

**WAUNAKEE COMMUNITY SCHOOL DISTRICT  
BOARD OF EDUCATION CO-CURRICULAR COMMITTEE MEETING**

Tuesday, August 8, 2023

7:30 AM

Waunakee Community School District  
905 Bethel Circle  
Waunakee, WI 53597

Members of the public may attend Board of Education meetings in-person, and will be asked to check in with District personnel when you arrive.

Public comments will be limited to 3 minutes. The Board will allow 30 Minutes for public comments.

Public comments may be sent to Rebecca McDonough at [district\\_administrator@waunakee.k12.wi.us](mailto:district_administrator@waunakee.k12.wi.us) up to one hour before the start of the Board meeting. All comments will be reviewed by the Board members. Emailed comments will be reviewed by the board but not read out loud. Emailed comments sent during any part of the board meeting (Board Development, Closed session, Open session) will be forwarded to the board but may or may not be reviewed by the board until after the board adjourns. Comments must include the commentator's name, address, and must identify their connection to the District (if any) and any group they are representing in order to be considered by the Board.

If you would like to address the Board in-person during the public comments section of the meeting, you will be greeted in the lobby of the building, asked to check in with District personnel when you arrive so that you can be recognized and address the Board when your name is called.

A recording of the meeting will be posted on the District webpage within 24 hours of the meeting time.

**AGENDA**

**I. CALL TO ORDER**

**II. ROLL CALL**

**III. APPROVE THE AGENDA**

**IV. PUBLIC COMMENTS**

**V. CO-CURRICULAR REPORT**

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Attached please find the Co-Curricular Reports for 2022-2023. These reports include participation rates, grade point averages, student achievements, ticket sales, and booster club financial reports. Please note, the booster club financial reports are in transition with the implementation of the new Booster Club Handbook.

Nick Conrad, Athletic Director, will be present at the meeting to review these reports with you.

**VI. CO-CURRICULAR HANDBOOKS**

The Co-Curricular Handbooks are located in the Extra Section of BoardBook.

A. Waunakee High School Co-Curricular Handbook

The Co-Curricular Handbooks are located in the Extra Section of BoardBook.

B. Waunakee Middle School Co-Curricular Handbook

The Co-Curricular Handbooks are located in the Extra Section of BoardBook.

C. Waunakee Coaches Handbook

The Co-Curricular Handbooks are located in the Extra Section of BoardBook.

## VII. WRESTLING UPDATE

At the June School Board Meeting, there were public comments from a parent requesting that the middle school wrestling program expand to allow for 6th grade students from the Intermediate School to participate.

The administration will provide an update on this issue to the Committee.

## VIII. MIDDLE SCHOOL DANCE

The Middle School Dance Team is requesting to be able to have their own fundraising account separate from the High School Dance Team. When the middle school program was approved a few years ago, the school board's motion included the desire for the middle school team to come under the high school booster club program. The middle school program is doing very well and they have different needs than the high school program. For this reason, they are requesting to have their own account numbers to manage their own funds. The school district currently holds the funds for the dance programs, and creating an account for the middle school program is just an accounting function. The administration recommends approval.

## IX. POLICY REVIEW

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The Policy Committee has moved the policies from the 300 Series that involve co-curricular programs to this committee for review and recommendation to the full Board. Attached please find the spreadsheet with the summary document chart, similar to what you have seen as other policies have made their way to the Board. The administration will walk through these policies with the Committee and will be seeking feedback and action to move them to the full Board at the August Board Meeting.

A. 370 Extracurricular Activities and Programs	41
B. 370 Rule 1 Co-Curricular Activity Size Limitations Coach/Player Ratios	44
C. 370 Rule 2 Co-Curricular Activity Program Eligibility	46
D. 370 Rule 3 Co-Curricular Offerings	50
E. 370 Rule 4 Co-Curricular Reduction/Addition Guidelines	51
F. 370.1 State/National (Non-athletic) Competitions	55
G. 377 Interscholastic Athletics	56
Repeal - merged with PRG 370	
H. 377 Rule 1 Waunakee High School Co-Curricular Coad and Policies	58
In the handbooks - reviewed every year	

I. 377 Rule 2 Waunakee Middle School Co Curricular Code and Policies	63
In the handbook reviewed every year.	
J. 377.1 State Tournament Attendance	70
K. 377.2 Random Drug Tests and Co-Curricular Participation	71
L. 377.2 Rule Random Drug Tests	72
M. 377.2 Rule Random Drug Tests	

**X. INTRODUCTION - NICK CONRAD**

This agenda item is to allow Nick Conrad, the new Athletic Director, to introduce himself to the Committee and to learn about his philosophy and vision.

**XI. FUTURE MEETINGS**

**XII. ADJOURN**

“Any person who has a qualifying disability as defined by the Americans with Disabilities Act who requires assistance with access or materials should contact the Waunakee Community School District Office at 849-2000, 905 Bethel Circle Drive Waunakee, WI 53597, at least twenty-four hours prior to the commencement of the meeting so that necessary arrangements can be made to accommodate the request.”

# **WAUNAKEE**

## **Activities Department**



# **Co-Curricular Report**

## **2022-23**

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## **PURPOSE OF CO-CURRICULAR ACTIVITIES & ATHLETICS**

Waubakee Community High School’s co-curricular programs are intended to enrich student learning and development. Our students have a responsibility to follow established rules of conduct for the privilege of participation which include expectations academically, school attendance, school behavior, and cooperation by providing additional opportunities to students in a structured manner. The programs at WCSD are designed to promote excellence by providing opportunities for expression of student’s abilities while setting personal goals and working towards success. It promotes a “Dream Big” philosophy while providing opportunities for competition and personal enjoyment. We expect all teams, groups, clubs, etc...to put forth their best effort. We also expect our competition teams to respect teammates, officials, and opponents, and to represent themselves, the school, and the community in a positive manner.

*“Because dreaming big dreams, going all in and then falling just short doesn’t make you a failure. The failure lies in holding back and staying small.”*

*-Cassidy Lichtman*

**STUDENT PARTICIPATION REPORT**

<b>SPORT</b>	<b>2021-22</b>	<b>2022-23</b>	<b>TEAMS SPONSORED</b>
<b>HIGH SCHOOL FALL ATHLETIC ACTIVITIES</b>			
<b>Cross-Country</b>	76 (46 Male, 29 Female)	66 (42 Male, 24 Female)	2 (V, JV)
<b>Equestrian Team</b>	3	3	NA
<b>Football</b>	184	160	4 (V, JV, JV2A, JV2B)
<b>Football Cheer</b>	10	15	1
<b>Girls Golf</b>	21	28	3 (JV2, JV, V)
<b>Boys Soccer</b>	86	79	4 (V, JVP, JVW, JV2)
<b>Girls Swim</b>	28	27	2 (V, JV)
<b>Girls Tennis</b>	46	62	3 (V, JV, JV2)
<b>Volleyball</b>	68	58	4 (V, JV, JV2P, JV2W)
<b>MIDDLE SCHOOL FALL ATHLETIC ACTIVITIES</b>			
<b>Cross-Country</b>	93 (49 Male, 44 Female)	69 (31 Male, 37 Female)	NA
<b>Football</b>	100	122	4 (2 7th, 2 8th)
<b>Volleyball</b>	95	127	8 (4 7th, 4 8th)
<b>HIGH SCHOOL WINTER ATHLETIC ACTIVITIES</b>			
<b>Boys Basketball</b>	69	62	4 (V, JV, JV2A, JV2B)
<b>Girls Basketball</b>	38	30	3 (V, JV, JV2)
<b>Winter Cheer</b>	NA	6	NA
<b>Boys Hockey</b>	43	41	2 (V, JV)
<b>Girls Hockey (Co-op)</b>	13	14	NA
<b>Wrestling</b>	34	38	3 (V, VR, JV)
<b>Gymnastics (Co-op)</b>	19	16	2 (V, JV)

Boys Swim	21	19	2 (V, JV)
Ski & Snowboard	29	39	2 (Ski & Snowboard)
Dance Team	14	18	1
<b>MIDDLE SCHOOL WINTER ATHLETIC ACTIVITIES</b>			
Boys Basketball	64	98	6 (3 7th, 3 8th)
Girls Basketball	21	46	4 (2 7th, 2 8th)
Wrestling	37	24	NA
<b>HIGH SCHOOL SPRING ATHLETIC ACTIVITIES</b>			
Baseball	67	61	4 (V, JV, JV2A, JV2B)
Boys Golf	53	65	3 (V, JV, JV2)
Boys Lacrosse	45	37	2 (V, JV)
Girls Lacrosse	38	39	2 (V, JV)
Girls Soccer	72	50	2 (V, JV)
Softball	31	36	2 (V, JV)
Boys Tennis	25	19	2 (V, JV)
Track & Field	138 (70 Male, 68 Females)	175 (86 Male, 71 Female)	2 (V, JV)
<b>MIDDLE SCHOOL SPRING ATHLETIC ACTIVITIES</b>			
Track & Field	141 (60 Male, 81 Female)	143 (67 Males, 76 Females)	2 (M/W & T/Th)

**Category A Activities**

**\*Participation Numbers**

<b>Activity</b>	<b><u>2021-22</u></b>	<b><u>2022-23</u></b>
One Act	47 (33 Females, 12 Males)	39 (25 Females, 15 Males)
Forensics	31 (18 Females, 11 Males)	35 (20 Females, 14 Males)
Winter Play	NA	16 (9 Females, 7 Males)
Musical	44 (31 Females, 12 Males)	56 (38 Females, 16 Males)

### Category B Activities

<u>Activity</u>	<u>2021-22</u>	<u>2022-23</u>
Marching Band	107	104
Pep Band		55
Jazz Ensemble	45	40
Jazz Combo	7	16
Vocal Jazz 1	11	13
Solo Ensemble		141 Band 115 Vocal
Orchestra	120 (15 Chamber, 53 Symphonic, 53 Philharmonic)	104 (13 Chamber, 46 Symphonic, 45 Philharmonic)
Folk Band	19	29
Purple Sage	10	12
Yearbook	18	

### Category C Activities

<u>Activity</u>	<u>Advisor</u>	<u>2021-22</u>	<u>2022-23</u>
A Cappella Singers	Ms. Molly Petroff		24
Above the Influence	Ms. Ellen Grunder	21	34
Art Club	Ms. Beth Crook		
Aviation Club	Mr. Rob France	16	35
Black Student Union	Mr. Pat Collins Ms. Lauren Michiels	6	
Bowling Club	Mr. Mike Bush		
Chinese Club	Ms. Rosy Zhu		
Class Officer	Mr. Eric Huttenburg	17	15
Computer Science Club	Mr. Aaron Pavao		

Debate Team	Mr. Bryan Barfknecht Ms. Heather McCumber		On Hiatus
DECA	Ms. Sandra Meinholz Ms. Maggie Heck	70	137
Drama Club	Mr. Rick Braun	43	
Dreamers/Sonadores	Mr. Dreyer, Ms. Christy Sheppleman, Mr. Esparza	21	28
eSports	Mr. Alex Jelacic	NA	25
ECO	Ms. Elizabeth Heiks		67
FBLA	Ms. Colleen Serum & Ms. Gina Holmes	74	104
FCCLA	Ms. Gillian Anderson Ms. Amy Neitzel	31	60
FCA	Mr. Andrew Nelson	110	
FFA	Ms. Alyssa Engel Ms. Rhonda Knapp Ms. Kristina Puntney	173	191
FFA Trap Shooting	Ms. Alyssa Engel	NA	
Fishing Club	Mr. Matt Schumacher	19	30
French Club	Ms. Shari Thompson	45	30
Schmidt's Woods	Mr. Todd Shucha	34	11
Future Educators Club	Ms. Maggie Heck	NA	23
Future Liberal Leaders (formerly Young Progressives)	Ms. Michiels		15
FPS	Ms. Janell Dorn	23	22
GSA	Mr. Aaron Pavao	40	51
GROW	Ms. Corina Rogers	34	54
HOSA	Ms. Chrissy Gascho	63	56

