

**Gordon R. Olson Middle School  
508 Grayside Avenue  
Mauston, WI. 53948  
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# **CO-CURRICULAR CODE OF CONDUCT**

**FOR ALL PARTICIPANTS IN  
CO-CURRICULAR ACTIVITIES**

**School District of Mauston  
Mauston, Wisconsin**

Updated August 2024

## **I. DEFINITIONS**

- A. Co-Curricular Activity  
Any non-graded activity or an athletic team in which a student participates where he/she represents Olson Middle School.
- B. Event  
Any scheduled activity such as a game, meet, or performance. Typically parents and the general public are able to attend the event.

## **II. CO-CURRICULAR ACTIVITIES**

The activities include but are not limited to:

Boys & Girls Cross Country  
Boys & Girls Basketball  
Boys & Girls Track and Field  
Football  
Girls Volleyball  
Wrestling  
Student Council Executive Board  
WEB Leaders  
As Determined by the Principal

## **III. GENERAL INFORMATION**

- A. Students representing OMS and the Mauston community as members of athletic teams will be furnished uniforms and protective equipment.
- B. Olson Middle School is a member of the Middle Level South Central Conference.
- C. Students who choose to take part in co-curricular activity programs must abide by the rules established for eligibility. Students must have acceptable grades and behavior to remain eligible, as well as follow established team rules.
- D. Students must abide by the rules, regulations and policies of:
  - 1. All activities sanctioned by the Middle Level South Central Conference.
  - 2. The Olson Middle School Student/Parent Co-Curricular Code and Student Responsibilities Handbook.
  - 3. The School District of Mauston Board of Education.
- E. Participants and their parents must read and sign the OLSON MIDDLE SCHOOL

CODE OF CONDUCT before being allowed to participate in any activity. Once a code has been signed, it is enforceable and valid until the end of the athlete's eighth grade year. Updated signature forms will be requested each year as a reminder. The signatures are completed electronically.

- F. Participants and a parent or guardian must attend an informational meeting explaining the Co-Curricular Code of Conduct, and individual activity information, before the participant is allowed to participate in events. Each coach or advisor may hold a separate meeting at the beginning of each season, but the required all-sports meeting will be mandatory.
- G. Physical examinations are required for participation in athletics. A physical examination taken after April 1<sup>st</sup> and thereafter is valid for the following two school years. A physical examination taken before April 1<sup>st</sup> is only valid for the remainder of that school year. The student athlete may get a WIAA physical examination card from their physician or clinic. Complete the physical exam and return the card to your coach with all of the information properly filled in and signed by the parent or guardian. Students without the proper physical card are ineligible for games and practices.

#### **IV. ELIGIBILITY**

##### **A. General Eligibility**

- 1. Students become eligible for co-curricular activities upon enrollment at Olson Middle School.
- 2. Athletes shall be eligible for middle school interscholastic competition beginning in sixth or seventh grade, depending on the sport or co-curricular activity.
- 3. The rules of the Middle Level South Central Conference will be in effect where applicable.

##### **B. Attendance**

- 1. All students must be in school ALL DAY of scheduled events and/or practice in order to participate unless arrangements have been made through the principal's office prior to the event.
- 2. Failure to be in attendance as stated will result in non-participation in all co-curricular events and practices that day.
- 3. Exceptions to this attendance rule will include absences that have been excused for a court appearance, school approved trips, documented medical appointments, or for other unusual extenuating circumstances/family emergencies as cleared with the principal. Hunting or getting a haircut is not an exception.

### **C. Grades**

1. If a participant has any failing grades in any subject at quarter grading period, he or she is ineligible to participate in **events** for five school days. (Participation in practice is required). After five school days, the student's grades will be reviewed and, if found to be passing in all subjects, eligibility will be reinstated on the sixth school day. Weekly Friday checks will be required. Any failing grades will result in an exclusion from events until the student is once again passing all classes.
2. Students with multiple F's will be monitored week-by-week, following the 5-day ineligibility period, and eligibility will be determined weekly. Weekly Friday checks will be required. Any failing grades will result in an exclusion from events until the student is once again passing all classes.
3. Participants receiving any failures at the time of progress reports are required to submit to their coach/advisor a verification statement from the teacher(s) indicating a passing grade before participation in events is allowed. (Participation in practice is required). Weekly Friday checks will be required. Any failing grades will result in an exclusion from events until the student is once again passing all classes.

### **V. BEHAVIOR**

**Participants in activities represent Olson Middle School, the Mauston and Lyndon Station communities, themselves, and their families. Proper behavior is expected of all students.**

#### **DISCIPLINARY PROCEDURES**

Our discipline procedures are progressive and follow the PBIS principles. Understand this means differentiated discipline based on the needs of each individual student. Students will be treated fairly, which does not mean that consequences will be equal, or the same. Consequences will be Respectful, Relevant, and Realistic. Our ultimate goal is NOT to control students, but to teach students how to attain self-control. There are multiple pathways to self-control, which we implement based on the student's needs at the time.

