

EXTRACURRICULAR
CODE OF CONDUCT

HOLMEN

VIKINGS





Holmen Extracurricular School-Sponsored Activities

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Philosophical Foundation

The School District of Holmen recognizes the significance of extracurricular activities as integral to a comprehensive educational experience. These activities complement classroom learning by providing opportunities that enhance the school environment and promote holistic student development.

Mission Statement

Our Mission is to enrich student learning and development through activities that foster emotional, intellectual, physical, and social growth.

Broad Goals

1. **Emphasize Academic Excellence:** Highlight the importance of educational achievement and its integration with sports and activities.
2. **Cater to Diverse Needs and Interests:** Tailor programs to meet all district students' varied needs, interests, and abilities.
3. **Provide Opportunities for Success:** Create environments where students can channel their energies positively and experience achievement.
4. **Foster Skill Development:** Enable students to acquire new skills and refine existing ones through participation in activities.
5. **Promote Peer and Mentor Relationships:** Encourage meaningful interactions and mentorship between students and adults to foster cooperation and personal growth.
6. **Build Community Through Shared Interests:** Offer activities that unite students across age groups, promoting mutual interests and community spirit.
7. **Develop Responsibility and Leadership:** Help students cultivate responsibility, leadership skills, and a healthy competitive spirit.
8. **Support Gifted and Talented Expression:** Provide platforms for students to showcase and develop their gifted and talented abilities.
9. **Engage and Support the Community:** Serve as a source of entertainment, engagement, and community support, demonstrating school pride and involvement.
10. **Enhance School and Community Identity:** Give the community a reason to identify with and take pride in their schools through involvement in activities.
11. **Encourage Lifelong Engagement:** Inspire students to maintain lifelong interests in programs and activities initiated during their school years.



Non-Discrimination Statement

The Board of the School District of Holmen does not discriminate based on sex. It prohibits sex discrimination in any education program or activity, as required by Title IX and its regulations, including admission and employment.

Inquiries about Title IX may be referred to the District's Title IX Coordinator, the U.S. Department of Education's Office for Civil Rights ("OCR"), or both.

The District's Title IX Coordinators are:

Jill Mason
Executive Director of Student Services
608-526-1308
1019 McHugh Rd, Holmen, WI 54636

Melissa Kaatz
Director of Human Services
608-526-1319
1019 McHugh Rd, Holmen, WI 54636

The Board's nondiscrimination policy and grievance procedures are located in Policy 2264—Nondiscrimination based on Sex in Education Programs or Activities and [Policy 2266—Nondiscrimination based on Sex in Education Programs or Activities](#)

To report information about conduct that may constitute sex discrimination or make a complaint under Title IX, please refer to <https://www.holmen.k12.wi.us/district/title-ix.cfm>.

Contact information for OCR is available here: <https://ocrcas.ed.gov/contact-ocr>.

It is a violation of this policy for a Complainant(s), Respondent(s), and/or witness(es) to knowingly make false statements or knowingly submit false information during the grievance process, including intentionally making a false report of sexual harassment or submitting a false formal complaint. The Board will not tolerate such conduct, which violates the Student Code of Conduct and the Employee Handbook.



Extracurricular Activities Definition

Extracurricular activities at the School District of Holmen are activities where students represent the District through **appearances**, **performances**, or **competitions**. Activities that are an extension of a specific course and represent the district in that capacity are not classified as extracurricular activities. All students participating in extracurricular activities must adhere to this Code of Conduct.

Definition of Appearances

Activities where students assemble off-site under the supervision or direction of a coach/advisor, or staff member to officially represent the School District of Holmen outside of the school day. This includes events or gatherings where students visibly represent Holmen through a school-recognized and supported group, club, or activity.

Definition of Performances

Activities where students represent the School District of Holmen by showcasing their skills, talents, or abilities in front of an audience. These include, but are not limited to, musical concerts, theatrical productions, dance and cheer, and similar events where students perform formally or organize.

Definition of Competitions

Activities where students represent the School District of Holmen by competing against individuals or teams from other schools or organizations. This includes but is not limited to, sports, academic contests, debate tournaments, and other competitive events where the primary objective is to achieve a ranking or score relative to other participants.

Student Interest Group Definition

Student interest groups at the School District of Holmen are student-initiated organizations, groups, or clubs that focus on specific interests, hobbies, or causes. These groups provide a platform for students to explore and engage in activities that they are passionate about without representing the District in official **appearances**, **performances**, or **competitions**. Unlike other extracurricular activities, participation in student interest groups does not require adherence to the District's Code of Conduct for extracurricular activities. Advisors and staff leaders of these groups should develop their expectations, guidelines, and rules for students to follow.