Justice League	Ms. Jenn Johnson Ms. Grace Malek	84	39
Knitting Club	Ms. Gillian Anderson Ms. Amy Neitzel		2
Law Club	Mr. Bryan Barfknecht	21	25
Leo Club	Ms. Connie Gavinski		16
Manga & Anime Club	Mr. Aaron Pavao	31	15
Math Team	Ms. Erin Schroeder	40	40
Mental Wellness Club	Ms. Christina Gascho	28	
Minority Student Achievement Network (MSAN) (subject to change to Global Majority)	Ms. Christy Sheppleman (HS) Mr. Jon Wild (MS) Mr. Ty Jury (MS)		8
Mock Trial	Mr. Bryan Barfknecht Heather McCumber	20	22
Model UN	Ms. Corina Rogers		52
NHS	Ms. Lisa Carothers	374	300
NACL	Mr. Aaron Pavao	48	58
National Technical Honor Society	Mrs. Michelle McGlynn		
Pay It Forward	Ms. Corina Rogers	131	176
Principal's Council	Mr. Brian Borowski	12	13
Relay for Life	Ms. Jen Doucette		23
Science Club	Mr. Andrew West		49
Science Olympiad	NA	NA	NA
Sheepshead Club	Mr. Brian Lussier	7	7
SkillsUSA	Mr. Rob France	20	22
Spanish Club	Sra. Elaine Simmons	100	130

Student Book Club	Mr. Chris Scheimann	20	14
Student Council	Mr. Steven Hernandez Ms. Deanne Lensert	83	73
Thespian Troupe	Mr. Rick Braun Ms. Molly Petroff		
Wisconsin Civics Games	Ms. Corina Rogers		19
Women's Issues	Ms. Laurie Veenendaal		
Young Conservatives	Ms. DiSalvo	67	77
Yoga & Meditation	Ms. Catrina Specht	15	184

### Category C Activities

No reported numbers for 2021-22 or 2022-23

Art Club	Poetry Club
Bowling Club	Relay for Life
Chess Club	Science Olympiad
Chinese Club	Thespian Troupe
Computer Science Club	Women's Issues
Debate Club	

### ACADEMIC AND ATHLETIC HONORS

2022-23 AVERAGE GPA OF CATEGORY A ATHLETICS		
<u>FALL SPORTS</u> Cross Country 3.73 Equestrian Team 3.89 Football 3.27 Football Cheer 3.51 Girls Golf 3.50 Mountain Bike 3.42 Boys Soccer 3.44 Girls Swim 3.79 Girls Tennis 3.84 Volleyball 3.75	<u>WINTER SPORTS</u> Boys Basketball 3.31 Girls Basketball 3.68 Dance Team 3.63 Gymnastics 3.51 Boys Hockey 3.10 Girls Hockey 3.54 Ski & Snowboard 3.58 Boys Swim 3.57 Winter Cheer 3.50 Wrestling 3.15	<u>SPRING SPORTS</u> Baseball 3.35 Boys Golf 3.42 Boys Lacrosse 3.31 Girls Lacrosse 3.57 Girls Soccer 3.79 Softball 3.56 Boys Tennis 3.68 Track Field 3.70
2020-21 OVERALL AVERAGE GPA: 3.51		

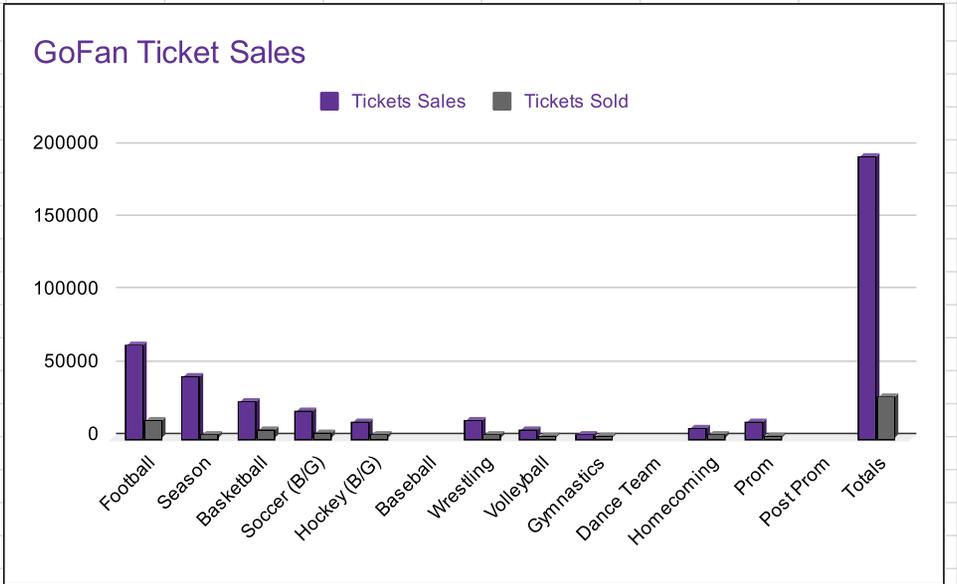
<p align="center"><b><u>2022-23 Academic All-State</u></b>  *Determined by the Sports Coaches Association  As of 6/6</p>	<p align="center"><b><u>2022-23 All-State</u></b>  *Determined by the Sports Coaches Association  As of 6/6</p>
<p><b><u>Football</u></b>  Matt Steinl  Braden Miller  Andrew Wegert  Ian Phebus  Gabe Gurski  Garrett Lenzendorf  Tommy Raemisch</p> <p><b><u>Girls Golf</u></b>  Izzi Stricker - High Honors  Jordan Shipshock - High Honors  Georgia Volley - Honors  Gabby Ziegler - Honors  Emma Gilding - High Honors  Team - Honorable Mention</p> <p><b><u>Cross-Country</u></b>  Girls Varsity - Team Honor</p> <p><b><u>Boys Basketball</u></b>  Ryan Bassett  Drew Hanzel  Garrett Lenzendorf  Kaden Mackenzie  Ethan Niermeyer  Mason Lavold  Jake Whalen</p> <p><b><u>Girls Basketball</u></b>  Claire Meudt  Lexi Fuhremann  Ellen Dotzler  Emily Acker  Mar Ferrer Crespo  Ayla Olson  Emma Gilding  Ava Docherty  Audrey Meudt</p> <p><b><u>Wrestling</u></b>  Alex Hylland</p>	<p><b><u>Football</u></b>  Gus Allen - 1st Team  Robert Booker - 1st Team  Cayden Ellis - 1st Team  Wade Bryan - 1st Team  Tommy Raemisch - 1st Team  David Emerich - HM  Sam Hogland - HM</p> <p><b><u>Girls Golf</u></b>  Izzi Stricker - 1st Team  Jordan Shipshock - HM</p> <p><b><u>Girls Basketball</u></b>  Claire Meudt - HM</p> <p><b><u>Boys Hockey</u></b>  David Emerich - 2nd Team</p> <p><b><u>Girls Swim</u></b>  Emily Schmeiser - HM  Grace Blitz - HM  Kajsa Rosenkvist - HM  Megan Grindle - HM</p> <p><b><u>Boys Swim</u></b>  Nolan Wallace - HM</p>

Madison Mercurio Gabe Guralski McCoy Smith Quinn Pfeiffer Julian McKinley Mason Spear Sebastian Mejia-Gonzalez Braydon Barbian  <u>Girls Lacrosse</u> Ally Dupuis	
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**2022-23 CODE VIOLATIONS**

22 Total Code Violations 9 Illegal Substance 0 Alcohol Related 3 Vape 10 Conduct
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GoFan Ticket Sales 2022-23		
Sport	Tickets Sales	Tickets Sold
Football	\$62,984.00	11,196
Season Passes	\$41,720.00	2,072
Basketball (B/G)	\$24,435.00	4,737
Soccer (B/G)	\$17,955.00	3,109
Hockey (B/G)	\$10,555.00	2,056
Baseball	NA	NA
Wrestling	\$11,097.00	1,497
Volleyball	\$5,515.00	962
Gymnastics	\$1,605.00	321
Dance Team	NA	NA
Homecoming	\$6,445.00	1,365
Prom	\$10,035.00	759
Post Prom	NA	NA
<b>Totals</b>	<b>\$192,346.00</b>	<b>28,074</b>



Equipment	Date	Donation Detail	Amount
<b>Supplies</b>	5/18/2023	Scorebooks (4@\$8) billed by WCSD	32
	5/18/2023	Whistles (10@\$8) billed by WCSD	80
	5/18/2023	Towels (1 dozen) billed by WCSD	26
	5/18/2023	Program share of post-season awards/plaques billed by WCSD	14
<b>Food</b>	11/29/2022	Away game food (snack packs)	788
	12/21/2022	Away game food (snack packs)	742
	1/16/2023	La Crosse tournament meals	823
	2/1/2023	Away game food (snack packs)	1713
	2/28/2023	Away game food (snack packs)	1650
<b>Apparel</b>	11/22/2022	Warm-ups, travel suits, practice gear	3428
	11/22/2022	Shooting shirts	583
	11/29/2023	Apparel embroidery and screen printing	3436
	12/11/2022	Managers' apparel & embroidery	809
	3/9/2023	Conference championship t-shirts	672
<b>Transportation</b>			
<b>Purchased Services</b>	5/18/2023	HUDL Platinum, Focus, 12-hour game and scouting service	1340
<b>Facility Rentals</b>			
<b>Other</b>			

## Boys Hockey

		Actual
<b>Revenue</b>		2022 2023
	Game Day Program - Ads	8,425
	Misc Fundraising	516
	Captain's Ice Fees Collected	5,760
	Summer 151 League	1,700
	Gate Receipts	
	Donations	
	Salt Sales	19,902
	Club Skater Fees	
	Skater fees	4,875
	Merch	480
	Other - HFC Fundraising	1,518
		43,176
<b>Expenses</b>		
	Game Day Program Printing	450
	Tourney Expenses	
	Charter Bus	1,258
	Lodging	943
	Locker Room Fund/Team Expense/Paintball	734
	Special Events-HFC, parent night	3,556
		Banquet 2,305
		Gifts 457
	Meals - Away Games/Team meals	2,596
	151 Summer League Ice/Ref Fees	1,545
	Ice Fees	
	Captain's Ice Fees and coaching	3,900
	Skater Fee Credits	
	Misc (license, admin, film support, etc.)	2,585
	WDIR Pledge Commitment	
	Rink Cleaning	800
	Equipment(uniforms, pucks, decals, Hudl/Krossovers video)	18,507
	Photo work/Senior Banners/Team Poster Printing	1,265
	Merch	
	Salt Sales Expense	11,373
	HFC Donation (IN/OUT of fundraiser)	1,518
	Player SWAG	435
	Dryland Training	4,800
	Total Expenses	56,264
	Surplus/(Deficit)	(13,088)
<b>Reserve Balance</b>		
	Beg Cash Balance	43,024
	Ending Cash Balance	29,936

Equipment	Date	Donation Detail	Amount
<b>Supplies</b>			
<b>Food</b>			
Subway		InKind Food donation	200
Milios		InKind Food Donation	100
wcsd		in kind food	200
<b>Apparel</b>			
Trending Now		Clothing allowance	200
<b>Transportation</b>			
<b>Purchased Services</b>			
ProProductions		Discount on Posters	100
ProProduction Photo shoot			
<b>Facility Rentals</b>			
Rex InnKeeper		Waived Room Rental Fee	\$500
<b>Other</b>			
1901 Inc	2/17/23	Cash/Check	200
American Family	3/24/23	Cash/Check	198
Dane Manufacturing	1/13/23	Cash/Check	200
WIA Insurance Agency	1/11/23	Cash/Check	200
Lexico	1/11/23	Cash/Check	200
Zoe's	1/17/23	Cash/Check	200
H&R Carpets	1/25/23	Cash/Check	150
Taher	2/5/23	Cash/Check	100
Park Bank	2/17/23	Cash/Check	200
Luna Holdings	2/17/23	Cash/Check	100
Glacier Group	2/7/23	Cash/Check	200
GRB Academy	2/7/23	Cash/Check	200
Michael Kittoe: American F	2/7/23	Cash/Check	200
Duren Law Offices	2/7/23	Cash/Check	200
Neils Liquor / Culvers	1/17/23	Cash/Check	200
Lamere Family	2/8/23	Cash Check and Employee Matching with Ascendium (6,000)	8,000
Fluid Lacrosse	2/17/23	Cash/Check	200
Innovative Financial	1/11/23	Cash/Check	500

Equipment	Date	Donation Detail	Amount
		<b>Equipment</b>	<b>\$149</b>
<b>Supplies</b>			
<b>Food</b>			
		Away game food	4946
		Food for Varsity overnight	415
		Tryout food	101
		End of year banquet	<b>175</b>
<b>Apparel</b>			
		Conference champ t-shirts	995
		Training shirts	1530
		Varsity away game uniform shorts	495
		Goalie equipment	420
<b>Transportation</b>			
		Lamers	1291
<b>Purchased Services</b>			
		Escape Room	615
<b>Facility Rentals</b>			
<b>Other</b>			
		Varsity poster & trading cards	583
		Yard signs	229

