

# Denmark High School

## Co-Curricular Code of Conduct



**Denmark School District**

450 N. Wall Street  
Denmark, WI 54208

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# **Denmark School District Co-Curricular Code of Conduct**

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## STATEMENT OF PHILOSOPHY

Participation in Denmark co-curricular activities is an integral part of the Denmark Middle/High School curriculum, which is a privilege and should elicit great pride in both the student and his/her family. While our number one goal as a school district is to provide a sound academic experience for all students, co-curricular activities provide unique opportunities for students to promote their mental, physical, social and emotional development. By providing a strong co-curricular program, the Denmark School District extends the privilege of enriching the mind and body to any student meeting district, Wisconsin Interscholastic Athletic Association (WIAA), and any other applicable governing body's requirements. ***Like anything of value, it comes with a price tag.*** That price tag is a commitment by each student to follow established rules. Co-curricular participants who comply with this code of conduct demonstrate a desire to dedicate themselves to self-improvement as well as to enhance the best interests of fellow teammates, advisors/coaches, and school. If accepted, this privilege carries certain responsibilities, and this co-curricular code presents these responsibilities.

## CO-CURRICULAR GOALS

Co-curricular activities are an integral part of our educational curriculum. It provides opportunities for learning experiences difficult to duplicate in other school activities. Denmark School District co-curricular activities have the following goals:

- To develop leadership skills and responsibility
- To show team spirit, encourage others and contribute to good morale
- To be fair and treat others as one wishes to be treated
- To keep commitments to the team/organization through the continual pursuit of excellence
- To experience a variety of activities which offer an outlet for a wide variety of abilities and interests
- To treat all persons respectfully regardless of individual differences
- To show respect for authority (e.g. Coaches, Officials, Captains)
- To accept responsibility by setting a good example for teammates, peers, younger students, fans and school community
- To understand the necessity of abstaining from the use of alcohol, tobacco, and other drugs in order to achieve the positive benefits of co-curricular activities
- To help students realize that participation in all co-curricular activities is a **privilege with accompanying responsibilities**
- To generate a sense of pride and unity in co-curricular programs for students, staff and community

## RESPONSIBILITIES OF CO-CURRICULAR PARTICIPANTS

*It is important to understand that participating in co-curricular activities is a privilege and not a right.*

The privilege to participate in co-curricular activities includes the following responsibilities:

**Responsibility to You:** The most important of these responsibilities is to broaden and develop strength of character. You owe it to yourself to derive the greatest benefit from your high school experiences, to live a healthy lifestyle, and to respect your health, both physical and mental, at all times.

**Responsibility to your Academic Studies:** Your academic studies and your participation in other co-curricular activities prepare you for your life as an adult. Co-curricular activities, while very important to young people, are only a small part of life.

**Responsibility to your School:** The Denmark School District cannot maintain its position as having outstanding schools unless you do your best in the activity in which you are engaged and are a good role model. Other students and faculty are watching you. They know who you are and what you do. Make them proud. Be an example. Do not do anything to let them down.

**Responsibility to your Community:** The community and school tax monies make this co-curricular activity experience possible. For that reason, you must remember that you hold a clear and paramount responsibility to your community. You assume a leadership role when you are involved with a co-curricular activity. The student body and citizens of the community know you. You are very visible with the spotlight on you. The student body, the community, and other communities judge our schools by your conduct and attitude, both on and off the field. Because of this leadership role, you can contribute significantly to school spirit and community pride. *Denmark students are a class act! We are known as a program of character and excellence.*

**Responsibility to Family:** As a co-curricular participant you also bear a heavy responsibility to your home. When you know in your heart that you have performed to the best of your abilities, your family will be proud of you. Be consistent in your demonstration of these ideals and beliefs.

**Responsibility to Younger Students:** The younger students in the Denmark School District are watching you. Co-curricular participants are role models for all students. *Make them proud, be an example!* They will copy you in many ways. Set good examples for them.

**Responsibility to Peers:** As a co-curricular participant, your peers and advisors/coaches depend upon your contribution. You must keep in mind that your actions, attitude and efforts directly affect the product which is produced by you and your peers. A positive outlook and smart decision making are encouraged and critical to the development of a productive team building atmosphere. Be supportive, have a positive outlook, and most importantly, encourage and exemplify the ideals of a Denmark student and co-curricular participant.