With that said, there are behaviors which cannot be tolerated for the health and safety of those students and staff within our school community. The students and parents/guardians should be familiar with the District's "Student Responsibilities Handbook" which describes those behaviors and potential consequences for the behavior.

Rules are established for the best interests of the participants and the school. The participant who complies with those rules demonstrates a desire to dedicate himself or herself to self-improvement as well as to enhance the best interests of fellow teammates, coach/advisor, and school. Rules must be observed by all participants throughout the year, including when the particular activity is not in season. A participant must refrain from any conduct at any time that would reflect unfavorably on himself or herself or the school.

### **A. Major Rule/Conduct Infractions**

The following is a list of representative major infractions, but is not a comprehensive list of all possible offenses. In each situation, the District retains the right to consider the totality of the circumstances and render a judgment regarding (1) whether a particular action/inaction is an infraction under the Code, (2) the degree (major/minor) of the violation, and (3) an appropriate penalty.

1. Use, possession, buying, or selling of controlled substances, unauthorized prescription drugs, street drugs, and performance-enhancing substances (PES).
2. Use, possession, buying, or selling of alcoholic beverages.
3. Possession or use of drug paraphernalia.
4. Remaining present at events/parties or situations where alcohol or other illegal/controlled substances are being illegally consumed.
5. Possession, consumption, displaying or selling any tobacco products, tobacco look-alike products, nicotine based products, tobacco-related devices, or electronic cigarettes at any time on school property, off campus, or at any off-campus school-sponsored events.
6. Hazing, harassment, or discrimination.
7. A criminal offense or violation of an ordinance having a statutory counterpart.
8. Disruption of the educational process or the decorum of the school or encouraging others to do so. This includes, but is not limited to, damage to school property, damage to property of employees of the school district, threats to personal safety, assaults, conduct that interferes with school activities, or flagrant misbehavior in school, disrespectful or defiant attitude toward school personnel or other behavior that results in a suspension from school, or poor sportsmanship.
9. Repeated minor rule violations
10. Unacceptable conduct is contrary to the ideals, principles, and standards of the School District of Mauston, the South Central Conference.

### **B. Minor Rule/Conduct Infractions**

The following is a list of representative minor infractions, but is not a comprehensive list of all possible offenses. In each situation, the District retains the right to consider the totality of the circumstances and render a judgment regarding (1) whether a particular action/inaction is an infraction under the Code, (2) the degree (major/minor) of the violation and, (3) an appropriate penalty.

1. Failure to attend all practices and contests unless excused by the coach or advisor.
2. Failure to maintain practice hours and/or rules designated by the coach or advisor. These rules will be distributed in writing to every participant. These rules will be discussed by the coach or advisor. Copies of these rules/regulations must be filed with the athletic director and principal prior to the start of the season or activity.
3. Failure to treat coaches or advisors with respect in both words and actions at all times
4. Equipment abuse, loss, and late or improper return, or possession of equipment out of season.

5. Illegal or inappropriate use of the Internet, personal cell phones, or other digital devices both on and off campus.
6. Profanity or obscene gestures.
7. Unsportsmanlike conduct.
8. Cheating and/or Plagiarism
9. Failure to treat faculty or staff with respect
10. Inappropriate classroom conduct/disruption

**NOTE:** Behaviors that result in a suspension or expulsion from school exclude students from activity for the duration of the suspension or expulsion. If the athlete does not miss a game during the suspension or expulsion, the athlete will miss the next scheduled contest.

### **GUIDELINES FOR PENALTIES**

All code penalties are superseded by the School District of Mauston's policy, which specifies penalties dealing with students who sell, possess, exchange, distribute, or illegally use alcohol or drugs on school premises or at a school-related activity. A participant suspended or expelled from school shall be barred from participation in co-curricular activities during that period of time. However, if the suspension or expulsion is for a shorter period of time than the co-curricular code dictates, the code penalty shall prevail. Expulsions and co-curricular penalties cannot be served concurrently (at the same time). The participant's co-curricular penalty will be served upon the student's return to school in good standing. Failure to abide by established rules shall result in withdrawal of the privilege to participate.

For any violation, the following guidelines are established setting forth the minimum penalty that shall be imposed. The District expressly reserves the right to impose a penalty it deems appropriate for each individual situation and case. Code violations are cumulative throughout a student's middle school career unless otherwise stated. For example, a first offense in alcohol would cause a second penalty offense for the second violation, even if it is not alcohol.