<b>Equipment</b>	<b>Date</b>	<b>Donation Detail</b>	<b>Amount</b>
	11/14/2022	Suits	\$ 353.60
<b>Supplies</b>	11/11/2022	Team Snap App	\$ 129.99
	12/5/2022	Miscellaneous Supplies	\$ 108.55
	12/22/2022	Miscellaneous Supplies	\$ 26.28
<b>Food</b>	11/26/2022	Swim Meet Meals	\$ 76.94
	12/27/2022	Swim Meet Meals	\$ 23.01
	1/6/2023	Swim Meet Meals	\$ 450.44
	1/13/2023	Swim Meet Meals	\$ 99.31
	2/5/2023	Swim Meet Meals	\$ 57.96
	3/5/2023	Swim Meet Meals	\$ 506.59
<b>Apparel</b>	10/31/22	Coaches Shirts	\$ 48.42
	2/28/2023	State Shirts	\$ 299.10
	3/28/2023	Conference Shirts	\$ 393.50
<b>Transportation</b>			
<b>Purchased Services</b>	11/14/2022	Yard Signs	\$ 63.30
	2/5/2023	Team Posters	\$ 290.13
<b>Facility Rentals</b>			
<b>Other</b>	12/22/2022	Senior Gifts	\$ 353.36
	12/28/2022	Parents Night Flowers	\$ 50.64
	1/8/2023	Teacher Appreciation	\$ 10.54
	3/28/2023	Banquet	\$ 450.50
	5/4/2023	School Record Board Reimbursement	\$ 847.50

Equipment	Date	Donation Detail	Amount
<b>Supplies</b>			
<b>Food</b>			
	4/5/23	Costco: snacks/drinks for matches	182.2
	4/14/23	Jimmy John's: food during meet	47.38
	4/14/23	Jimmy John's: food during meet	42.64
	4/15/23	Costco: snacks/drinks for matches	169.45
	4/21/23	Jimmy John's: food during meet	63.77
	5/3/23	Costco: snacks/drinks for matches	130.33
	5/13/23	Jimmy John's: food during meet	37.91
	5/19/23	Milio's: food during meet	127.49
	5/20/23	Milio's: food during meet	127.49
	5/21/23	Milio's: food during meet	127.49
<b>Apparel</b>			
	6/22/23	WCSD: T-shirt uniforms	514.39
<b>Transportation</b>			
<b>Purchased Services</b>			
<b>Facility Rentals</b>			
<b>Other</b>			

Equipment	Date	Donation Detail	Amount
<b>Supplies</b>			
<b>Food</b>	9/9/22	pasta dinner	29.45
	9/22/22	team breakfast	504.88
	10/17	concession food at conference meet	362.55
	11/4	end of season banquet	3127.76
<b>Apparel</b>	10/28	shirts for state meet	240.54
<b>Transportation</b>			
<b>Purchased Services</b>	10/17	dj for conference meet	750
	10/21	poster print and senior banners	1193.39
<b>Facility Rentals</b>			
<b>Other</b>	11/4	senior gifts	252.4
	11/4	banquet awards and coach gifts	391.53

Equipment	Date	Donation Detail	Amount
		Technology (HUDL & filming equipment)	\$10,188
		Weight room equipment (2 new racks with weights and bars)	\$14,879
		Football helmet reconditioning	\$5,310
		Practice jerseys	\$1,203
		Replacement game jerseys	\$2,375
		Shoulder pads and backplates	\$1,582
<b>Supplies</b>			
<b>Food</b>		Away games and 2-a-day meals	\$3,968
		Leadership council lunches	\$583
		HS Gridiron camp meals	\$1,556
<b>Apparel</b>			
<b>Transportation</b>		Passing league bus	\$1,115
<b>Purchased Services</b>		Locker room sanitation	\$4,770
		Season highlight video	\$4,000
<b>Facility Rentals</b>		Turf payment made to WAEF	\$20,000
<b>Other</b>			

Equipment	Date	Donation Detail	Amount
	10/19/22	Fitness Loops & Marker Boards	\$505
<b>Supplies</b>			
<b>Food</b>			
	Season long	Away Game Food (Milio's, Costco, Piggly Wiggly Vendors)	\$1,816.90
<b>Apparel</b>		Towels (Trending Now)	\$100.00
		Uniforms (BSN)	\$5,044.23
		Travel Suits (BSN)	\$2,477.47
		Shooting Shirts (Trending Now)	\$738.50
		Practice Uniforms (BSN)	\$4,380.01
		Coaches Clothing (BSN)	\$1,884.55
<b>Transportation</b>			
<b>Purchased Services</b>	10/19/22	Pre-Season Conditioning (84/32 Basketball)	\$720.00
		Coaches Development/Clinic (WISBCA)	\$285.00
<b>Facility Rentals</b>			
<b>Other</b>			

Girls Lacrosse Donations

Equipment	Date	Donation Detail
Supplies		
Food	May - June	Milo's provided 25% discount on food purchased for away games
Apparel		
	April, 2023	HS lacrosse team hosted eating out fundraiser at Noodles to cover cost of uniforms. Received 332
	March, 2023	American Family made a \$500 donation to WEAF to help fund new HS uniforms
Transportation		
Purchased Services		

<b>Facility Rentals</b>		
	April, 2023	Cooper Storage provided a discounted rate on storage locker used by both HS and youth and 1 month free rent which is a value of 215 - hS share is 50%
<b>Other</b>	<b>The following were not designated to cover a specific expense so included in other</b>	
	May, 2023	4 Business (Dane Manufacturing, Springfield Welding, Trending Now and Joe Garza Photography) made 150 sponsorships each to benefit the Girls LAX program. HS share is 50%
	Feb, 2023	Youth and HS teams volunteered time to man the entrance of the Rotary lights. Received 1400 which benefits both HS and youth program. HS share is 50%
	Oct, 2023	HS and Youth Lacrosse families volunteer time to staff a UW concession at a football game. Received 1310 and HS share is 50%
	May, 2023	Milo hosted eating out fundraiser to benefit youth and HS clubs. Received 730 and HS share is 50%
	Dec and April 2023	Held merchandise sale at trending Now and Badger sporting. A portion received benefited the club. Received 656 - HS share is 50%
	August, 2022	Participated in Waunafest parade and won 2nd place in float competition. Received 100 - HS share is 50%
	Sep, 2022	HS and lacrosse kids volunteer at road races and designated club as receipt. Received 232 - HS share is 50%
	May, 2023	Ran a concession stand during the May 20 playdate. Parents donated the merchandise sold which drove profits
	May, 2023	A friend of the program donated 500 to meet the needs of the HS program
	Jan, 2023	A HS family made a donation to support the needs of the HS program

Total Donations Made to Booster Club to Support HS Girls Lacrosse



108
300
700
655
365
328
50
116
658
500
40

4,931

Girls Lacrosse Expenses

<b>Equipment</b>	<b>Date</b>	<b>Donation Detail</b>	<b>Amount</b>
	March	I pad repair	49
	March	Goalie Stick	211
	April	Pop up Tent, weights and banners for club	535
<b>Supplies</b>			
<b>Food</b>	May - June	Food for away games	1,259
<b>Apparel</b>			
	April, 2023	Merchandise for coaches and managers	485
	February, 2023	HS Uniforms	3,350
	June 2023	T-shirts	372
<b>Transportation</b>			
<b>Purchased Services</b>			
	March, 2023	Hudl Video Tool	630
<b>Facility Rentals</b>			
	Annual storage contract	storage locker - HS share	635

<b>Other</b>			
	June, 2023	Scholarships for 2 seniors	1,000
	May, 2023	Donations to Post Prom, Media team and Project Graduation (150 each + processing fees)	461
	May, 2023	Senior Night	714
	June, 2023	Banquet	294
	May, 2023	Team building	159
	July, 2022	Waunafest parade float supplies	120
	May, 2023	Turf Pledge (2500 for club - HS share is 1250)	1,250
	May, 2023	Team Posters	261

Total Expenses paid by booster club to support HS Gir 11,785

**Waunakee High School Athletic Booster Club  
Year-End Report  
to the Board of Education Co-Curricular Committee  
Sport: Girls Soccer**

School Year: 2022-2023

<b>BEGINNING BALANCE</b>	<b>\$ 14,203.67</b>
<b>MAJOR Income Sources</b>	<b>AMOUNT OF FUNDS RAISED</b>
<i>(Please Itemize)</i>	
Player Fees	\$ 7,360.00
Varsity Warm Ups Fee/Sponsor	\$ 1,200.00
Kickers Club/Family Sponsor	\$ 1,150.00
Extra Sock Fees	\$ 70.00
Raffle Tickets	\$ 9,280.00
Concessions	\$ 7,987.45
Varsity Poster Sponsors	\$ 700.00
Kids Clinic	\$ 1,880.00
Decal/Yard Sign Sales	\$ 390.00
Conference and Post Season T-shirt Sales	\$ -
<b>TOTAL</b>	<b>\$ 30,017.45</b>
<b>MAJOR EXPENSES/DONATIONS/GIFTS TO SCHOOL DISTRICT</b>	
<i>(Please Itemize)</i>	
WHS - Concessions	\$ 5,022.58
Website Expense	\$ 200.00
Donations	\$ 250.00
Senior Night	\$ 300.00
Parent Night	
Teacher Night	\$ 398.79
Corporate Expense	\$ 658.86
End of Year Banquet	\$ 1,230.00
Kickers Club Reception	\$ 491.50
Away Game food and drink	\$ 3,420.00
Printing Services	\$ 652.83
Raffle Cash Prizes	\$ 2,500.00
Raffle license	\$ 25.00
Varsity Posters	\$ 450.00
Senior Banners	\$ 208.52
Youth Clinic T-Shirts/Snacks	\$ 495.85
Soccer Socks – Steffans Soccer	\$ -
Uniforms and Equipment	\$ 10,039.36
WHS – Awards/HUDL	\$ 686.00
WHS - Lamers Coach Bus	\$ -
Program T-shirts	\$ 680.00
Conference and Post Season T-Shirts	\$ 279.05
Post Season Food	\$ -
<b>TOTAL</b>	<b>\$ 27,988.34</b>
<b>INCOME minus EXPENSES TOTAL</b>	<b>\$ 2,029.11</b>
<b>PROJECTED BALANCE OF FUNDS AT END OF YEAR:</b>	<b>\$ 16,232.78</b>

Equipment	Date	Donation Detail	Amount
	10/3/22	Suits	\$1,085
<b>Supplies</b>	6/23/22	Team Snap App	\$99.99
<b>Food</b>	8/30/22	Swim Meat Meals	\$210.00
	9/8/22	Swim Meat Meals	\$225.00
	9/10/22	Swim Meat Meals	\$150.00
	9/20/22	Swim Meat Meals	\$217.50
	10/4/22	Swim Meat Meals	\$232.50
	10/29/22	Swim Meat Meals	\$225.00
<b>Apparel</b>	1/9/23	State Shirts	\$174.00
<b>Transportation</b>			
<b>Purchased Services</b>	9/8/22	Yard Signs	\$253.20
	10/31/22	Team Posters	\$408.81
	11/8/22	State Posters	\$118.16
	11/14/22	Sectional Yard Signs	\$81.24
	11/14/22	State Yard Signs	\$84.40
	12/7/22	State Swim Caps	\$83.98
<b>Facility Rentals</b>			
<b>Other</b>	9/12/22	Parents Night	\$52.71
	10/3/22	Youth Night	\$120.33
	11/2/22	Senior Night	\$108.16
	12/22/22	Banquet	\$840.00
	11/21/22	School Record Board Reimbursement	\$847.50

