled event/contest/activity. If the student is not a participant in an activity at the time of the suspension, the consequence will be served in the next activity of participation.
Conduct Contrary	Each Offense	Penalty to be decided upon after consultation between the coach, Activities Director, and the Principal	Penalty to be decided upon after consultation between the coach, Activities Director, and the Principal

***All code violations for Drug/Alcohol/Tobacco Use/Possession/Buying Selling or Violation of Criminal Code and Attendance at a Gathering are cumulative. For example, if a person has been suspended for a first violation for alcohol use and they are later found in attendance at a gathering, the consequences for the attendance violation would be at the 2nd offense level.**

Performance Enhancing Substances

The WIAA is against the use of anabolic-androgenic steroids and other performance enhancing substances (PES). Member schools shall devote time each year to positive programs, which highlight prevention and education of the risks, benefits and adverse effects of PES. Coaches, teachers, sports medicine staff and school administrators who ignore or encourage the use of PES, provide and/or sell PES to athletes (including indirect distribution through a third party) shall be subject to their own school's provisions regarding discipline. (WIAA Policy)

Self Referral Policy

Students who voluntarily report their own alcohol, drug, tobacco, or criminal violations to the Activities Director and/or Principal will have their resulting consequences reduced by 50%. The following guidelines will be followed for self-referral:

1. Must be made prior to any questioning done by the Activities Director or Administration.
2. The report must be done within 72 hours of the occurrence of the violation.
3. Can only be used for reduction of first time violations.

Assessment Program

Any student with a drug, alcohol, or tobacco violation will have the opportunity to reduce their consequence by enrolling in an approved assessment program. Any assessment program fees will be the responsibility of the student and his/her parents/guardians. Any student interested in enrolling in the assessment program may obtain information from the Activities Director.

Upon successful completion of the approved assessment program, the code violation will be reduced by fifty (50) percent. The assessment program may be used only once to reduce a code violation consequence.

Written verification of completion of the approved assessment program must be provided to the Activities Director upon completion of the program.

Appeal Procedure

Once a determination of a code violation resulting in a suspension has been made, the student and/or parents may make a formal appeal of the suspension. The appeal must be made to the Principal in writing and must be received in the Principal's office within five days of the determination of ineligibility. Students will **not** be allowed to compete during the appeal process.

The student will be given an opportunity to be heard by the Activities Director and Principal. The determination of the Activities Director and Principal, upon hearing from student and/or parents, will be submitted in writing within five (5) calendar days to the student/parents and Superintendent. If the Activity Director and Principal affirm the complaint; the offender may choose to appeal to the Superintendent of schools.

This appeal must be submitted to the Superintendent within five (5) calendar days of the date the building principal sends notification of the determination of the initial appeal. The appeal must be submitted in writing. The determination by the Superintendent shall be sent in writing within ten (10) calendar days from the date the appeal is received. If the person or persons appealing the first step wish to appeal the determination of the Superintendent, they shall follow the procedure set forth in the next step. The appeal process ends with the Superintendent.

****Note: This Co-Curricular Code will be in effect during the entire calendar year. Any violation(s) that take place in the summer or during non-school periods will have consequences to be applied to the next applicable season/participation period. Any violations during non-school times will be cumulative****

Travel

All co-curricular participants are required to ride school provided transportation to away contests. Participants may ride home with a parent or legal guardian provided a custodial parent or legal guardian has signed the Transportation Liability Waiver and approved sign-out form in the presence of a coach or advisor. Students are not allowed to ride home with anyone other than a parent or legal guardian unless the Activities Director or Principal has granted prior approval.

Sports Banquets

Each coach is required to hold a recognition banquet upon completion of the season. The sports banquets will be scheduled so as to not conflict with any other sport or co-curricular practices.

There will be participant dress code for the sport banquets to be determined by the coach. Jeans and t-shirts are prohibited attire at the sports banquets. The expectation is that each participant will dress neatly for the sports banquets.

Sportsmanship and Individual Sport Meetings

The sportsmanship and individual sport meetings are required for parents/guardians of any athletic participants. The sportsmanship meeting will be held first, followed by the individual sport meetings. Parents/guardians only need attend one sportsmanship meeting per school year.

The Sportsmanship and Individual Sport Meetings will be scheduled as follows:

August–

- Football
- Volleyball
- Boy's Cross Country
- Girl's Cross Country
- Cheerleading

November–

- Boy's Basketball
- Girl's Basketball
- Wrestling (Co-Op with West Salem – no sport meeting at Bangor)
- Hockey (Co-Op with West Salem and Onalaska – no sport meeting at Bangor)
- Gymnastics (Co-Op with West Salem – no sport meeting at Bangor)

March–

- Baseball
- Softball
- Girl's Track
- Boy's Track

Communication and Sportsmanship Procedures

Parenting and coaching or advising can be extremely difficult at times. An understanding of the roles and expectations of each of these positions will enhance the relationships of each to the other. Positive relationships between coaches, advisors, and parents will provide for positive experiences for the student participants and will be a great benefit for the children involved in the co-curricular activities offered at Bangor High School.

Research indicates that students who are involved in co-curricular activities have a greater chance of success in adulthood. A number of positive character traits are developed through a student's involvement. These include **leadership, communication, respect, integrity, sportsmanship, and teamwork**. The positive development of these characteristics is the ultimate goal of student participation in high school co-curricular activities.