Extracurricular Code of Conduct

The following section sets forth the expectations for students participating in extracurricular activities at the School District of Holmen. It also details the consequences and procedures for failing to meet these expectations. Coaches and advisors may communicate additional requirements to students before the activity begins.

Eligibility Expectations

- Parents/students must complete the online registration annually.
 - Registration includes agreeing to the following:
 - Insurance terms
 - Code of conduct
 - Risk acknowledgement
 - Concussion and sudden cardiac arrest agreement
 - Permission to treat information
 - ImPACT Testing agreement
 - WIAA-sanctioned activities need a physical on file before a participant can practice
 - A physical dated before April 1, is valid for the remaining school year and the following
 - A physical dated Feb. 2, 2024, is valid until June 30, 2025
 - A physical dated after April 1, is valid for the following two school year
 - A physical dated May 1, 2024, is valid until June 30, 2026
 - Non-WIAA extra-curricular activities do not need a physical on file.

Eligibility Consequences

Students must meet, complete, and have on file the requirements of the expectations listed above. Students may only participate or practice in extracurricular activities once this is complete.



General Expectations

All students participating in extracurricular activities are expected to do the following:

Prioritize Academics:

- Acknowledge that academics come first and strive for success in academics and extracurricular activities.

Exhibit Good Citizenship:

- Recognize that representing their school and community is a privilege. Students should demonstrate good citizenship in public and school settings, adhering to high standards of appearance, conduct, and performance.

Complete the Activity in Good Standing:

- Finish the season of the activity in good standing to qualify for and receive awards and honors.

Attend the Required Activities Preseason Meeting (HS Only):

- Attend the required Activities Preseason Meeting. Students and parents are responsible for understanding and obtaining the information presented at the meeting if they cannot attend.

Return School Property:

- Return any property issued by the School District of Holmen (such as uniforms, equipment, locks, gear, etc.) in similar condition, accounting for normal wear and tear. Failure to do so will result in a fine issued through our student information system, which must be paid before graduation.

General Expectations Violations

Failure to meet the General Expectations will result in penalties outlined in the Citizenship and/or Health, Safety, and Behavior Violations.



Attendance Expectations

To participate in extracurricular activities, students must adhere to the following attendance expectations:

Full-Day Attendance

- Students are expected to attend all scheduled classes and school days for the entire day. Consistent attendance is a prerequisite for participation in any practice, performance, competition, meeting, or event.

Partial-Day Attendance

- Partial-day attendance is permissible for appointments, funerals, etc., as long as the absence is communicated to the attendance office before the event.
- Students must arrive on time for all classes. Excessive tardiness may result in disciplinary actions, including suspension from activities.

Excused Absences

- A student absent from school for **more than 50%** of the scheduled school day shall only be permitted to practice or compete/perform in a scheduled activity on that day if approved by the activities director or an administrator.

Unexcused Absences or Suspensions

- Students are prohibited from participating in extracurricular activities on the dates of an unexcused absence and during in-school and out-of-school suspensions.

Leaving School on Activity Days

- If a student wishes to leave school during an activity day, they must obtain permission from the activities director or building administrator.



Attendance Expectation Violations

If the procedures outlined in Attendance Expectations are not followed, the student is considered unexcused and will not be eligible for the next activity.

Academic Expectations

Recognized Grading Periods

Holmen High School:

- Mid-Semester 1 ("Mid" Grading Period)
- **Semester 1** (Final Grading Period)
- Mid-Semester 2 ("Mid" Grading Period)
- **Semester 2** (Final Grading Period)
- Summer School (Final Grading Period - may not apply to everyone)

Holmen Middle School:

- Mid-term 1 ("Mid" Grading Period)
- **Term 1** (Final Grading Period)
- Mid-term 2 ("Mid" Grading Period)
- **Term 2** (Final Grading Period)
- Mid-term 3 ("Mid" Grading Period)
- **Term 3** (Final Grading Period)
- Mid-term 4 ("Mid" Grading Period)
- **Term 4** (Final Grading Period)

Academic Eligibility Criteria

Final Grading Period

- A student participating in extracurricular activities becomes ineligible if one or more failing grades are posted during one of the final grading periods.
- If students fail to meet the requirements above during this grading period, they will be ineligible for 15 school days and nights.
- Students regain eligibility on the 16th scheduled school day



“Mid” Grading Period

- A student participating in extracurricular activities becomes ineligible if more than one failing grade is posted during one of the “Mid” grading periods.
- If students fail to meet the requirements above in this grading period, they become ineligible for 15 school days and nights AND must improve to meet the standard.
- The academic standard for “Mid” grading periods is to have no more than one failing grade
- After 15 school days, in-progress grades will determine if the student meets the minimum standards to regain eligibility.
 - Example: If students become ineligible for failing 1st and 2nd-hour courses, they become ineligible for 15 school days and nights. On the 16th day, the student is now passing the 1st and 2nd hours but failing the 3rd and 4th hours. The standard of having up to one failing grade is not met.