Equipment	Date	Donation Detail	Amount
	8/19/22	Courtside chairs	\$807
<b>Supplies</b>	8/18/2022	Costco (re-order checks)	\$20.02
	10/18/2022	WCSD (KPress & Trends for awards)	\$71
<b>Food</b>	8/9/2022	Costco (snacks)	\$174.18
	8/9/2022	Costco (snacks and drinks)	\$323.95
	8/14/2022	Starbucks (team drinks/snacks after SPASH tournament)	\$69.52
	9/7/2022	Costco (snacks/drinks)	\$157.61
	9/9/2022	Food for Senior Night	\$182
	9/10/2022	Culver's (team meal after tournament)	\$72.36
	9/13/2022	Food for Varsity match	\$138.21
	9/17/2022	Culver's (JV Conference win celebration)	\$59.21
	9/17/2022	Varsity meal	\$86.70
	9/19/2022	Fruit and veggie trays for Senior Night	\$238.43
	9/23/2022	Panera (Conference lunch)	\$187.49
	9/24/2022	Jimmy John's (Conference lunch)	\$105.52
	9/25/2022	WCSD Food Services (tournament food)	\$751.50
	10/2/2022	Jimmy John's (Subsectionals lunch)	\$90.98
	10/3/2022	Starbuck (team drinks after Subsectionals)	\$63.72
	10/24/2022	WCSD Food Services (remainder of tournament food balance)	\$84.75
	10/24/2022	WCSD Food Services (banquet sundae bar)	\$280.00
<b>Apparel</b>	10/18/2022	Halara (uniforms)	\$1,401
	10/18/2022	WCSD (Badger Sporting Goods for t-shirts)	\$61.77
	10/18/2022	WCSD (Trending Now Promotions for screen printing logo)	\$307.50
<b>Transportation</b>			
<b>Purchased Services</b>	9/25/2022	Team poster design fee and posters	\$448.48
	9/25/2022	Minuteman Press (decals for Charlie Pyng)	\$109.46
<b>Facility Rentals</b>			
<b>Other</b>	8/13/2022	Gift cards to Culver's (\$20 x 6) and Noodles & Co (\$20 x 3) as prizes	\$180
	9/12/2022	Senior gifts	\$300
	9/19/2022	Balloons for Senior Night	\$36.57
	9/19/2022	Roses for Senior Night	\$15
	10/16/2022	Gift cards for coaches	\$200
	10/20/2022	Team banquet decor	\$27.22

Equipment	Date	Donation Detail	Amount
		Gymnastics Mats	\$1,625
<b>Supplies</b>			
<b>Food</b>			
<b>Apparel</b>		Uniforms (Leo's)	5693.74
		Extra Team Warm-up Jackets	605
<b>Transportation</b>			
<b>Purchased Services</b>			
<b>Facility Rentals</b>			
<b>Other</b>		Poster & Senior Banners	634.15
		Senior Night Supplies & Gifts	312.67
		End of Year Banquet & Awards	188.87
		Teacher Appreciation Night	58.11
		Youth Night T-shirts	398

## 2023 WHS Softball Booster Club

<u>Date</u>	<u>Transaction</u>	<u>Balance</u>
1/1/2023	Starting Balance	\$ 15,877.27
1/25/2023	Deposit - Interest	\$ 1.22
2/1/2023	Deposit - Lone Girl Fundraiser	\$ 1,510.50
2/1/2023	Check #5070 - Waunakee Baseball Boosters: GRB	\$ (2,880.00)
2/9/2023	Deposit - GRB fees from girls (8)	\$ 2,880.00
2/22/2023	Deposit - Interest	\$ 1.34
3/22/2023	Deposit - Interest	\$ 1.33
3/27/2023	Check #5071 - Jason Nachreiner: Bats (4)	\$ (1,350.37)
3/27/2023	Check #5072 - Robb Thole: Zip ties for windscreen	\$ (179.20)
3/28/2023	Deposit - Booster fees + various other fees	\$ 8,110.00
4/2/2023	Check #5073 - BPI: Summit and Top Cut Banners	\$ (283.72)
4/2/2023	Check #5074 - SpeedPro: Varsity windscreen	\$ (6,350.00)
4/2/2023	Check #5075 - JoAnne Ripp: Schriber memorial	\$ (50.00)
4/2/2023	Check #5076 - Jason Nachreiner: Board/Team Rep Meeting	\$ (457.05)
4/3/2023	Check #5077 - JoAnne Ripp: First Pitch Party	\$ (414.38)
4/3/2023	Check #5078 - JoAnne Ripp: Concessions	\$ (314.05)
4/3/2023	Check #5079 - Blair Paulsen: Zip ties for windscreen	\$ (219.31)
4/3/2023	Check #5080 - Cash: Concession stand change	\$ (150.00)
4/4/2023	Check #5081 - Tony Lobraco: Drag nets (2)	\$ (456.86)
4/5/2023	Deposit - Banner/advertising payments	\$ 3,000.00
4/11/2023	Debit - SportsEngine: Website	\$ (1,049.00)
4/12/2023	Check #5082 - Minuteman Press: Helmet/window decals and signs	\$ (448.27)
4/13/2023	Deposit - Transfer/donation from WGSA (closed account)	\$ 6,977.57
4/21/2023	Check #5083 - Minuteman Press: Mug decals	\$ (36.32)
4/26/2023	Deposit - Interest	\$ 2.36
4/27/2023	Check #5084 - Trending Now: Sweatpant and shirt	\$ (60.14)
4/27/2023	Check #5085 - Trending Now: Spirit packs and jackets	\$ (3,816.99)
4/30/2023	Check #5086 - Christine Paulsen: Mugs	\$ (221.52)
5/2/2023	Debit - SportsEngine: Website	\$ (1,049.00)
5/6/2023	Check #5087 - VOID	\$ -
5/6/2023	Check #5088 - Trending Now: Senior blankets	\$ (384.00)
5/13/2023	Check #5089 - Minuteman Press: Senior booklets	\$ (347.60)
5/13/2023	Check #5090 - Juda School District: Game food	\$ (191.41)
5/13/2023	Check #5091 - Pocket Full of Posies: Flowers	\$ (160.00)
5/24/2023	Deposit - Interest	\$ 1.62
5/25/2023	Check #5092 - SpeedPro: Milio's banner	\$ (200.45)
5/26/2023	Deposit - Concessions	\$ 927.00
6/2/2023	Deposit - Banner / advertising payments	\$ 1,550.00
6/2/2023	Deposit - Mugs, decals, signs, etc...	\$ 290.00
6/3/2023	Check #5093 - JoAnne Ripp: Noodles team dinner, concessions	\$ (725.55)
6/3/2023	Check #5094 - UPS: Box rental (#216) for 1 year	\$ (180.00)
	Debit - 1 box of checks	
6/12/2023	Check #5095 - Waunakee Chamber: Waunabucks for Sienko	\$ (100.00)
6/12/2023	One Community Bank (debit): \$500 scholarships X 3	\$ (1,500.00)
6/15/2023	Check #5096 - Heidi Lobraco: Varsity coaches gifts	\$ (122.76)
	Check #5097 - Kerry Abercrombie: JV coaches gifts	\$ (265.64)
	Check #5098 - Minuteman Press: YE booklets and certificates	\$ (915.09)
	Check #5099 - Alex Jurkata: YE video + tip	\$ (200.00)
	Check #5100 - WCSD: HUDL fees for 2023	\$ (340.00)
6/30/2023	Check #1001 - WCSD: Field improvements	\$ (775.00)
	Check #1002 - Badger Sporting Goods: Adidas pants (35)	\$ (2,769.38)
	Check #1003 - ProProductions: Posters and senior banners	\$ (1,053.77)
7/22/2023	Deposit - Banner/advertising payment	\$ 250.00

	<b>Date</b>	<b>Donation Detail</b>	<b>Amount</b>
<b>Equipment</b>			
	1/25/23	Hurdle carts	1,266.16
	3/4/23	Plyo boxes	250.62
	6/26/23	Hurdles	7,560.00
	6/26/23	Inside discus, shots and starting blocks	840.72
	6/26/23	Starting blocks	1,348.00
	6/26/23	High jump pit	2,165.00
<b>Supplies</b>			
<b>Food</b>			
	4/13/23	Away meet food	392.25
	4/13/23	Away meet food	53.67
	4/19/23	Away meet food	783.60
	5/19/23	Team snack	50.68
	5/26/23	Away meet food	166.36
<b>Apparel</b>			
	4/16/23	Coach apparel	616.20
	6/2/23	State athlete shirts	315.00
	6/2/23	State coach shirts	239.98
	6/11/23	Conference coach shirts	195.00
	6/26/23	Uniform jerseys	2,410.00
<b>Transportation</b>			
	6/26/23	State meet bus upgrade	950.00
<b>Purchased Services</b>			
	4/13/23	Meet timing	125.00
	5/19/23	Meet timing	2,039.00
	6/26/23	HUDL	340.00
<b>Facility Rentals</b>			
<b>Other</b>			
	3/26/23	Bands and carabiners for PRs	461.24
	6/26/23	Record board updates	115.00
	6/26/23	2023 Track awards	323.00

Wrestling Boosters

Equipment	Date	Donation Detail	Amount
<b>Supplies</b>			
<b>Food</b>			
<b>Apparel</b>	October 2022	Rudis (Warm-ups, Uniforms)	8877
	Nov. 2022	Coach & Manager Clothing	945
<b>Transportation</b>			
<b>Purchased Services</b>		Hudl	339
		Season Highlight Video	1000

<b>Facility Rentals</b>		Hotel for Bi-State Tournament	3168
<b>Other</b>		Year End Awards	702
		Poster & Senior Banners	908
		End of Year Banquet (Food)	315
		Bi-State (Managers & Coaches Tickets)	140
		USA Wrestling Membership (Athletes)	500

Proposed Code #	Title	Current policy code	WASB recommendation	WASB Comment (if any)	Review	
370	Extracurricular Activities and Programs	370	Replace with PRG 370 Sample 1	Some of the material covered by WCSO current 377 is covered by the 370 PRG sample 1. You might choose to incorporate some of the local policy decisions you made in your current 377 and related rules into the proposed 370 - WASB PRG updates relating to extracurricular policies will be made to 370.	Merge current 377	
370 Rule 1	Co-curricular Activity Size Limitations Coach/Player Ratios	370 Rule 1	Keep current rule.		add cheer & Dance	
370 Rule 2	Co-curricular Activity Program Eligibility	370 Rule 2	Amend rule to address resident home school students, see my proposed draft.	Your current rule 2 addresses eligibility to participate in extracurricular activities in a manner that suggests that resident home school students are not allowed to participate. Wis. Stat. 118.133 requires school districts to allow resident home school students to participate in extracurricular activities if they are otherwise eligible. The PRG does not have a sample directly addressing this. Note you are not required to have a policy or rule addressing this, but since your rule addresses eligibility to participate in a manner that arguably excludes resident home school students, you should amend the policy. I added a statement to the policy that minimally addresses the right of resident home school students to participate in extracurricular activities.		38
370 Rule 3	Co-curricular Offerings	370 Rule 3	Keep current rule.			
370 Rule 4	Co-curricular Reduction/Addition Guidelines	370 Rule 4	Keep current rule.		Add notes per RG	

370.1	State/National (Non-athletic) Competitions	370.1	Keep current policy.	The PRG does not include a sample on this topic.		
none	Interscholastic Athletics	377	Repeal	This content covered by proposed PRG 370. Consider incorporating local policy choices from this policy into 370 and related rules.	Repeal but merge items with PRG370	
370 Rule	Waunakee High School Co-Curricular code and Policies (Use of Alcohol, Tobacco or Controlled Substances)	377 Rule 1	Recode to rule under proposed 370, review and update as needed.	<p>WCSD current 377 incorporated into proposed 370. Note comments from QC:</p> <p>DATE FLAG: In April 2019 the WIAA adopted a new rule governing participation by students who are charged with or convicted of a felony. Some districts' Codes of Conduct would not be consistent with this new WIAA rule, although WCSD existing language appears to be at least generally aligned to the new WIAA position.</p> <p>More generally, codes should be reviewed annually for consistency with the WIAA high school athletic eligibility rules:  <a href="https://www.wiaawi.org/Portals/0/PDF/Eligibility/eligibilityinfoform.pdf">https://www.wiaawi.org/Portals/0/PDF/Eligibility/eligibilityinfoform.pdf</a></p> <p>NOTE: At least at a quick glance, some of the code provisions for middle school participation, particularly academic related provisions, appear to be more extensive than the high school code--which would be unusual. Often, the high school code is more extensive than the middle school code.</p>	In handbooks that are reviewed each year.	39

370 Rule	Waunakee Middle School Co-Curricular Code and Policies	377 Rule 2	Recode to rule under proposed 370, review and update as needed.	See comments for WCSO current 377 Rule 1 above.		
377.1	State Tournament Attendance	377.1	Keep current policy	The PRG does not include a sample on this topic.		
377.2	Random Drug Tests and Co-curricular Participation		Keep current policy	The PRG does not include a sample on this topic.		
377.2 Rule	Random Drug Tests	377.2 Rule	Keep current rule	The PRG does not include a sample on this topic.		40

In handbooks that are reviewed each year.