#### **A. Consequences for Major Rule Violations**

1. First Violation:  
Suspension from playing in a contest for 45 calendar days.  
If the student completes on online class that is related to the infraction and is meant to serve as a learning opportunity to avoid further violations, the suspension may be reduced to 20 calendar days.
2. Second Violation:  
Student will be suspended for 90 calendar days from the date of the violation.
3. Third Violation:  
Student will be suspended from athletics/activities for 135 calendar days from the date of the violation.

NOTE - Scrimmages are considered practices and do not count as part of a suspension. Additionally, if a student is academically ineligible, that suspension must be served before serving a code violation penalty.

During the student's suspension, the advisor/coach of an activity may:

1. eliminate the student from all practices/meetings/events;
2. allow the student to practice/attend meetings/attend events;
3. require the athlete to watch practices/meetings/events.

#### **B. Consequences for Minor Rule Violations**

The consequence for minor rule violations will be decided upon by the coach(s)/advisor(s) through a joint consultation that includes the Athletic Director and/or Principal.

### **VI. PROCEDURE OF DUE PROCESS**

1. “Due process” is a procedure which the courts of law recognize as a necessary part of any rules and regulations. “Due process” furthermore, and of primary importance, recognizes the rights of the individual since it outlines their recourse in the event they feel an incorrect decision has been made. The “due process” steps outlined hereafter is the procedure for a participant and his/her parents/guardians to follow in appealing decisions relating to eligibility. It should be understood that participants and parents/guardians will be expected to follow the “due process” steps in the event legal action should be initiated at some later date. The student athlete will be ineligible throughout the appeal process.
2. A written appeal may be submitted to the Principal/Designee by the student participant and/or his/her parents/guardians within five (5) business days of the student being informed of the disciplinary action by the Athletic Director or Principal/Designee.
3. After an appeal has been received, a date for a hearing with the co-curricular board will be established by the athletic director/principal, such date not later than ten (10) business days following appeal request.
4. The student’s parents or guardians shall be notified in writing at least 72 hours prior to the meeting in order to allow parents to attend if they desire unless an earlier time is agreed upon in writing by the parent and the chair of the co-curricular board (principal). The 72 hours minimum can be waived verbally by mutual consent, followed up in writing.
5. At the Appeals Hearing:
  - a. The student and representatives will be provided with an opportunity to testify and present other evidence on his/her behalf at the hearing.
  - b. After hearing the testimony from the appealing party and Athletic Director and/or Principal/designee, the Activity board must resolve the appeal by doing one of the following:
    - i. **Uphold** the original penalty
    - ii. **Modify** the original penalty
    - iii. **Nullify** the original penalty

6. Proceedings of the hearing, including the decision, will be put in writing, and a copy of these proceedings will be mailed to the athlete and his/her parent(s)/guardian(s). If the student is dissatisfied with the decision of the co-curricular board, he/she may appeal that decision to the Mauston School Board within 5 days. The date of a hearing will be established by the principal, superintendent, and the Board President.
7. It is herein recognized that the athlete has the right to be represented by an attorney at any stage of the proceedings set forth in this athletic code of conduct and that if the athlete is dissatisfied with the decisions rendered by the Board of Education on appeal, he or she will have such further rights as are granted him/her by law.
8. The co-curricular board will make every effort to meet as soon as possible.

### **Members of the Review Board**

1. The principal or his designee.
2. The principal, or designee, will preside as chairman over the hearing. He/she will state the consequences if a rule has been broken, but will not vote.
3. Two (2) coaches and/or advisors who are not currently involved with the student in question.
4. A teacher at large (who is not associated with the athletic/co-curricular program) shall be appointed by the principal.
5. A member of the school administration.

The purpose of the Co-Curricular Board is to consider appeals of alleged rule infractions. The board shall:

- a. Establish if an infraction did indeed occur.
- b. Establish if the student charged was a party thereto.
- c. Establish that the student knew what the rules and regulations were.
- d. Determine appropriate consequences if warranted.

## **VI. COACH AND ADVISOR RESPONSIBILITY**

### **Responsibility to Enforce the Code of Conduct**

All coaches and advisors must support and enforce all rules of the Olson Middle School Code of Conduct and the decisions of the Review Board. Failure to do so will be considered as an act of insubordination and may result in his/her immediate removal from his/her coaching/advisor position.



## **Equipment**

1. Equipment issued by a coach or advisor to a participant is the responsibility of the participant. It is the responsibility of each participant to make sure that all clothing and equipment is maintained in a state of proper cleanliness and repair. If a participant should lose clothing and/or equipment, or ruin equipment by misuse, the participant will pay for lost or ruined equipment before being issued new equipment.
2. At the end of the season or activity, the student will turn in all clothing and equipment that was issued. Any equipment the student does not return must be paid for. Parents will be notified of the debt.

## **Team Expectations**

All head coaches and advisors will present students/parents with written team member expectations and team rules, as well as a contest schedule.