Eligibility Process

Reports and Notifications

- Eligibility reports will be run the day student services finalize grades.
- Designated “Priority 1 and 2” Infinite Campus contacts and students will receive an email indicating that grades are finalized and posted.
- Head coach/advisors will be notified of students facing eligibility violations.
- Head coach/Advisors will be notified of students who regain eligibility.

Academic Ineligibility

- In the case of ineligibility during the Fall season, where the first competition begins before school starts, the following will hold true:
 - Ineligibility extends for the lesser of the following two items:
 - 21 consecutive calendar days as of the first date of allowed competition
 - $\frac{1}{3}$ of the competitions (events are rounded up. This mean 2.3 events would round up to 3 events)
- Ineligibility begins 24 hours after the Infinite Campus email indicates that grades are finalized and posted.
- Only eligible students will be excused from missing class time for extracurricular travel, participation, or attendance.



Grade Consideration

- Incomplete grades could become failing grades. If a student receives an incomplete, the student will be monitored, and eligibility circumstances could be applied on different timelines if the grade goes from an incomplete to a failure.
- For courses without letter grades, anything below satisfactory is considered failing.
- Students who drop a course, resulting in a “W” on the transcript, will not have academic eligibility repercussions.
- Students who drop a course, resulting in an “F” on the transcript, will be subject to administrative decisions regarding eligibility.
- Students may make up a failed grade to regain eligibility if the same class is offered during summer school with administrative approval.

Counting School Days

- **School Days Defined:** For academic eligibility and other violations in the Extracurricular Code of Conduct, "school days" are defined as all scheduled full or partial school days for students.

Online Courses:

- Students enrolled in online courses through our school district must demonstrate adequate progress each mid-semester and semester. Adequate progress is defined as the following:
 - **“Mid” Grading Report:** At least 50% of the course completed with a progress grade of 65% or higher
 - **Final Grading report:** 100% of the course completed with a final grade of 65% or higher

Citizenship Expectations

Students are expected to:

- Comply with state, municipal, school board, and building policies and procedures
- Show respect for themselves, their peers, teachers, coaches/advisors, administrators, parents, equipment, schools, and the community.
- Exhibit appropriate behavior, language, effort, and sportsmanship in the classroom, traveling to and from extracurricular activities, and while representing Holmen in competitions, performances, and appearances.
- Not disrupt the learning environment



Citizenship Violations

Students who violate the citizenship expectations will face sanctions for all activities they are involved in. The activities director and administration will consider individual circumstances, including the severity of single incidents and patterns of repeated behavior. Decisions will be based on these considerations, allowing for discretion in determining violations of citizenship. When restorative action is needed, the student will have the citizenship code applied.

Citizenship Violation Consequences	
1st Violation	<ul style="list-style-type: none"> • The student will be placed on probation for one calendar year and may continue participating in activities. • The student will discuss strategies and coping mechanisms with the activities director to avoid future issues. • An agreement form will be signed, dated, and sent to parents. • The probation will be lifted if no further violations occur within that year.
2nd Violation	<ul style="list-style-type: none"> • According to the Event Suspension Chart A, the student will be suspended from activities for at least one event. • This violation will carry over to the next activity if not fulfilled during the current season • If the student agrees to the teen intervention program (counseling) or works 15 booster club hours approved by the activities director, the penalty for suspensions of three or more events will be reduced by two. • An agreement form will be signed, dated, and sent to parents. • The student cannot hold a leadership position (team captain, student representative, etc) during the year of suspension • The student cannot receive awards of distinction in the season of the suspension • The student cannot receive school-wide honors or awards during the school year of the suspension (homecoming or prom court, senior speaker, school-wide athletic awards)
3rd Violation	<ul style="list-style-type: none"> • According to the Event Suspension Chart B, the student will be suspended from activities for at least one event. • This violation will carry over to the next activity if not fulfilled during the current season • If the student agrees to the teen intervention program (counseling) or works 15 booster club hours approved by the activities director, the penalty for suspensions of three or more events will be reduced by two if this was not used during the second violation. • An agreement form will be signed, dated, and sent to parents. • The student cannot hold a leadership position (team captain, student representative, etc) during the year of suspension • The student cannot receive awards of distinction in the season of the suspension • The student cannot receive school-wide honors or awards during the school year of the suspension (homecoming or prom court, senior speaker, school-wide athletic awards)



