

# School District of Argyle



## Co-Curricular Handbook 2024-2025

Board Approved 7/10/24

## **CO-CURRICULAR CODE**

### **Rules and Consequences**

**\*\*The Principal and/or Activities Director have the discretion to interpret all rules relative to this co-curricular code.**

### **PREAMBLE**

It is the conviction of the Argyle School District that participation in co-curricular activities will enhance the education of its students. Co-curricular activities extend the classroom experience and lead to further development in teamwork, skill building, leadership, and responsibility. The total education experience including encouragement, nurturing, and discipline from the student's family helps our students prepare to take their place in our larger community after graduation.

### **PARTICIPATION OF PRIVILEGE**

Participation in co-curricular offerings is done on a completely volunteer basis. No student is obligated to take part in any offering be it athletic or non-athletic.

Participation in co-curricular offerings is not a right, it is a privilege. Because co-curricular offerings are a privilege and those participating represent not only the student body but the school and district, students and parents must conduct themselves in a manner supportive of the guidelines within the Student Handbook, Co-Curricular Code, and the Parental Sportsmanship Code.

### **DEFINITION**

Co-curricular activities are the learning activities sponsored by the school that take place outside the regular curriculum. Because they are not part of the regular curriculum, they will usually take place after regular school hours under the supervision of properly qualified adults (coaches, advisors, staff, or district-approved volunteers).

A list of the Co-curricular activities offered by the School District of Argyle include, but are not limited to: Football, Girls Basketball, Wrestling, Cross-Country, Golf, and Track (cooperatives with Pecatonica); Hockey (cooperative with Monroe); Volleyball, Baseball, Softball (cooperatives with Black Hawk), Boys Basketball, Mentor Program, School Play, School Musical, Forensics, Student Council, FFA, Art Club, Spanish Club, Music Club, Tech. Ed. Club, Prom Court, Homecoming Court and National Honor Society, Class Officers, Responsibility Pass.

## **SCHEDULE CONFLICT RESOLUTION**

Students are encouraged to participate in multiple co-curricular activities because of the potential for learning and development.

Because of this, scheduling conflicts may occur for students who are involved in more than one activity. When this occurs, student participants, coaches, and/or advisors will confer to resolve the conflict. The student's wishes should be considered when deciding which activity will have greater priority. If the coaches/advisors cannot agree, then the matter will be referred to the Athletic Director for resolution. If the Athletic Director is an involved party, the matter will then be referred to the Principal for resolution.

## **DEFINITION OF A "GAME"**

See Appendix A for a definition of a game as it is defined per athletic activity.

## **RULES & EXPECTATIONS**

1. An up-to-date physical or alternate year card must be turned in at the office before a student can participate in an athletic practice or a game.
2. The WIAA Eligibility Form, Concussion Agreement, Consent to Treat Form, School Pledge Form, and Parent/Spectator Agreement Form must be turned in before a student can participate in an athletic practice or game. All forms are online and included in the back-to-school registration process.
3. All sports and activities fees must be paid before the first game/meet/event.
4. Sport Fees
  - a. High School Sports and MS Football- \$50
  - b. HS Hockey- \$1000
  - c. MS Sports (except football)- \$25
  - d. Activity/Sport Fees- \$30
  - e. Individual Max (excluding hockey)- \$150
5. All participants must report all injuries to their coach immediately. If a participant goes to the medical professional for an injury, s/he must obtain a written release from the doctor before s/he can return to practice or compete.
6. Appearance at any activity should bring credit to the student participants, the activity, and the school district at all times. Students participating in co-curricular activities are expected to be

properly groomed and attired (ex: wearing dress clothes or team apparel, hats and hoods are not acceptable to wear on the team bench).