# EXTRACURRICULAR ACTIVITIES (including Athletics)

Waunakee Community School District

Policy 370

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Extracurricular activities are recognized as an integral part of the educational program. Students are strongly encouraged to participate in such activities, while giving their academic work the priority it deserves.

All extracurricular activities sponsored by the District, including organized interscholastic and intra-District athletics and fitness opportunities, shall:

1. Be designed to be an extension of the curriculum or provide experiences for students that enhance student learning and/or personal, social, and physical growth and development.
2. Be approved by the School Board when the activity involves a new or substantially modified funding and/or staffing obligation, or by the District Administrator or building principal when the activity does not involve such additional budgetary or staffing obligations.
3. Have an adult advisor/supervisor appointed by the District Administrator or his/her designee.
4. Be funded in a manner that is consistent with applicable District policies and procedures.
5. Be scheduled in such a way so as to minimize infringement upon the regular school day and the daily schedule of classes. Any activity or event scheduled during the school day must have approval of the building principal.
6. Participation in interscholastic athletics is limited to students in grades 9-12 with participation of properly supervised teams from grades 7 and 8 also permitted in a limited program within their own grade levels with other schools.
7. Students in grades 8 and/or below are prohibited from competing with or against 9-12 grade students in member schools without a waiver from the W.I.A.A.
8. Arrangements shall be made by school administration for the provision of emergency services at all extra-curricular events. This provision may be letting the coach/advisor know whom to contact in case of emergency. The designated person shall be knowledgeable of the school's emergency nursing policy and procedures as well as the After School Event Emergency Plan. Other school personnel may handle routine first aid procedures and first aid kits must be on hand at every athletic event.

Students shall be expected to abide by all rules and regulations established for participation in District-sponsored extracurricular activities, including interscholastic athletics. Where applicable, these rules and regulations shall be consistent with any rules of eligibility and conduct required by state or other associations to which the activities are affiliated (for example, the Wisconsin Interscholastic Athletic Association (WIAA) for interscholastic activities offered in the District). Students who violate such rules and regulations shall be subject to disciplinary or other action. All students participating in activities or events as representatives of the Waunakee Schools shall receive a copy of the code of conduct and shall sign a statement indicating that he/she understands the code and its conditions. The building principal or his or her administrative designee shall be responsible for the enforcement of the provisions of the student code of conduct.<sup>1</sup>

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<sup>1</sup> The last 2 sentences are from the current WCSD 370.

# EXTRACURRICULAR ACTIVITIES (including Athletics)

Policy 370

Waunakee Community School District

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No student or other youth shall be permitted to participate in any District-operated youth athletic activities unless he/she has provided the school with a properly-signed concussion and head injury information sheet as required by state law, the information sheet distributed by the District shall also include information about the nature and risk of sudden cardiac arrest during youth athletic activities.

**No student may start practice for any athletic team until he/she has a physical every other year.**

The Board encourages the full participation of elementary and middle school (K-8) students in available co-curricular and recreational programs and activities that are offered by and through the District. For purposes of this Board policy, "full participation" means fair and equitable participation opportunities (1) in a manner consistent with applicable nondiscrimination requirements, and (2) to the extent that the budget, facilities, or type of activity allows. The building principals and their designees in the District's K-8 buildings are responsible for informing students and parents and guardians of the co-curricular and recreational activities that are available at the relevant grade levels and for implementing registration and scheduling processes in a manner that gives due regard for the goal of full participation.

The District shall not unlawfully discriminate in admission to or participation in any program or activity, standards and rules of behavior, disciplinary actions or facilities usage on the basis of the person's sex, sexual orientation, race, color, national origin, ancestry, religion, creed, pregnancy, marital or parental status, any physical, mental, emotional or learning disability, or any other legally-protected status or classification. This policy does not, however, prohibit the District from placing a student in a program or activity based on standards of individual performance, or from providing separate programs and facilities in interscholastic athletics for males and females if such programs and facilities are sufficiently comparable in type, scope, and support from the District. Discrimination complaints shall be processed in accordance with established District procedures.

## Legal References:

### Wisconsin Statutes

- [Section 118.13](#) [student discrimination prohibited]
- [Section 118.133](#) [home-based private educational program student participation in interscholastic athletics and extracurricular activities]
- [Section 118.293](#) [requirements for addressing concussions and head injuries in youth athletic activities]
- [Section 118.2935](#) [requirements for providing information about sudden cardiac arrest in connection with youth athletic activities]
- [Section 120.12\(23\)](#) [policy requirement; access to extracurricular and recreational activities by K-8 students]
- [Section 120.13\(1\)](#) [school board power to adopt student conduct rules and discipline students]

### Wisconsin Administrative Code

- [PI 9.03\(1\)](#) [student nondiscrimination in student extracurricular activity and interscholastic athletics policies]

# EXTRACURRICULAR ACTIVITIES (including Athletics)

Waukeke Community School District

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## Cross References:

District Extracurricular/Athletic Code(s)  
411-Rule (1) Student Discrimination Complaint Procedures  
370-Rule (2), Co-Curricular Program Eligibility  
370-Rule (1), Co-Curricular Activity Size Limitations  
447.31 In-School Suspension  
881, Relations with Community (Wednesday Activities)  
WASB PRG 370 Sample Policy 1

**Adoption Date:** 11/8/82

**Revised:** 10/9/89

March 1994

January 2002

**CO-CURRICULAR ACTIVITY SIZE LIMITATIONS  
COACH/PLAYER RATIOS**

370-Rule (1)

Size Limitations

It will be the responsibility of the principal, athletic director, and assistant principal involved with non-athletic activities, to meet prior to the school year to review the number of students that are expected to engage in an activity and to meet after the activity has begun if the numbers are below the minimum recommended number.

The status of an athletic team is to be reviewed when the number of participants drops below one and one-half times a team's regulation size. After review, the committee's recommendation will be presented to the Waunakee Community Board of Education for review and action.

Coach/Player Ratio

Approximate ratios subject to annual review by the athletic director and principal with a final decision by the Board of Education.

A. Middle School

20 to 1 for football, basketball, volleyball, track, cross country ~~and softball~~

15 to 1 for wrestling

13 to 1 for cheerleading

25 to 1 for dance team

B. High School

13 to 1 for football - all levels, cheerleading - all levels

15 to 1 for volleyball, wrestling, basketball, softball, lacrosse, baseball, track at varsity and JV level, 20 to 1 at freshman level

18 to 1 for soccer - all levels

20 to 1 for cross country, swim, golf - all levels

10 to 1 for hockey, gymnastics

20 to 1 for tennis

25 to 1 for dance team

Cutting

The middle school shall have a no-cut policy for its interscholastic program. Students shall receive the opportunity to play through a rotation system in basketball and volleyball if necessary.

Cutting is allowed at the high school. It is to be done tactfully and personally by coaches (no list posted, etc.). Cuts may be reviewed by the athletic director and principal.

Other Co-Curricular Activities – Director/Student Ratio

A. Middle School

25/1 for Future Problem Solving, and Middle School Drama/Musical Productions and Junior Science Olympiad, or any like performance competition activities

20/1 for Forensics

20 entries/1 coach for Solo/Ensemble\*

B. High School

30/1 for Spring Plays/Musical with Director Assistant

20/1 for Forensics

~~25/1 for Dance Team~~

20 entries/1 coach for Solo Ensemble\*

\*Exclusions in definition of entries include:

1. Large group ensembles that are primarily coached during the school day.
2. Ensembles that are listed as another co-curricular (HS and MS jazz ensembles, HS vocal jazz, MS vocal ensemble)
3. Entries that are coached by private instructors.
4. Any solos or other small groups that can be accommodated during the day.

Cross Ref.: 535.21, Coaches/Volunteer Coaches

Adopted: 2/13/84

Revised: 4/22/91  
March 1994  
6/8/98  
December 2002  
July 2004  
January 2007  
October 2008

Waunakee Community School District

## **CO-CURRICULAR PROGRAM ELIGIBILITY**

370-Rule (2)

### Activities governed by eligibility are:

1. Forensics
2. Drama (1-Act, All School Play)
3. Musical
4. Athletics
5. All Music Groups
6. Dance Team
7. Cheerleaders

### Academic Eligibility - High School

Students participating in the co-curricular programs are responsible for maintaining scholastic eligibility. Students in all co-curricular activities must take a minimum of six courses each semester. Eligibility is computed each nine-week grading period. In order to maintain scholastic eligibility, a student taking six academic courses must receive a minimum of five passing marks. If a student has one failing mark, he/she must have a "C" or above in one of the remaining five courses. If a student receives two failing marks, he/she will be ruled ineligible. Incompletes are considered failing marks until all work is completed and a grade has been issued.

A student declared scholastically ineligible may regain probationary eligibility after a period of 15 school days and is doing passing work in all classes. The student must have each teacher fill out the "Student Weekly Eligibility Report", which can be obtained in the school office, and turn it in each school week for the remainder of the nine week grading period.

During the 15 school days of the ineligibility period, he/she may practice but is not allowed to participate in any extra-curricular game or activity. During all succeeding weeks, he/she can participate in all games and activities provided ALL grades received are passing and the form has been returned to the office.

Eligibility is determined by the 1st and 3rd nine-week progress grades and the 1st and 2nd semester grades. INELIGIBILITY may be made up during the summer. Students ineligible at the end of the 2nd semester grading period will follow the procedure outlined above for the first nine weeks of the following school year.

Academic Eligibility - Middle School

Students participating in co-curricular programs are to maintain a passing grade in all classes. A student receiving an "F" shall continue to practice with his group or team but cannot participate in games, concerts, or meets. Eligibility is determined at the end of four weeks into each progress grading period, and at the end of each nine weeks grading period. This eligibility provision carries over to the beginning of the first quarter of a student's freshman year (fall activities). Students can regain eligibility at the end of their first three weeks of classes in the high school under the provisions in the second paragraph in the high school eligibility section. A student can regain eligibility during an activity season by raising his/her level of work above failing in the affected classes.

● **8th Grade Students - Fall Activities** - 8th Grade Eligibility for Fall Activities will be based on a student's 4th quarter grades of 7th grade. Students with 1 or more F's will be ineligible for competition for 10 calendar days or a minimum of 1 contest/event. After 10 days or 1 contest/event the student will be reinstated. They will also have to complete the 14 day report to maintain their eligibility.

● **8th Grade Students - 14 day report** - (Calendar days from the 1st day of school) - 8th grade students who are ineligible at the start of Fall Activities will be given a grade report sheet on the Monday of the week of the 14th day. Students must return the completed grade report sheet to their coach by that Friday. If the student has 1 or more F's they will again be ineligible for 10 calendar days or a minimum of 1 competition/event. \*Failure to return a grade report sheet would result in the student-athlete being ineligible for 10 calendar days or a minimum of 1 competition/event.

● **Incoming 7th Graders - Fall Activities** - Incoming 7th graders participating in Fall Activities will be afforded initial academic eligibility. Eligibility will be evaluated when 1st quarter grades are submitted.

● **All Students - Winter/Spring Activities** - Based on the most recent grade report, quarter or semester: 1 or more F's will result in a 10-day ineligible period (minimum of 1 competition/event). After 10 days a grade report sheet will be submitted to their coach/advisor. All classes must be passing to regain eligibility.

● **Regaining Eligibility** - Any student serving an Academic Suspension must turn in a grade report sheet signed by all of their teachers attesting that the student is doing passing work.

Tuition Student Participation in Interscholastic Athletics

Tuition paying students who are paying their own tuition to attend Waunakee Community School District and are residing full-time with their parents in their primary residence are eligible to participate on interscholastic athletic teams in the school in which they are paying tuition to attend.

#### Attendance Requirement

The district requires students participating in or attending the co-curricular program to be in attendance at school on the days that specific activities will be practicing or participating in a concert, game, etc. A **Middle School** student must be in attendance at school by 11:55 a.m. on a day in which he/she participates in an after school activity. **A High School student must be in attendance at school by 11:55 a.m. on a day in which he/she participates in an after school activity.** If a participant cannot be in school for reasons other than illness, the absence must be pre-planned and pre-approved by the principal, activities director, or assistant principal for the student to practice or participate that day.

#### Foreign Exchange Student Participation in Interscholastic Athletics

All foreign exchange students must apply for admission to Waunakee Community High School. Applications for admittance must be received by July 15<sup>th</sup> if the applications are to be considered for the start of the fall semester of the upcoming year. All applications must be from exchange programs approved by the Board of Education and that have received a “Full” listing status by the Council on Standards for International Education Travel (CSIET). The individual applicants are subject to acceptance or rejection as determined by the high school principal. Subsequent to approval for attendance the district will waive, for one year, upon request, the residence requirement for eligibility and participation in interscholastic athletic competition.