4th Violation	<ul style="list-style-type: none"> • The student will be suspended from extracurricular activities for one calendar year • The student must complete an assessment or individual counseling and follow recommendations to be allowed to continue. The student/family must arrange these services and get them approved by the activities director. • The student and guardian(s) must meet with Administrators for approval to be reinstated. • The student cannot hold a leadership position (team captain, student representative, etc) during the year of suspension • The student cannot receive awards of distinction in the season of the suspension • The student cannot receive school-wide honors or awards during the school year of the suspension (homecoming or prom court, senior speaker, school-wide athletic awards)
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Health, Safety, and Behavior Expectations

Students are prohibited from:

- Drinking or possessing alcoholic beverages.
- Using or possessing drugs or drug paraphernalia prohibited by law.
- Smoking, chewing, or possessing tobacco or tobacco-like products, including electronic smoking devices or look-alikes.
- Using, possessing, buying, or selling controlled substances, street drugs, and performance-enhancing substances (PES).
- Attending functions where underage drinking or illegal drug use occurs.
- Stealing, vandalizing, or destroying equipment and property.
- Taking, distributing, or posting inappropriate photos.
- Engaging in behavior that violates the Governing Criminal Code at the place of the incident, even if it does not result in a felony charge. [See Criminal Conduct Section](#)
- Engaging in other behaviors that violate School Board Policy, the Building Handbook, including bullying, cyberbullying, hazing, or harassment.
- Making severe threats of violence or harm against individuals or groups, whether verbal, written, or through electronic means, including social media

“Presence of” Consequence

The “Presence Of” provision applies to students in the presence of illegal substances. This means that knowingly being in the vicinity of someone using these substances can lead to consequences.

A student violating the “Presence Of” provision will face the same consequences as a student found holding, consuming, or possessing illegal substances.



What to Do if You Find Yourself in a “Presence Of” Situation:

- **Leave Immediately:** To avoid consequences, you must leave the situation immediately. Simply intending to leave or being a “designated driver” is not sufficient.
- **Risk of Eligibility:** If you choose to stay, you risk losing eligibility for extracurricular activities.

Health, Safety, and Behavior Violations

Students who violate the Health, Safety, and Behavioral Expectations are subject to the consequences listed below. Consequences will vary depending on whether students self-refer or do not self-refer (non-self-referral). Violations that are related but occur on different days may be considered separate violations. New violations discovered during an investigation may also be considered separate violations.

Definition of Referral Types

Self-Referral:

- **What it is:** A student can voluntarily report violations of the extracurricular code of conduct
- **Timeframe:** Must self-refer within 24 hours of the violation (or the next school day) unsolicited or immediately when given the opportunity by SRO or an administrator.
- **Process:**
 - A coach/advisor/advisor or administrator is informed of the violation
 - The self-referral is complete once one of the following forms is submitted
 - [Student Self-Referral Form](#)
 - [Parent Self-Referral Form](#)
 - All statements must be honest, and complete about the student’s involvement
 - Cooperation is required, and the student may be asked additional questions for clarification and or investigation
- **Consequences for Self-Referral:** Students face consequences as outlined below, which apply to all activities they are involved in. Consequences are more forgiving than non-self-referral.

Non-Self Referral:

- **What is it?:** A student who is found in violation through means other than self-referral



- **Consequences:** Students face consequences as outlined below, which apply to all activities they are involved in. Consequences are less forgiving than self-referral.