7. All students in activities must ride district transportation to and from events unless written authorization from the student's parents has been given to the coach/advisor before departure. Written authorization must be given to the coach before departure from the away event if the student is not riding home from the event with the team.
8. All co-curricular participants must be in attendance by 8:00 am of the school day to participate in a game/event that day unless a medical excuse is provided or the student is on a school-sponsored event. However, this rule can be waived at the discretion of the Athletic Director or Principal.
9. All students are expected to attend all practice sessions. All absences from practice must be excused by the coach or advisor of the activity before the practice session. Students who are injured or otherwise incapacitated are expected to attend practices if it is possible for them to do so.
10. Students cannot participate in the next co-curricular offering (athletic or non-athletic) until he/she turns in the equipment and uniforms and pays all fees from the previous sport. Lost or stolen items will need to be paid for before the student can participate in the next co-curricular offering.
11. Varsity and JV letters earned by the participants will be awarded at the end of each sports season. Each coach or advisor is responsible for setting the lettering standard before the season. Each coach or advisor is also responsible for communicating the lettering standards to players at the beginning of the season (see Team Handbook for each sport).
12. The Principal and/or Activities Director have the discretion to interpret all rules relative to this co-curricular code.

### **DISCLAIMER**

All co-curricular participants are governed by the Co-Curricular Code from September 1<sup>st</sup> of the current year through August 31<sup>st</sup> of the following year.

## **ACADEMIC ELIGIBILITY STANDARDS**

In order to represent the School District of Argyle in any co-curricular activity, a student must meet all eligibility requirements of this code. The student's primary responsibility is to maintain the highest academic standards possible. In order to participate in extracurricular activities, each student must not be failing any classes that he/she is enrolled in for more than one week or at the end of an academic quarter.

This code addresses expectations, standards, and consequences regarding the following:

**All students earning a D or F are placed on the Academic Probation list. Those students with an F have one week ("One Week Notice") to earn a passing grade in all classes or he/she becomes ineligible.**

1. Eligibility is determined on a weekly basis. If a student becomes ineligible, he or she will have grades reviewed after 1 week to determine possible reinstatement of eligibility.
2. The Academic Probation list will be run every Monday at 7:45 AM **starting the third week of the quarter**. If a student is on the list for a D/F in any class, he/she will be notified that they have one week to get that grade up. The following Monday, another list will be printed. If a student who was on the "one-week notice" list the previous week is earning an F in any class, the Athletic Director/Principal will notify the student-athlete that he/she immediately becomes ineligible for all school events/games until the following Monday.
3. Students are expected to continue attending team practices, activities, and meetings as requested by the coach/advisor.
4. If no failing grades are detected after one week of ineligibility, the student may resume participation. If the grade(s) are still below passing, the student will become ineligible for an additional week. Each week thereafter, the grades are evaluated until the student is passing.
5. If a student receives an "F" as their FINAL grade at the end of quarters 1, 2, or 3, the student will be ineligible for 15 consecutive school days, with the student returning on the 16th school day. At the end of the 15 days, their grades will be reassessed the following Monday to determine further eligibility/ineligibility.
6. If a student receives an "F" as their FINAL grade at the end of quarter 4 the student will be ineligible for 21 consecutive calendar days beginning with the earliest allowed practice in a sport or one-third of the maximum number of games/meets allowed in a sport. -See Appendix

B for more information.

7. A grade of incomplete at the end of a quarter will be considered failing until it is made up and it becomes a passing grade.
8. Athletes are subject to all Wisconsin Interscholastic Athletic Association by-laws, policies, and rules on a year-round (12-month) basis.
9. Students who are ineligible due to grades or code violations (or any other reason) will not be allowed to leave school early or travel with the team for athletics (i.e. spring sport early release) or co-curricular contests.
10. A student serving a code violation (game/event suspension) may not participate in a new sport with the intent to free themselves from their suspension without authorization from the Athletic Director.