## CO-CURRICULAR DEFINITION

For the purpose of disciplinary procedures, this code is divided into two Groups (1 & 2) of sports/activities in which students may be involved. Because of the two Groups' differences (i.e. competitions vs. service, number of contests, clearly defined seasons, etc), the penalties for violation of school district policies and rules vary depending upon whether the student is in a Group 1 or 2 activity.

### **GROUP 1 ACTIVITIES:**

*Baseball*  
*Basketball*  
*Cross Country*  
*Football*  
*Golf*  
*Soccer*  
*Softball*  
*Track and Field*  
*Volleyball*  
*Wrestling*

**GROUP 2 ACTIVITIES:** Refers to all Co-Curricular Activities not mentioned in Group 1  
(*The list of activities below is not all-inclusive*)

*Academic Competition*  
*Archery*  
*Art Club*  
*Court – Prom / Homecoming*  
*Dance Team*  
*Denmark Acting Troupe*  
*Denmark Ice Fishing*  
*Destination Imagination*  
*Eco/Solarwise Club*  
*English Team*  
*Equestrian Team*  
*Future Business Leaders of America*  
*FFA*  
*Forensics*  
*Gotcha Covered Mentors*  
*Global Education Achievement Certificate*  
*Green Bay Metro Math League*  
*Greenhouse*  
*International Education Experience*  
*Intramural Sports*  
*Japan Bowl*  
*Jazz Band*  
*Leos*  
*Math Academic Team*  
*Musical Production(s)*  
*National Honor Society*  
*National Junior Honor Society*  
*Science Olympiad*  
*School Newspaper*  
*School Play(s)*  
*Social Studies Team*

## **ACADEMIC ELIGIBILITY**

- Eligibility requirements shall commence upon initial enrollment in the first co-curricular activity/sport.
- A student must satisfy District and DPI requirements defining a full time student.
- Students are required to maintain a current term GPA of 1.75 or above and must have no more than one “F” at the end of the most recent grading period prior to the start of a particular athletic or activity season. Incompletes are considered failing grades until the work is completed and a final grade is entered.
- Grades will be reviewed at the end of each term at the High School and Middle School.
- Students will immediately be placed on co-curricular probation or suspension if the academic criteria are not met when the grades are reviewed. The suspension list will be sent to coaches and advisors.
- Eligibility may be regained after a student demonstrates passing work in all classes and a 1.75 GPA after the first fifteen (15) scheduled school days and nights into the next term.
- If after the fifteen day period a student is still receiving a failing grade(s) or a GPA less than 1.75 their grades may be rechecked after an additional five (5) school days.
- Incoming freshman must satisfactorily complete work for all courses taken during their eighth grade year to achieve initial eligibility as 9<sup>th</sup> graders. Incoming freshman who have not successfully met academic criteria for initial participation may become eligible if they earn a GPA of 1.75 or above **after the first co-curricular grade review of their freshman year and are in good standing with expectations outlined in the student handbook.**
- A student who is failing a course required for graduation in the final term of his/her senior year will be ineligible to continue in the activity or athletic season.
- While on suspension, the student may practice and attend competitions, but not compete and may not wear the team uniform.

### **WIAA**

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](http://www.wiaawi.org))

## ATTENDANCE

Absences from scheduled co-curricular activities, events, contests or performances that take place outside of regular school hours shall be prearranged and approved by the particular advisor or coach. Advisors or coaches must report to administration when a student is unexcused absent. Extenuating circumstances will be reviewed by the advisor, coach and administration. **The penalty for a first offense of an unexcused absence will be suspension from one event/contest/performance. For any succeeding unexcused absences, the penalty will be termination from the co-curricular activity for the remainder of the season.**

Unless an absence has been **prearranged** (doctor/dental appointment, etc.) a student must be in school all day in order to participate in competitions/performances/contests or other formal events. **Students must report to school at / before 8:30 a.m. to be counted as being in school all day.** All exceptions must have administrative approval.

## CONDUCT VIOLATIONS

Students are expected to follow all school rules and to display high standards of behavior, including good sportsmanship, respect for others, and use of appropriate language and dress at all times.

A student must refrain from any conduct at any time that would reflect unsatisfactorily on him/her or the school.