#### Resident Students Participating in Home-based Educational Programs

**Students who resides in the school district and are enrolled in a home-based private educational programs may participate in interscholastic athletics and other extracurricular programs on the same basis and to the same extent that it permits pupils enrolled in the school district to participate.**

Adopted: 11/8/82

Revised: 4/22/91  
March 1994  
April 1997  
June 8, 1998  
July 2001  
May 2005  
August 2013  
September 2015  
December 2021

Waunakee Community School District

Policies of the Board of Education

Series 300: Instruction

### CO-CURRICULAR OFFERINGS

370-Rule (3)

Co-curricular activity participation plays a significant role in the total educational development of our young men and women. The Waunakee Community School District offers a wide range of co-curricular activities for students.

#### Reduction in Offerings

Annually ~~in May~~ the Activities Director/Principal shall ~~certify~~ **provide** to the Board of Education the actual number of participants in each activity. The ~~certified~~ number of participants shall constitute the basis of reviewing and establishing coaching/advisor staff for succeeding seasons in each district activity. In assessing the need to reduce the number of co-curricular offerings the “priority criteria”, as established in Policy 370-Rule (4) will be utilized.

#### New Offerings

In order to best provide for the needs and interest of our students, a change in the activities offered must take place from time to time. Consideration will be given to the addition of activities, including the resumption of inactive organizations, based upon criteria as outlined in Policy 370-Rule (4).

Adopted: July 2004

Waunakee Community School District

Policies of the Board of Education

Series 300: Instruction

**CO-CURRICULAR REDUCTION/ADDITION GUIDELINES**

370-Rule (4)

Reduction/Addition of Program Offerings Guidelines

Reduction in Offerings:

In assessing the need to reduce or cut co-curricular programs in the following “priority criteria” will be used to formulate the recommendations(s):

1. The total net cost of the program to district.
2. The total number of participants in the program.
3. The cost per participant within the program.
4. The socialization/spectator value of the co-curricular program to students.
5. The combination of a program offering both a girls and boys option (equity).

Other considerations may include:

1. The number of spectators who pay to view the program (revenue).
2. Increasing fees to offset the cost of maintaining a/all programs.
3. The program is offered by a majority of other conference schools.
4. Booster Club funding/support.
5. The Board of Education retains the right to consider the “academic” value of a program in making final budget cut decisions.

New Offerings: (Initial Requests due by October 31<sup>st</sup> to Co-Curricular Committee)

In assessing the need to add a new co-curricular activity, including the resumption of an inactive activity, the following criteria will be use to evaluate the request:

1. Sufficient demonstrated interest by the student body.
  - a. Written registration and certification with the principal/activities director of the required minimum number of students who wish to participate.
  - b. A student/parent meeting to discuss the activity.
  - c. Prospects for long-term participation and student involvement.
2. Description of the group’s proposed activities including total district budget implications.
3. Availability of funds within budget guidelines as established by Board of Education.
4. Booster Club funding/support.
5. Availability of necessary facilities within which to conduct the activity.
6. Availability of a qualified advisor/coach approved by the administration.
7. Safety/liability factors for students/District.
8. Final approval of the Board of Education.

Co-Curricular request for Paid Advisors

After a Co-Curricular has been active for 3 consecutive years the advisor may submit a request for consideration as a paid advisor. To make this request the advisor must submit to their

principal by the end of February the school year prior to be considered as a paid advisor for the next school year. The request submitted to the principal must include the following:

1. Club rosters from the last 3 years
2. A list of activities the club has done
3. A list of activities the club has scheduled for the future

Once received, the principal should draft a statement of support for the request which includes the proposed pay schedule for the activity. Completed packages should be sent to the Superintendent's Administrative Assistant no later than the first week in March. After that date requests will not be considered for the upcoming school year.

The 3-year waiting period does not apply to new co-curricular offerings of clubs that compete.

**NEW CO-CURRICULAR PROGRAM  
Guidelines/Proposal  
BOE Policy 370-Rule (4)**

**\*\*Initial Request are due by October 31<sup>st</sup> to the BOE Co-Curricular Committee\*\***

Name of Organization: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

Date of Request: \_\_\_\_\_

**I.) Students & Staffing**

- a. Demonstration of interest by student body.
  - 1. Please attach a written list of students who have signed up or are interested.
  - 2. Date of student/parent meeting: \_\_\_\_\_
  - 3. Prospect of long term participation and student involvement:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- b. Coach/Advisor/Director: \_\_\_\_\_  
(or Names of potential coach/advisor/director)

- c. Description of Group Activities:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**II.) Budget Implications**

- a. Are district funds being requested?                      Yes                      No
  
- b. If yes: approximately how much is being requested? \_\_\_\_\_
  
- c. Are you requesting a paid advisor position after a three-year review period?  

Yes                      No
  
- d. Is there Booster Club support/funding?    Yes                      No

**III.) Facilities**

a. What District Facilities are needed for this program?

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b. Are there any safety/liability factors for the student/district?    Yes    No

If Yes, please explain:

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**Principal/Activities Director**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**District Administrator**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Approval by BOE:**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Adopted:     July 2004

Waunakee Community School District

Revised:     August 2009

**STATE/NATIONAL (NON-ATHLETIC) COMPETITIONS**

370.1

The Waunakee Community School District believes that participation of students in state/national competition as part of their co-curricular participation can promote participation, develop self-esteem, expand social/performance skills and provide recognition for the individual, the program and the school district.

The district supports opportunities of this nature however participation in any national competition that requires out of state travel and/or for any extended periods of time is restricted to those students and programs that compete at the grade 9-12 (high school) levels only. Participation in local/state competition will be supported and approved for fifth through eighth grade levels students providing there are an adequate number of chaperones (staff/parents). Participation in local/state or national competition will not be approved for any PreK through fourth grade student/program.

Costs for recognized/approved state/national competition participation at the 9-12 level will be provided through a combination of fundraising/parent support and district support. The district will provide funding support for in-state travel only. Competition costs for district recognized and approved local/state competition for students at fifth through eighth grade will be funded by the district. Local/state competition funding will include necessary entry fees, transportation to/from the competition and any competition costs directly associated with the event. Chaperones/advisors will also be reimbursed for their meal costs. Parents will be responsible for any extraneous costs beyond those identified above including hotel/overnight accommodations and meal costs.

Requests for participation in local, state or national competition shall be submitted for Board approval per the appropriate guidelines as outlined in Policy 352 – Field Trips and Excursions – Rules 1-3 and Exhibit.

The District shall not discriminate in admission to or participation in, rules of behavior for or disciplinary action in any co-curricular program or activity or facilities usage because of the person's sex, race, national origin, religion, color, ancestry, creed, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional or learning disability or handicap.

Discrimination complaints shall be processed in accordance with established complaint procedures.

Legal Ref.: Sections 118.13 Wisconsin Statutes  
120.12 (23)  
120.13 (1) (a)  
PI9

Cross Ref.: 352-Field Trips and Excursions Rule 1-3/Exhibit  
370 – Student Co-Curricular Activities Rule 1-4  
411 – Equal Educational Opportunities Rule 1-2/Exhibit  
447.31 – In School Suspension  
881 – Relations with Community (Wednesday Activities)

Adopted: August 2006

## INTERSCHOLASTIC ATHLETICS

377

The Waunakee Community School District Board of Education believes individual students will benefit through opportunities to grow physically and intellectually through their experience in self-discipline and their contribution to team effort made possible through competitive interschool and/or intramural team and individual sports activities.

The Board shall provide grade 7-12 students with interscholastic athletic competition in a variety of sports. Qualified personnel will be provided for coaching and supervising individual sports.

### POLICY CONDITIONS

- 1) Participation in interscholastic athletics is limited to students in grades 9-12 with participation of properly supervised teams from grades 7 and 8 also permitted in a limited program within their own grade levels with other schools.
- 2) Students in grades 8 and/or below are prohibited from competing with or against 9-12 grade students in member schools without a waiver from the W.I.A.A.
- 3) The athletic program is an integral part of the school curriculum and comes under the authority of the principal to the same degree as do all other phases of the curriculum.
- 4) Those teachers/Coaches having direct responsibility for the conduct of the athletic program of the school are required to conform in all ways to the general education program as laid down by the Board and administration, including such matters as schedules, financial expenditures, relationships with other schools, and health and safety regulations.
- 5) The Waunakee High School is a member of the Wisconsin Interscholastic Athletic Association (W.I.A.A.), and in all athletic matters will adhere firmly to the rules and regulations of that body and to the philosophy of sports which WIAA encourages. The eligibility of students to participate in athletic programs is determined in accordance with WIAA regulations and WCSD Board of Education policies.
- 6) No student may start practice for any athletic team until he/she has obtained written consent from the parent or legal guardian which includes Knowledge of Risk and Informed consent, Consent for Emergency Medical Treatment, Co-curricular consent form, and Parent & Athlete Concussion form.
- 7) No student may start practice for any athletic team until he/she has a physical every other year.

- 8) Expenditures for the athletic program are incorporated as part of the general budget of the Board. Coaches of each sport will submit their budgetary needs to the athletic director for the next school year, and the latter will present the total athletic budget request to the Business Manager for approval and inclusion in the general budget. No expenditures for athletic purposes may be made in excess of those listed in the budget without approval of the Business Manager.
- 9) District participation in interscholastic athletics will be subject to approval by the Board.
- 10) Arrangements shall be made by school administration for the provision of emergency services at all extra-curricular events. This provision may be letting the coach/advisor know whom to contact in case of emergency. The designated person shall be knowledgeable of the school's emergency nursing policy and procedures as well as the After School Event Emergency Plan. Other school personnel may handle routine first aid procedures and first aid kits must be on hand at every athletic event.

The District shall not discriminate in participation in interscholastic athletic programs or activities, rules, behavior, disciplinary actions or facilities usage because of the person's sex, race, religion, national origin, ancestry, color, creed, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional or learning disability or handicap. Discrimination complaints shall be processed in accordance with established complaint procedures.

Legal Sections:       118.13 Wisconsin Statutes  
                               120.13(1)  
                               252.14

Cross Ref.:           370-Rule (1), Co-Curricular Activity Size Limitations  
                               370-Rule (2), Co-Curricular Eligibility  
                               377-Rule (1), Athletic Code Regulations  
                               377-Rule (2), Athletic Program Rules  
                               411-Rule (1), Student Discrimination Complaint Procedures

Adopted:           11/8/82

Revised:           9/14/87  
                           March 1994  
                           January 2002  
                           May 2005  
                           August 2013

Waunakee Community School District

**WAUNAKEE HIGH SCHOOL CO-CURRICULAR CODE AND POLICIES**

**370 Rule 1**~~377 Rule (1)~~

**Use of Alcohol, Tobacco or Controlled Substances**

Any student using or possessing alcohol or tobacco or using, possessing, buying or selling illegal controlled substances (street drugs and/or performance enhancing substances) shall be suspended from participation in co-curricular activities. This rule is to be in effect and enforced for twelve months of the year.

Any student who provides, buys or sells either alcohol, non-alcohol "look alike" or malt beverages, and/or any illegal controlled substance including "look alike" drugs or performance enhancing substances will be subject to the sanction stipulated in the violation sections of the co-curricular code.

First Violation:

Restriction from co-curricular participation (competition) for a period of 33.3% of the participating students co-curricular contests which the violating student would choose to participate in for one season (fall, winter, or spring). Any remaining percentage of the suspension not served shall be applied toward the next sport or activity in which the student participates. A student disciplined for the first violation will be encouraged to practice with his/her team/organization. All training rules and requirements of the team/organization must be followed by the suspended student.

1. If a student is found to be in violation and agrees to go through a student assessment and to follow the assessment recommendations, there shall be a 20% suspension for each co-curricular activity, the next season of participation. Refusal or failure to take the assessment or to follow its recommendation and he/she shall serve the balance of the 33.3% as outlined above.

Second Violation:

Restriction from co-curricular participation (practice and competition) for one full calendar year from the date on which the penalty for the co-curricular code violation was implemented by administrative action.

2. If a student is found in violation for the second time and agrees to an assessment and to follow through with its recommendations, the period of suspension shall be 33.3% of the contests for each activity the student participates in for one full calendar year. Refusal or failure to take the assessment or to follow its recommendations and he/she shall serve the balance of the full calendar year as outlined above.

Third Violation:

Indefinite suspension from participation in Waunakee High School co-curricular activities for his/her high school career. After one calendar year from the date of infraction, the student may appeal to the Principal for a review for reinstatement. If reinstated, any additional violation would be treated as a third violation.