## **MINOR OFFENSES**

### **Minor Offenses are:**

1. Tardies
  - a. Students who participate in co-curricular offerings will be afforded three total tardy passes per quarter to school. Any subsequent tardy passes given to a student will subject the student to consequences related to the Co-Curricular Code.
2. Minor unacceptable conduct inside or outside of school that resulted in disciplinary action from an administrator.
3. Minor unacceptable conduct during the competition or activity as determined by the coaches/advisors or Athletic Director.
  - a. Examples-Technical, Intentional, Flagrant, or Unsportsmanlike Fouls or any other conduct unbecoming of a student-athlete
4. Misuse of cell phones or electronics per principal discretion.
5. Repeated behaviors unbecoming of a student of the Argyle School District.
6. Unexcused absences
7. Academic Dishonesty

**Consequence:**

Minor offenses will result in a suspension of the next (one) game or (one) event\* if the activity is non-athletic. The AD/Principal has the discretion to hand out an equitable suspension to students. Further offenses of the same or similar action will be addressed at the discretion of the AD or Administration resulting in the suspension of multiple games/events.

**NOTE:**

- The consequences are neither delayed nor stopped while the appeal process has begun or continues.
- Students are expected to attend practices of the athletic offering while on suspension
- The Principal and/or Athletic Director have the discretion to impose a consequence that they feel is equitable to those involved.

**MAJOR OFFENSES****Major offenses are:**

1. 3 or More Unexcused absences
2. Using or possessing tobacco, nicotine products (e-cigarettes/vaping), alcoholic beverages, and illegal drugs.
3. Flagrant unsportsmanlike or unacceptable conduct during the competition or activity.
4. Major unacceptable conduct inside or outside of school that may be defined as criminal activity.
5. Major unacceptable conduct inside or outside of school which may result in an in-school or out-of-school suspension.
6. Continued misuse of cell phone or other electronic device (i.e. Cell phone w/camera in bathroom or locker room)
7. Attendance at places or events where there is alcohol without the supervision of a parent/guardian. (NOTE: a student will not be considered in 'attendance' if s/he leaves the place or event immediately upon seeing or being aware of something illegal occurring.)
8. Any other behavior that may be considered unbecoming of a student-athlete at the discretion of the Athletic Director/Principal.

### **WIAA Felony Rule:**

1. Any student charged and/or convicted of a felony shall, upon the filing of felony charges, become ineligible for all further participation until the student has paid his/her debt to society and the courts consider the sentence served (including probation, community service, etc.)

### **Consequences:**

NOTE: the consequences are neither delayed nor stopped while the appeal process is begun or continues.

#### **Category 1:** *applies to all students who participate in athletic offerings*

- a. First Offense: suspension = 20% of total season's games (ex: 20% of 25 BBB games = 5 games)\*;
- b. Second Offense: suspension = 50% of total season's games (ex: 50% of 25 BBB games = 13 games)\*;
- c. Third Offense: suspension is for the rest of the current semester and all of the next semester (ex: offense occurs on Dec 5, suspension last through the end of the current semester - Sem 1 – and all of the next semester – Sem 2 – with student eligible to regain full participation effective Sept 1 of the new school year).
  - i. NOTE 1: \* denotes the 'carry over option' – If the 20% or 50% consequences cannot be completed in the present season, the remaining percentage will be assessed during the next season of participation.
  - ii. NOTE 2: When calculating the number of games to be missed according to the 20% or 50%, the number will be rounded up (ex: 50% of 25 BBB games = 12.5 games, which rounds up to 13 games).
  - iii. NOTE 3: Students are expected to attend practices of the athletic offering while on suspension
- d. Fourth Offense: suspension from all events for one calendar year
- e. Fifth Offense: suspension will be at the AD & Principal's discretion

**\*\* If a student-athlete quits a sport during a suspension or is dismissed from a sports team by the coach/AD/Principal, the entire suspension would be carried over to the next sport season that the student-athlete participates in.**

**Category 2:** *applies to all students who participate in activities, clubs, organizations, and other school-sponsored events including but not limited to Class Officers, Student Council, Forensics, Art Club, Tech Ed. Club, Homecoming/Prom King or Queen (unless the event occurs within the suspension time frame, at that point, the student would be ineligible to participate in either*



*event as a member of the court), or Responsibility Pass. NHS and FFA operate under their own bylaws, so consequences will be determined by those organizations.*