Conduct which would reflect unsatisfactorily on a student or on the school includes, but is not limited to the following:

- Possession, use, sale, transfer, distribution or purchase of any controlled substance/intoxicant or drug paraphernalia. Controlled substances/intoxicants include, but are not limited to: alcoholic beverages (note many non-alcoholic beers do contain alcohol); illegal drugs; mood altering substances; anabolic steroids and other performance enhancing substances; inhalants or facsimiles/look alike; prescribed medications used in a manner other than that for which it was prescribed; or non-prescription drugs used in a manner other than that for which they were directed.
- Purchase, use or possession of tobacco, e-cigarette, or vaping products in any form.
- Hosting, sponsoring, organizing or attending a party/gathering at which alcohol or drugs are being used, consumed, or offered.
- A criminal offense or violation of an ordinance, village, city, or state. Generally, this would not include traffic or parking tickets.
- Any civil or criminal infraction including, but not limited to theft, disorderly conduct, willful damage to property, vandalism, serious misdemeanors or felonies, that is determined by administration to be a violation of the code or detrimental to or a discredit to the school. Such actions will result in a suspension as prescribed in the Code of Conduct and at the violation level the student is currently at.
- Representation of themselves or others, inappropriately or unlawfully on the internet. This would include blog sites, on-line profiles, instant messaging (Facebook, or other social media sites) as well as other examples of certain web pages including online messaging activity.
- Any situation or problem that may arise that is not specifically covered above may be reviewed by administration for possible action. Coaches/advisors may adopt appropriate rules and disciplinary action for violations of team/activity rules. However, these rules must not be in conflict with the Co-curricular Code and must be approved by the building administration.

## MERE PRESENCE POLICY

- Presence in bars or attendance at parties where consumption 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.
- This rule is not meant to prevent being employed at such places.
- Presence in places such as golf courses or bowling alleys where alcoholic beverages are served is not prohibited.
- Students should avoid situations where their guilt or innocence is questioned.
- Students 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 permission does not override the provisions of this code.**

If a co-curricular participant attends a party where alcohol or drugs are being illegally dispensed, the student must LEAVE IMMEDIATELY. To remain in the presence of this illegal activity shall constitute a violation\*

**NOTE: Co-curricular participants should encourage as many classmates as possible to leave with them!**

Proof of attendance may be gathered by:

- 1) the student's own admission;
- 2) a police report;
- 3) a signed statement from a responsible adult witness (i.e. parent, teacher, coach, etc.);
- 4) visual evidence, such as a photograph;
- 5) other means deemed appropriate by administration.

All school or community service requirements must be served prior to any Group 1 competition or Group 2 involvement takes place.

## HOSTING A PARTY /SUPPLYING ILLEGAL SUBSTANCES

The following incidents will result in students being penalized at the next highest level of the code (i.e. if this is the first violation, the student will serve the penalty for the second violation, and any subsequent violations will continue from the second violation).

- A student who has a gathering at her/his home/property where alcohol or drugs are being used.
- A student who pays another party to purchase alcohol or drugs will be treated as a supplier.
- Supplying or providing illegal substances.

Example: If a student brings alcohol or another illegal substance to another location and it is the student's first violation, since she/he provided the illegal substance, the student would have to do 40 hours of community service for Group 2 activities and/or would be suspended from 100% of contests for Group 1 activities (instead of the 1<sup>st</sup> offense penalty of 20 hours for Group 2 and 25% of contests from Group 1).



## CONSEQUENCES AND PENALTIES

**A student must be academically eligible to participate before she/he may start serving a code violation.**

- For Group 1 activities, the length of the disciplinary period shall be determined from the mathematical equivalent of the number of scheduled contests (to include the first WIAA playoff contest) rounded up to the nearest whole number.
- The ending date of the disciplinary period shall be the conclusion of the prescribed number of contests and/or period of time as determined below.
- If the suspension is not completed when a season ends, the remainder of the suspension will be served during the next season in which the student participates. For example: If a student is suspended during football (Group 1 Activity) and serves a suspension of 2 out of 8 games, or 25% of a 100% penalty, then the student must serve the remaining 75% during the next Group 1 activity in which he or she participates.
- If a suspension carries over into the next Group 1 activity the penalty served will only be valid if the student completes the season, discouraging students from joining an activity simply to serve a suspension.
- A student with a code violation is ineligible for any dance court. In order to be eligible for dance courts, a student must not be on the Group 2 suspension list at the time of vote through the day of the event.

\*After two calendar years of their most recent violation, if the student has not participated in any co-curricular activities, and the student has no subsequent violations, the student is clear of all violations.