At Bangor Middle/High School we expect parents to be positive supporters of their children's involvement in co-curricular activities. We expect that parents understand their role and expectations. We have a high expectation of sportsmanship. You are your son's and/or daughter's first role model. Your children emulate your behaviors and actions, and we expect that you be a positive role model for your sons and daughters.

We hope the information provided will enhance you and your child's experience in our co-curricular programs.

Parents can expect from Coaches/Advisors

- The philosophy of the coach/advisor
- Expectations the coach/advisor has for your child and the participants in the activity (rules, lettering requirements, etc)
- Locations and times of all practices, contests, and meetings
- Team/Organization/Club requirements (rules, fees, special equipment, off-season conditioning, etc)
- Procedures should your child be injured during participation
- Discipline that results in the denial of your child's participation

Coaches/advisors can expect from parents

- Concerns expressed directly to the coach/advisor in a respectful and professional manner.
- Respect as a person and professional
- Support for their time and effort
- Responsible communication efforts

Your child's involvement in BHS Activities will be a very rewarding experience. However, there will be times when things do not always go the way you or your child wishes. These rewards and difficult times are all part of the learning experience of participation.

Concerns appropriate for a parent to discuss with a coach/advisor

- Ways in which you can provide support
- Ways to help your child improve
- Concerns about your child's behavior

Coaches and advisors are professionals and are expected to act and make decisions as such. Our coaches and advisors are hired to make decisions about what they believe is best for all of the students involved. Depending on the level of participation, these decisions will be based on winning, participation time, ability, and effort, to name a few.

Issues not appropriate for a parent to discuss with a coach/advisor

- Playing time or participation level
- Team strategy or game planning

- Play calling or decision making
- Issues related to participants other than one's own child

As a parent part of your role is to encourage your child to discuss issues with their coaches and advisors. The ability to discuss concerns is a life skill and our students can learn valuable lessons by doing so with their coaches or advisors.

Conflict Resolution

There may be situations that require a conference between the coach/advisor and the parent(s). It is important that both parties have a clear understanding of the other's position. When these conferences become necessary, the following procedures should be followed to reach resolution.

- 1) **Never confront a coach before or after a contest or practice.**
- 2) Call the coach/advisor directly to set up an appointment at an agreed upon time.
- 3) **Do not send anonymous emails or letters.**
- 4) When the meeting is to be held the coach/advisor, the parent(s), and the student will all be present. It is important that all three be present to ensure all concerns are expressed and known to all parties
- 5) A written report of the meeting will be submitted by the coach/advisor to the Activities Director upon completion of the meeting.
- 6) The "chain of command" for conflict resolution is as follows: coach/advisor, activities director, principal, superintendent, school board. Please adhere to this procedure.

Administration and Board of Education

Bangor Board of Education

- Julie Meyers, President
- Paul Wuensch, Vice President
- Shelley Piske, Clerk
- Tina Mathison, Director
- Doug Servais, Director
- Joanie Wilcox, Director
- Lori Horstman, Treasurer

Bangor High School Administration

- Dave Laehn, District Administrator
- Rick Muellenberg, Principal
- Kevin Kravik, Activities Director

Phone and Email Contacts

- General District Number: 486-2331
- Middle/High School Office: 486-5200
- Kevin Kravik, Activities Director:
Phone - 486-5222 Email - kevkravik@bangorsd.net
- Rick Muellenberg, Principal:
Phone - 486-5201 Email – rmuellenberg@bangorsd.net
- Dave Laehn, District Administrator:
Phone - 486-5202 Email – dlaehn@bangorsd.net

Bangor High School Head Coaches and Advisors

Athletics

Football – Rick Muellenberg (ext. 201)
Volleyball – Brent Brigson (non-staff)
Girl's Cross Country – Deb Craig (ext. 257)
Boy's Cross Country – Deb Craig (ext. 257)
Cheerleading – Bethany Bright (non-staff)
Boy's Basketball – Jacob Pederson (ext. 242)
Girl's Basketball – Merlin Jones (non-staff)
Wrestling (Co-Op with West Salem)
Girls Hockey (Co-Op with Onalaska)
Boys Hockey (Co-Op with West Salem)
Gymnastics (Co-Op with West Salem)
Baseball – Todd Grant (ext. 238)
Softball – Dave Burritt (non-staff)
Girl's/Boy's Track – Kevin Kravik (222)

Activities

F.F.A – Rick Bierbrauer (ext. 241)
Academic Decathlon – Emily Schmitz (ext. 237) /Aimee Zucco (ext. 224)
Quiz Bowl – Sue Adams (ext. 239)
FCCLA – Molly Hundt (ext. 232)
Forensics – Aimee Zucco (ext. 224)
Student Council – Brooke Lueck (ext. 252)
Musical/Drama – Gwynne Mishler (ext. 277)
Jazz Band – Elissa Kinstler (ext. 225)
Jazz Choir – Brittany Thummel (ext. 235)
Odyssey of the Mind – Deb Gerke (ext. 275)
Math Team – Julie Theurer (ext. 223)
National Honor Society – Emily Schmitz (ext. 237)