- a. First Offense: suspension = 2 weeks of the season;
- b. Second Offense: suspension = 5 weeks of the season;
- c. Third Offense: suspension is for the rest of the current semester and all of the next semester (ex: offense occurs on Sept 5, suspension last through the end of the current semester - Sem 1 – and all of the next semester – Sem 2 – with student eligible to regain full participation effective Sept 1 of the new school year).
  - i. NOTE 1: \* denotes the 'carry over option' – If the 20% or 50% consequences cannot be completed in the present season, the remaining percentage will be assessed during the next season of participation.
  - ii. NOTE 2: Students are expected to attend practices of the activities offered while on suspension unless the student is on a third offense, then the student will be removed from the club through the end of the year.

**Category 3:** This one applies to all students who participate in both Category 1 and Category 2 offerings.

- a. First Offense: Suspension will be determined by the AD or Administration to carry out disciplinary action for Category 1, Category 2, or both. The student may be reinstated early if they complete the assigned restitution.
- b. Second Offense: Disciplinary action will be the more significant of the two categories.
- c. Third Offense: Suspension will be upheld for ALL Activities/Sports through the end of that semester continuing through the next semester.

### **CODE VIOLATIONS - CO-CURRICULAR REVIEW BOARD AND DUE PROCESS**

Reports of code violations shall be presented to the Athletic Director or Principal. Reports are not to be made to Board members, the Superintendent, or other members of the school staff. Reports shall document the nature, place, time, and date of the violation and must be signed by the person turning in the violation. The report shall be made on the Code Violation Report found at the end of this handbook and must be made within ten (10) school days of the alleged violation or evidence a violation has occurred.

Students who are suspended for a code violation must still practice and must attend all

games/events/meetings unless the coach/advisor/athletic director/principal determines otherwise. However, if the season is over before the suspension is over, the penalty will follow into the next co-curricular offering the student participates in.

In case of code violations, the Athletic Director or Principal may suspend students in accordance with the Co-Curricular Code. Appeals to code violation suspensions must be submitted to the Athletic Director or Principal within 72 hours (excluding no school days and weekends) of the notification of the suspension in writing from both the student and the parent.

The Athletic Director or Principal will then convene the co-curricular review board composed of five (5) staff members (three staff members, a high school coach, and the District Administrator (or designee)). The Review Board must meet within seventy-two hours of the appeal (excluding weekends/holidays). During the appeals process, students are eligible to practice, but not to compete or perform. An appeal of the Review Board may be made to the school board within 72 hours of the Review Board's decision. The decision of the School Board is final and binding.

NOTE: the consequences are neither delayed nor stopped while the appeal process is begun or continues.

## **APPENDIX A**

The following will be considered the definition of a “game” for each specific athletic activity.

<b>ATHLETIC ACTIVITY</b>	<b>“GAME” DEFINED AS*:</b>	<b>NOTES:</b>
Cross Country	One meet	<i>the entire event if it is a JV/Varsity event</i>
Volleyball	One match	A match is comprised of three to five sets; a tournament may involve 2 or more matches.  <i>EX: first match of a tournament; the entire evening of a dual or JV/Varsity event</i>
Football	One game	If a player plays both JV and Varsity, they will be out of the Varsity Game for the week
Basketball	One game	<i>the entire event if a JV/Varsity event; one game if it is an in-season tournament event</i>
Wrestling	One match	A tournament may involve 2 or more matches.  <i>EX: first match of a tournament; the entire evening of a dual</i>
Track	One meet	If a player plays or competes on both the JV and Varsity, they will be out of the Varsity Meet for the week
Golf	One meet	If a player plays both JV and Varsity, they will be out of the next Varsity Match
Baseball/Softball	One game	A tournament may involve 2 or more games.  <i>EX: first game of a tournament; the first game of a doubleheader; the next game, or the entire JV/Varsity event in on the same night</i>

\* The activity used to define “game” as noted in the table above must be an official WIAA event.

### NOTES:

- 1) Scrimmages are not defined as a “game”
- 2) An athlete will NOT BE ALLOWED to play up/down a level to get rid of their suspension sooner.