Violation	#	GROUP 1	GROUP 2
<ul style="list-style-type: none"> <li>• Alcohol/Drug/ Tobacco/Vaping Use or Possession</li> <li>• Theft/Vandalism/</li> <li>• Discrimination/                             <ul style="list-style-type: none"> <li>• Violence</li> <li>• Hazing</li> <li>• Bullying</li> <li>• Harassment</li> </ul> </li> <li>• Inappropriate Online Activity</li> </ul>	1 <sup>st</sup>	Suspension from 25% of Contests in Season*	Suspension from 1 organized event*
	2 <sup>nd</sup>	Suspension from 100% of Contests in Season*	Suspension from 4 organized events*
	3 <sup>rd</sup>	Suspension for two calendar years from all co-curricular activities from the date of the most recent violation.* †	Suspension for two calendar years from all co-curricular activities from the date of the most recent violation.*
	4 <sup>th</sup>	Banned from all co-curricular activities in the Denmark School District*	Banned from all co-curricular activities in the Denmark School District*
<b>Mere Presence Disclaimer</b>			
If a student's first violation is a mere presence violation of any of the above, the student will serve 8 hours of community service for either Group 1 or Group 2 activities and any subsequent violations will proceed with the code at the 1 <sup>st</sup> level.			

\*Penalties will carry over into the 2<sup>nd</sup> Group 1 activity or Group 2 activity if the suspension is not completed in the original season/activity or from one school year to the next.

† If a student wishes to return to co-curricular activities after the two-year suspension has been served, they must provide evidence of completing AODA counseling (at parental expense), when all violations were alcohol or drug related.

## PENALTY EXECUTION

- Students in Group 1 activities who break the Code of Conduct outside of their season will begin serving their penalty from the first day of their next Group 1 activity.
- Students in Group 2 activities who break the Code of Conduct outside of their activity may begin serving their penalties beginning on the day they are suspended, and all community service hours must be completed before involvement in any Group 2 activities can take place.
- Penalties will carry over into a second Group 1 activity or Group 2 activity if the suspension is not completed in the original season or from one school year to the next.
- A student with suspension penalties must begin and end his/her respective season in good standing in order for the suspension to be completed. If a student does not complete a season in good standing, any games served will NOT count toward meeting the penalty requirement.
- A student who is involved in both a Group 1 activity and a Group 2 activity and is suspended may not necessarily serve the suspension for both activities simultaneously. The Group 2 suspension will occur immediately as would the Group 1 suspension if the student is involved in a sport at present. If the infraction is outside his/her Group 1 activity season, the athletic portion of the suspension would begin at the start of the next season.
- Any student on a Group 1 suspension may not join a Group 1 activity that is already in progress.
- Scheduled contests will be defined and determined based on the number of scheduled contests at the start of the current season. Contests that are cancelled do not count toward suspension served.
- ***Community service hours performed as a result of Code of Conduct violations will NOT count toward the High School Service Medallion.***

## DUE PROCESS

- A. A student and his/her parent or guardian will be advised by the administration or athletic director of the charges against him/her.
- B. The student and his/her parent or guardian will be given the opportunity to respond to the charges.
- C. The student and his/her parent or guardian will be advised by the administration or athletic director of any disciplinary action taken as a result of the charges.
- D. The student and his/her parent or guardian will be provided the opportunity to appeal the disciplinary action to the Committee of Review for review.

## COMMITTEE OF REVIEW

### Committee of Review

To assist the administration in making decisions regarding action to be taken a Committee of Review will be established consisting of the following members:

- 1) The building principal.
- 2) A certified teacher.
- 3) A coach/advisor or advisor of one activity in which the student participates.
- 4) Athletic Director or additional teaching staff members if the student does not participate in athletics.
- 5) A certified staff member designated by the involved student if he or she so chooses.
- 6) If the District Administrator determines that the make-up of the Committee of Review is inappropriate in a given case, he/she may modify its make-up by appointing alternate member(s).

### Administrative Guidelines for Suspension Appeals to the Committee of Review

The Committee will review any cases with extenuating circumstances. The following steps should be taken in an appeal case:

- 1) A request for appeal must be submitted in writing within three days of posting of suspension status. Parents must sign the letter. Appeal requests should be turned in to the Principal. Any appeal made after three days will be determined by administration on a case by case basis and the appeal may be denied by administration.
- 2) The Committee of Review will be formed and conduct a hearing as soon as possible with good faith effort.
- 3) Appeal process is for students on suspension only. Students will remain suspended throughout the appeal process until the Committee of Review renders a decision.
- 4) Appeal will not be considered if the student is not academically eligible.
- 5) Students may choose an adult advocate (parent, teacher, coach, advisor) to help them plead their case.
- 6) **Appeal decisions of the Co-Curricular Council are final.**