NOTES:

1. Restriction from participation shall be effective from the date determined by administrative action
  2. Any student, unsupervised by their parent or legal guardian, present where alcohol is being served to underage individuals, that does not leave in a reasonable amount of time (10-15 minutes), will be subject to the penalties stated under Co-curricular Code violations.
  3. During the period of suspension for a first or second violation, the student is allowed to practice with the team or group, but they may not participate in a game, contest or performance. However, the student must be with the team or group during the event and travel to the event with the team or group. They may not participate or be in uniform.
- A. Look Alikes:  
Any student, who provides, buys or sells either alcohol, non-alcohol “look alike” or malt beverages, and/or any illegal controlled substance including “look alike” drugs and performance enhancing substances will be subject to the sanction stipulated in the violation sections of the co-curricular code.
- B. Expulsions:  
Any student expelled from school is ineligible to practice or compete in co-curricular activities during the period of expulsion.
- C. Suspensions:  
Any student suspended in or out of school is ineligible to participate during the suspended time. All students suspended out of school during a season of activity will be ineligible to participate in practices, performances, competitions, or activities during the period of suspension. In addition, if the student does not miss a game, performance, event or activity during the suspension the student will miss the next scheduled competition, performance, event or activity.
- D. Incarceration and Legal Sanction:
1. A student who is charged/cited for serious unlawful activities (felonies) will be suspended indefinitely until such time that the outcome of the case is decided.
  2. A student who is released from incarceration (under the Huber Law or through an electronic monitoring program or any other legally related program that releases a student from incarceration to attend school) to attend school may not participate in co-curricular activities.

3. When a student is released from his/her incarceration, he/she will not be eligible to participate in co-curricular activity for a full calendar year from the date of their conviction.
  4. A student who is charged/cited for unlawful activities of less serious nature (misdemeanors) (excluding traffic violations) will be in each individual case, subject to the sanctions stipulated in the violation sections of the co-curricular code. If a student participates in an educational program with a police liaison officer, the penalty will be reduced according to the appropriate violation section.
- E. Waunakee Community School District reserves the right to random drug test.

### APPEAL PROCEDURE

If a student and/or parent(s) or guardian(s) wishes to appeal a decision regarding a Co-Curricular code violation sanction, the following appeal procedure must be followed:

1. After a ruling resulting in a suspension from co-curricular eligibility, the student and/or his/her parents(s) or guardian(s) may formally appeal the decision by submitting a written request for a hearing and state the reasons why they believe a hearing is warranted. This request must be received by the Principal within seven calendar days of the date on the suspension letter.
2. After the appeal has been received, a hearing date will be set by the Principal within seven calendar days of receipt of the appeal letter.
  - First violation penalties may be appealed to the Superintendent for review.
  - The Superintendent will hear the Principal's rationale for imposing the Co-Curricular Code penalty.
  - The Superintendent will also hear the student and/or parent's or guardian's rationale as to why the Co-Curricular Code penalty should not be imposed.
  - The Superintendent's decision is final.
3. Appeals of second and third violations will be heard by the Principal's Council. Present at the hearing with the council will be the student and his/her parent(s) or guardian(s).
  - A. The student will be provided with an opportunity to testify and present other evidence on his/her behalf.
  - B. The Principal's Council members will have an opportunity to question the student before the student and parents/guardians leave the meeting. The council will discuss the situation and end with a ballot vote to sustain or reverse the decision being appealed. Penalties may not be modified or reduced upon appeal.

- C. The decision will be put in writing and mailed to the appealing party(ies) within five school days after the closing of the hearing. The student will remain on suspension during the appeal process.
4. The Principal's Council will be selected by the Principal as follows:
    - A. Chairperson: Principal or designee (votes only to break a tie)
    - B. Athletic Director (non-voting)
    - C. One Guidance Counselor or faculty member
    - D. Two persons representing advisors/coaches/director (If the student involved is part of the group controlled by the above council member, an alternate will be selected by the Principal)
    - E. One student council member (The President or a designee – must be a junior or senior)
    - F. Two student representatives involved in co-curricular activities.
    - G. One parent representative.
      - Three parents will be appointed to serve in this capacity at the beginning of the school year. One parent will be chosen to serve on the Principal's Council when an appeal is heard.
  5. The purpose of the Principal's Council is to hear and consider all appeals by a suspended participant. Members of the council shall be appointed by the Principal or designee at the beginning of the school year and will serve on the council for one school year. The Principal or designee will appoint alternates for members unable to attend or serve. The council can act when a majority of its members are present.
  6. If the student and his/her parent(s) or guardian(s) are not satisfied with the council's decision, a second hearing may be requested before the district Superintendent. The Superintendent must receive, in writing, a request for such a hearing within seven calendar days of the date the decision by the council was mailed. The procedures outlined in #3 above, including items (A) through (C) will be applicable relating to the second hearing. This appeal will be heard by two district office administrators appointed by the Superintendent.
  7. This appeal procedure shall be the sole and exclusive means for appealing co-curricular eligibility decisions within the school district. For any appeal, the power of the appeal is to uphold or reverse the decision regarding if a code violation occurred. Penalties for code violations as outlined in the code of conduct can not be modified or reduced as a result of an appeal.

Further Sanctions

Any athlete, who is dismissed from the squad for violating this code, remains ineligible, or quits the squad before its season is completed does not receive any award for that sport.

Adopted: March 1994

Revised: September 1994  
April 1997  
March 2000  
January 2002  
January 2007  
August 2013  
XXXX, 2023

Waunakee Community School District

## WAUNAKEE MIDDLE SCHOOL CO-CURRICULAR CODE AND POLICIES

370 Rule 2 ~~377 Rule 2~~

It is without question that top mental and physical performance comes from those individuals who prepare themselves mentally and physically to the best of their ability. It is reasonable to assume that each individual participant should take care of his or her body in such a manner that would allow it to perform at peak efficiency at all times. It has been substantially documented medically that certain substances, namely alcohol, tobacco and controlled substances, can be detrimental to any performance. Abstinence from these substances along with proper rest, diet and the observance of good health practices can enhance the physical and mental performance of all individuals. Adherence to these training rules is a matter of individual self-discipline.

A student shall be suspended from contest participation for acts (a) involving use of alcohol or tobacco or the use, possession, buying or selling of controlled substances; (b) involving immoral or unacceptable conduct contrary to the ideas, principles, and standards of the school and the WIAA Handbook.

### Conduct Code for All Activities

- A. Students participating in school activities, shall at no time act in a manner detrimental to one's self or the image of Waunakee Community Middle School. Offenders shall be suspended from all school co-curricular activities for 1-3 school days and the next scheduled meet, match, game, event or contest following the student hearing. Students repeatedly reported for misconduct may receive further suspensions or may be expelled from one or all school activities. An appeals process consistent with district policy will be followed if requested by either the student, parent, or guardian.
- B. Students will make time at the teachers' convenience (this may be before the school day, during noon or after school) for misbehaving in class or for classroom tardiness before they may participate in school activities. Students failing to make this time up for a staff person will be considered for suspension from co-curricular activities.
- C. Students removed from a class for inappropriate behavior the day of an after school event may not be allowed to attend the event depending on the severity of the situation. A student may be denied involvement for serious inappropriate behavior at any time prior to an activity.
- D. A student who is truant from a class period or the full school day during the season, will not participate in the next scheduled event/competition. Arrangements to make up missed time will be made by the teacher, coach and player.

- E. Students absent due to illness in the afternoon or on the full day of a school athletic activity cannot participate without permission of the activities director, principal, or principal's designee.
- F. The teacher of any student having academic problems should confer with the student's advisor/coach to insure the best learning situation for the student. The satisfactory completion of classroom work is very important. Co-curricular activities are secondary to the completion of classroom work.
- G. A student who wishes to quit a school activity before the end of the activity season should, out of courtesy, notify the advisor/coach.
- H. For some activities, the coach/advisor may have necessary additional safety or health requirements that are unique to that activity.
- I. If a student is having academic difficulty before the first grading period, the teacher and the coach/advisor may take appropriate action to better monitor the student's classroom progress.

#### Use of Alcohol, Tobacco Products or Controlled Substances

Any student using or possessing alcohol or tobacco products, or using, possessing, buying or selling illegal controlled substances or look alike drugs/alcohol, shall be suspended from participation in interscholastic athletics. This rule is in effect and enforced for twelve (12) months of the year.

#### First Violation:

Restriction from co-curricular participation (competition) for two (2) contests. Any remaining contests of the suspension not served shall be applied to the next activity in which the student participates. A student disciplined for the first violation will be encouraged to practice with his/her group. However, he/she cannot dress in the uniform, travel with the group, or sit on the bench. All rules and requirement of the activity must be followed by the suspended student.

- a) If the student is found to be in violation and agrees to go through a student assessment and follow the assessment recommendations, there shall be a one contest suspension. Refusal or failure to take the assessment or to follow its recommendations and he/she shall serve the two (2) contest suspension.

Second Violation

Restriction from co-curricular participation (competition) for 33.3% of the contest based on the regular season of that activity.

- a) If a student is found in violation for the second time and agrees to an assessment and to follow through with its recommendations, the period of the suspension will be the time it takes to complete assessment and recommendations. There will be minimum of two contest suspension.

Third Violation

Restriction from co-curricular participation in Waunakee Community Middle School (practices and contests) for one full calendar year. There will be no carry over penalty from the middle school years to the high school.

Note: Restriction from participation shall be effective from the date determined by the infraction.

**ELIGIBILITY POLICIES FOR WAUNAKEE MIDDLE SCHOOL CO-CURRICULARS**

1. Each participant must be issued a Waunakee Community Middle School Co-Curricular Handbook and a Co-curricular Code from his/her coach/advisor. Students must return the consent form to their coach/advisor with their signature and the signature of their parents/guardians indicating that they understand the handbook and agree to abide by all rules governing their activities.
2. Students must return a WIAA physical examination card completed by both a parent or legal guardian and a licensed physician or advanced practice nurse prescriber to be eligible for practices or contests. Any 8<sup>th</sup> grader without a valid WIAA physical examination card must have one completed or they are ineligible for practice or contests. Eighth graders who had a WIAA physical examination card completed during 7<sup>th</sup> grade must have an alternate year card completed by the parent. The district requires that all 7<sup>th</sup>, 9<sup>th</sup>, and 11<sup>th</sup> graders, and students entering during 8<sup>th</sup> grade who have not had a physical, have WIAA physical examination cards completed. **NO ATHLETE MAY PARTICIPATE IN ANY SPORT ACTIVITY UNTIL THE PHYSICAL EXAM PERMIT CARD, CONSENT FOR EMERGENCY TREATMENT FORM, AND THE SIGNED CO-CURRICULAR CONSENT FORM ARE PROPERLY COMPLETED AND ON FILE IN THE ACTIVITIES DIRECTOR'S OFFICE.**
3. Every participant must attend a meeting before each sport/activity season in which he/she plans to participate. The purpose of this meeting will be to review individual activity requirements, review changes in the co-curricular code, meet the coaches, receive practice

and game schedules and any other material pertinent to that activity. A parent must attend one meeting of the first sport/activity in which his/her son/daughter participates each year to review co-curricular code revisions. Parents are not required to make more than one of these meetings per year unless a coach/advisor requests that the parent attends additional meetings if he/she determines it is in the best interest of the student.

4. A middle school student shall be ineligible for co-curricular/athletic competition while competing as a member of grade 7 and 8 team if he/she reaches his/her 16<sup>th</sup> birthday before August 1<sup>st</sup> of any given school year.

5. All restrictions from participation shall be effective from the date of the infraction.
6. Parents/Guardians of each participant must fill out and sign a CONSENT FOR EMERGENCY MEDICAL TREATMENT form. This form is good for the entire school year and will be kept with the coach/advisor during practices, games, and competitions.

## CO-CURRICULAR INELIGIBILITY

All students who are scholastically eligible have the opportunity to participate in the co-curricular program, providing they meet all necessary requirements.

1. Students receiving a grade of “F” for any course will be considered academically ineligible for participation in any co-curricular activity/contest. The student can continue to practice during the period of academic ineligibility with the consent of the coach/director and parent/guardian.
2. At four weeks into each quarter grading period, coaches/advisors/directors will provide a grade behavioral check sheet to all participants. Students are responsible for completing this progress check sheet and submitting this to their coach/advisor/director. If a student earns an “F” in any class, then s/he is responsible for meeting the criteria stated below.