## Fall Sports – Academic Ineligibility

A reminder: When the earliest allowed WIAA game/meet takes place before the first day of classes at a member school, *"the maximum ineligibility period shall be the lesser of: a) 21 consecutive calendar days **beginning with the date of the earliest allowed competition** in a sport; or b) one third of the maximum number of games/meets allowed in a sport (rounded up if one-third results in a fraction)."*

In those instances where a member school has begun fall classes on or before the date of the earliest allowed WIAA game/meet in a sport, ineligible students in these situations are subject to the standard rule applied when school is in session (15 scheduled school days and nights). In this situation, eligibility is regained **on the school day following the period of ineligibility (16th school day)**. Note 1: An interschool scrimmage does NOT count as a game or meet for purposes of this rule. Note 2: If a multi-school meet is counted on your schedule as one meet, it also counts as one meet as it applies to the number of meets an ineligible student must sit out. Note 3: Games/meets at different levels of competition (varsity, JV, freshmen) may NOT be combined to reach the number of meets an athlete must sit out.

When your school year begins **after** the earliest allowed game/meet you may use this chart to determine the period of ineligibility:

**Fall 2024 Dates**

Sport	Boys Soccer	Girls Volleyball	Boys Volleyball	Football	Cross Country	Girls Golf	Girls Tennis	Girls Swimming
Minimum Ineligibility Period: 21 Days or	8 games	5 meets	5 meets	3 games	4 meets	5 meets	5 meets	5 meets
Earliest Allowed Game/Meet – Fall 2024	Aug. 27	Aug. 27	Aug. 27	Aug. 22 (11-player) Aug. 29 (8-player)	Aug. 27	Aug. 15	Aug. 17	Aug. 21
Student Regains Eligibility on this Date or After Sitting Out the Required Number of Meets	Sept. 17	Sept. 17	Sept. 17	Sept. 12 (11-player) Sept. 19 (8-player)	Sept. 17	Sept. 5	Sept. 7	Sept. 11

\*Do not use this chart if you begin classes on or before the date of the earliest allowed game/meet.

## **CO-CURRICULAR GENERAL CONCERNS PROCEDURE**

### **CHAIN OF COMMAND**

The Argyle School District and those that support student learning outside of the classroom are committed to working closely with students, parents, and guardians to resolve issues and concerns in a way that is mutually agreeable.

What are the steps to follow when you have a concern, question, or problem?

1. First, the athlete/parent/guardian must speak to the coach or advisor. Please consult the Team Handbook for specific information on contacting the coach or advisor. If there is a serious issue, you may wish to schedule a meeting.
2. If no resolution has been reached, or if your concern persists, the athlete/parent/guardian will contact the Athletic Director.
3. The next step in the process is contacting the Principal who will verify if steps 1-3 have been followed.
4. The final step in the process is contacting the District Administrator who will verify if steps 1-4 have been followed.

### **CO-CURRICULAR VIOLATIONS REPORTING PROCESS**

Violation report:

1. A violation report is turned in (page 14) or the school receives evidence that a violation has occurred-(picture/other evidence).
2. The Athletic Director-contacts the student and parent regarding the claim of a code violation and issues necessary consequences.
3. Students wishing to appeal must follow the CO-CURRICULAR Review Board and Due Process (found on Page 9).
4. The District office will maintain records of violation reports for cross-checks with potential future violations.

### CO-CURRICULAR VIOLATION REPORT

\*\* to be filled out by the person(s) filing the Code Violation Report

Student Name\_\_\_\_\_

Date of Violation\_\_\_\_\_

Circumstances of Code Violation\_\_\_\_\_

---

---

---

---

---

Consequences according to Code\_\_\_\_\_

---

---

---

---

---

---

School Official's Signature\_\_\_\_\_

Date\_\_\_\_\_

Signature of Person Filing Report\_\_\_\_\_

Printed name of Person Filing Report\_\_\_\_\_

Date\_\_\_\_\_

*\*The name of the person filing the report is required for reporting processes but will be kept confidential.*