If a student earns an “F” on a grade and behavioral check sheet or in a quarter grading period, s/he is:

- Academically ineligible to compete or perform until the failing grade is removed.
  - Responsible for taking an eligibility reinstatement form to ALL assigned teachers until failing grade(s) have been removed.
  - Responsible for taking a reinstatement form to the teacher of the specific subject the student failed for three continuous weeks after the failing grade(s) is removed.
  - Responsible for taking this reinstatement form to the teacher(s) on every Friday of each week during the three week time period.
  - Ineligible for at least one full week (until the following Friday when the reinstatement form can be signed demonstrating eligibility).
  - Expected to maintain passing grades to return eligibility status.
3. Students who receive a failing grade during the fourth quarter are ineligible for the first three weeks of any fall co-curricular activity in 8<sup>th</sup> or 9<sup>th</sup> grade.
  4. Any student dropped from a squad/activity for disciplinary reasons, is ineligible for any sport/activity during that season\*, or may be ineligible for the entire school year.
  5. During a sport season\*, a student may quit one squad and join another squad upon mutual agreement of the coaches and the athletic director.

\*Seasons apply only to athletic events. The school year shall consist of three sport seasons:

1. Fall sports (August - October)
2. Winter sports (November - March)
3. Spring sports (April - June)

Most middle school contests are scheduled to start at 4:15 p.m., unless otherwise stated on the schedule.

### **PROCEDURE OF APPEAL PROCESS RELATED TO CO-CURRICULAR CODE**

The appeals process procedure for a student and his/her parents/guardians to follow in appealing decisions relating to eligibility is outlined below. It should be understood that students and parent will be expected to follow the appeal process steps in the event legal action should be initiated at some later date.

1. The principal/assistant principal or activities director shall within three (3) school days of notification of the infraction formalize the consequences in writing and send a letter to the parents/guardians outlining the specific details related to:
  - a) the violation or infraction
  - b) date of violation or infraction
  - c) period of the consequence
  - d) other pertinent information
2. After a ruling is made, resulting in a suspension, the student and/or his/her parents/guardians may formally appeal the decision by phone. This must be followed by a written appeal to the principal. The appeal must be received within seven (7) calendar days of the date on the suspension letter. The principal will confer with the activities director on the events leading to the suspension.
3. After the appeal has been received, a date for the hearing will be set by the principal within seven (7) calendar days of receipt of the appeal letter. The case will be heard by the Co-curricular Review Board which consists of the following:
  - a) Principal or designee
  - b) Other advisor/coach out of season
  - c) Faculty member at large

Also present will be the student, his/her parents/guardians, and the activities director. The decision of the hearing will be based on a majority vote of the Co-curricular Review Board.

- a) The student will be provided with an opportunity to testify and present other evidence on his/her behalf at the hearing.
  - b) Proceedings of the hearing, including the decision, will be put in writing and a copy mailed to the student and his/her parents/guardians.
4. If the student and his/her parents/guardians are not satisfied with the findings of the hearing, a second hearing may be requested before the Board of Education. The superintendent must receive in writing, a request from the parents/guardians of the student for such a hearing before the Board of Education within seven (7) days of the mailing of the outcome of the Co-curricular Board.

If a student is to be suspended or expelled from a school activity, the principal or activities director will inform the parent/guardians, in writing, stating the reason for such a dismissal within three (3) school days of the suspension or expulsion.

Adopted: 6/8/98

Revised: July 2001  
February 2002  
XXXX, 2023

Waunakee Community School District

**STATE TOURNAMENT ATTENDANCE**

377.1

When attendance is not mandatory, the Board of Education will furnish a maximum of four season tickets to each athletic sport state tournament. The principal, activities director, and the head coach of the sport for which the ticket is purchased will determine when and by whom tickets will be utilized. A maximum of four coaches may be excused during the school day to attend state tournament games.

Students who wish to attend the tournament may do so if they purchase their own ticket and follow the prescribed policy for making up work prior to their attendance. Students must follow district prescribed attendance procedures in addition to the requirements of this policy.

The district may purchase tickets for Board members and district staff serving as chaperones/supervisors for student spectators/participants when a Waunakee team is participating in a state athletic tournament.

The district shall purchase tickets for the following individuals when a Waunakee team is participating in a state athletic tournament: Students representing the school in support of the team (i.e., dance team if performing, pep band if performing, cheerleaders). Tickets will be purchased by the district subject to funds being available.

Legal Ref.: Sections 118.15 Wisconsin Statutes  
120.13

Cross Ref.: 430-Rule (1), Attendance Procedures  
Current Employee Agreement

Adopted: 11/8/82

Revised: March 1994  
June 8, 1998  
February 2002

Waunakee Community School District

**RANDOM DRUG TESTS AND CO-CURRICULAR PARTICIPATION**

377.2

The Waunakee Community School District has a strong and long-standing commitment to discouraging and preventing the use of illegal drugs and alcohol among its student population. The School District recognizes that the problem of illegal drug and alcohol abuse presents a continuing challenge in its schools and a clear danger to the student population. Students, by virtue of their voluntary decision to pursue co/extracurricular opportunities, and because of their position as leaders and role models in the school community, have a heightened responsibility to be drug and alcohol free. Consistent with these principles and in accordance with the guidance of the United States Supreme Court, it is the policy of the Waunakee Board of Education to help “prevent students involved in co-curricular activities from using drugs, to protect their health and safety, and to provide drug users with assistance programs.” Accordingly, the board directs the Superintendent to implement and conduct a program of random drug testing of student “participants” meaning those involved in co/extracurricular activities at the high school level.

Guidelines for random drug testing of student “participants” are set forth in administrative rule. More specific procedures, necessary to implement these Guidelines, may be developed by the Superintendent or designee. This Policy and Procedures shall be overseen and implemented by the Superintendent or designee.

Legal Ref.: Sections 120.12(2) Wisconsin statutes  
120.13  
Veronia School District v. Acton 115 S.Ct. 2386 (1995)

Cross Ref.: 377-Rule (1), High School Co-Curricular Code of Conduct  
377-Rule (2), Middle School Co-Curricular Code of Conduct  
443.4, Drug-Free Schools

Adopted: June 2000

Revised: February 2002  
**XXX, 2023**

Waunakee Community Schools District

**RANDOM DRUG TESTS**

377.2 Rule (1)

I. DEFINITIONS

- A. Student Participant: Any student who is trying out for or participating in any school-sponsored co or extracurricular activity at the high school, as outlined in the student handbook.
- B. Alcohol: Any liquor, wine, beer, or other drink containing alcohol.
- C. Drugs: Phencyclidine (PCP), marijuana (THC), cocaine, methamphetamine, morphine, alcohol, nicotine, and anabolic steroids, except when taken pursuant to a legal prescription issued and any other substance determined by the United States Department of Transportation to be a controlled substance.
- D. Positive Results: A test result which indicates the presence of illegal drugs or alcohol.
- E. Administrative Failure: Is a failure to follow the drug testing procedures in an effort to deceive or pass the random drug test. This would include all/any attempts to provide a false sample, assist in providing a false sample, or in any other manner refuse to or not comply with the testing procedures. An administrative failure will be treated the same as a failed drug test and the appropriate co-curricular penalties will be applied.

II. CONSENT FORM

Students signing up for high school co/extracurricular activities shall be given a consent form, the execution of which by the student and, if the student is a minor, his/her parents/guardians, constitutes express permission and agreement that the student will submit to periodic random drug testing. Signing the consent form, and adherence to its conditions thereafter, shall be a condition of participation in the co/extracurricular activity.

III. RANDOM SELECTION OF STUDENTS FOR TESTING

Each student participant shall be assigned a number by the Superintendent or his or her designee.

Random draws will be done by the drug screen technician. Random selection of numbers will not occur on the same day each week. A designated number of participants, to be determined at the beginning of each quarter.

377.2 Rule (1) continued

#### IV. NOTIFICATION OF STUDENT PARTICIPANT SELECTED

Students selected to be tested will be called to the office. If a student participant has not been tested by the end of the test day, the Superintendent or designee will determine if the student participant is absent from school. If the absence is due to truancy, the student participant will be ineligible for participation, practice, or competition/performance until the next testing date and then will automatically be tested on that date. If the absence is excused, the student participant will remain eligible for participation, practice, and competition/performance but will automatically be tested the next date. If a student participant has a second excused absence, he or she will then be declared ineligible until the next test date at which time the student participant will be tested. Ineligibility may be waived upon review by building and/or superintendent.

#### V. TESTING PROCEDURES

A licensed medical facility selected by the Superintendent shall take every reasonable precaution to collect an unadulterated specimen during the collection process and will provide an accurate chain of custody for each and every specimen. Student participants submitting an adulterated specimen will be re-tested, at the expense of the student or his/her parents or legal guardians, in an observed setting.

#### VI. TESTING NEGATIVE

The medical review officer will contact the Superintendent or designee within two (2) days of the testing date if results are negative. The parents or legal guardians of a student participant who tests negative will be notified by mail within three (3) days of the district's receipt of the information.

#### VII. TESTING POSITIVE

The medical review officer will contact the Superintendent or designee within four (4) days of the testing date if the results are positive. The parents or legal guardians of a student participant who tests positive will be notified within twenty-four (24) hours of the district's receipt of the information. The student/athlete immediately becomes ineligible

for participation in the student activity, subject to the exercise of options listed with Section IX.

377.2 Rule (1) continued

#### VIII. RE-TESTING

The student participant will have an opportunity within twenty-four (24) hours of the notification of the first positive test results to have the specimen re-tested in the certified facility of the family's choice and at its expense. The Superintendent or his or her designee may consult with medical professionals to evaluate the results of the re-test, taking into consideration any evidence offered by the student. Should the re-test confirm a positive result, and there is not a satisfactory explanation for the positive results, all conditions set forth in Section VIII and XI will apply.

#### IX. CONSEQUENCES

In the event of a positive test:

First Violation:

Restriction from co-curricular participation (competition/performance) for a period of 33.3% of the participating student's co-curricular competitions/performances which the violating student would choose to participate in for one season (fall, winter or spring). If the student is not involved in any co-curricular activities at the time of the violation the penalty will apply to the next season of participation. Note: WIAA regulations require a minimum penalty in the next sport if a student is not involved in a sport at the time of the violation. A student could not serve a penalty in a non-athletic event in the fall and participate in a winter athletic activity without the penalty being imposed in that winter sport.

If a student is found to be in violation of the co-curricular code and agrees to complete an AODA/Tobacco assessment and to follow the assessment recommendations, there shall be a 20% suspension for each co-curricular activity, the next season of participation. If a student fails to complete the assessment or follow the recommendations of the assessment then he/she shall serve the 33.3% suspension as outlined above.

A second confirmed positive test will result in:

Second Violation:

Suspension from co-curricular participation (practice and competition) for one full calendar year from the date on which the penalty for the co-curricular code violation was implemented by administrative action.

### 377.2 Rule (1) continued

If a student is found to have violated the co-curricular code a second time and agrees to complete an AODA/Tobacco assessment and to follow through with the assessment recommendations his/her period of suspension will be reduced to 33.3% of each co-curricular activity the student participates in for one calendar year from the date on which the penalty for the co-curricular code violation was implemented by administrative action. If a student fails to complete the AODA/Tobacco assessment or fails to follow the recommendations of the assessment he/she will be suspended from co-curricular participation for one full calendar year from the date the penalty for violation of the co-curricular code is implemented by administrative action.

A third confirmed positive test will result in:

Third Violation:

If a student is found to have violated the co-curricular code for a third time, the student will be indefinitely suspended from participation (practice and competition) in co-curricular activities for the duration of their high school career.

(NOTE: Nothing in Board policy and rule shall prohibit or limit the application of the District's or the WIAA regular student disciplinary rules and regulations to the student participants. The provisions of this policy are considered an addition to all other rules and regulations governing student conduct and discipline.

#### X. REGAINNING ELIGIBILITY

After the conclusion of the period of exclusion from participation in the co/extracurricular activity as outlined in section IX, the student participant will again be eligible to participate.

#### XI. CONFIDENTIALITY

The results of any test administered under the terms of Board policy and rule shall be kept confidential and disclosed only to the student, his or her parents or legal guardians, and school officials designated by the Superintendent consistent with legal requirements..

The results of the testing shall not be used as a basis for any disciplinary action other than disqualification as provided for in this policy, the District's or the WIAA rules and regulations. The test results will not be part of the student's permanent record but will be kept in a secure file in the Activities Director's Office.

Adopted: June 2000

Revised: February 2002  
XXX, 2023

Waunakee Community School District