Health, Safety, and Behavioral Violation Consequences Chart

	Self-Referral Consequences	Non-Self-Referral Consequences
All Violations	<ul style="list-style-type: none"> ● Violations carry over to the next activity if not fulfilled. ● The student cannot hold a leadership position (team captain, class treasurer, etc.) during the year of suspension. ● The student cannot receive awards of distinction for the season of infraction. ● The student cannot receive school-wide honors or awards in the school year of the suspension (e.g., serve on homecoming or prom court, be a senior speaker, or receive senior athletic awards). 	
1st Violation	<ul style="list-style-type: none"> ● The student is suspended from activities for one (1) event. 	<ul style="list-style-type: none"> ● The student is suspended from activities per the Event Suspension Chart A for at least 1 event. ● No opportunity for reduction through counseling or community service with the Booster Club
2nd Violation	<ul style="list-style-type: none"> ● The student is suspended from activities per the Event Suspension Chart B for at least 1 event. ● If the student agrees to the teen intervention program (counseling) or works 15 booster club hours approved by the activities director, the penalty for suspensions of three or more events will be reduced by two. 	<ul style="list-style-type: none"> ● The student is suspended from activities per the Event Suspension Chart B for at least 1 event. ● No opportunity for reduction through counseling or community service with the Booster Club
3rd Violation	<ul style="list-style-type: none"> ● The student is suspended for one calendar year. ● The student must complete an assessment (AODA screening or individual counseling) and follow the recommendations. The student must arrange these services and have them approved by the activities director. ● The student and parent/guardian must meet with the Administration for approval to be reinstated. 	
4th+ Violation	<ul style="list-style-type: none"> ● All consequences are applied for an additional year for each additional violation. ● If a student has been reinstated for the 3rd violation, reinstatement will be needed again for all sequential violations. 	



Event Suspension Chart

The following suspensions apply to both citizenship and health, safety, and behavior violations of the extracurricular activities code.

Events in a Season	CHART A	CHART B
1-5	1 Event Suspension	2 Event Suspension
6-8	2 Event Suspension	4 Event Suspension
9-11	3 Event Suspension	6 Event Suspension
12-14	4 Event Suspension	8 Event Suspension
15-17	5 Event Suspension	10 Event Suspension
18-20	6 Event Suspension	12 Event Suspension
21-23	7 Event Suspension	14 Event Suspension
24-26	8 Event Suspension	16 Event Suspension
27-29	9 Event Suspension	18 Event Suspension
30-32	10 Event Suspension	20 Event Suspension

Event Suspension Information

- If activities have scheduled events for participation or competition, event suspension applies.
- For activities with no scheduled events to apply to the suspension chart, students with violations cannot hold a leadership position or office for the current year.
- The number of events scheduled for the season will be used in the chart above regardless if any events get canceled, postponed, or removed from the schedule
- An event is defined as an entire scheduled contest or competition. Multi-events or tournaments cannot be divided into individual games, competitions, or performances. This is determined by how the event is counted on the season schedule concerning WIAA maximums for WIAA-sanctioned activities.
- A student must attend events and practices to serve a suspension.



State Felony and Federal Criminal Conduct Requirements

Students charged with a state felony or a federal crime by prosecutors will be subject to the following guidelines. (Felony includes juvenile delinquency petitions alleging conduct that, if committed by an adult, would constitute a felony).

Violations of the Code of Conduct for students will be reviewed and adjudicated by the Athletic/Activity Director and/or Administrator. They have the discretion to determine if a set of facts constitutes a violation. Their decision can [be appealed](#) to the Athletic/Activity Review Board.

Students charged with a state felony or a federal crime will be immediately suspended from practice and competitions/events. This suspension will continue pending the criminal/juvenile proceeding unless the Athletic/Activity Director and/or Administrator decides to reinstate the student. Students suspended under this section are ineligible for recognition during the suspension season.

If the student is convicted of a felony, adjudicated delinquent for conduct that would constitute a felony if committed by an adult, or convicted of a federal crime (regardless of the procedure leading to the conviction), they will be suspended from all extracurricular activities until they have paid their debt to society and the courts consider the sentence served. If the student is acquitted, the Athletic/Activity Director and/or Administrator will review the case to determine if other Code of Conduct violations apply and assess any associated penalties.

A student convicted of a felony, adjudicated delinquent for felony-equivalent conduct, or convicted of a federal crime will also be subject to the following:

- The student must undergo a social/behavioral/AODA assessment at their own expense and follow the assessment's recommendations.
- Before reinstatement, the student and parent/guardian must meet with the Athletic/Activity Director and the Athletic/Activity Review Board to petition for reinstatement.
- The student will be ineligible to earn a letter and receive individual awards, such as Captain, MVP, All-Conference, or senior awards.



Violation Procedures

Violation Reporting

- Law enforcement may contact administrators with violations of the Extracurricular Code of Conduct.
- Any person not in law enforcement who believes an infraction of the Extracurricular Code of Conduct may bring the matter to the administration's attention. [A Self-Referral Voluntary Statement](#) or [Report Statement Form](#) must be completed before any alleged infraction will be investigated.
 - Note: The Report Statement Form may not have an action by the Administrator investigating the alleged infraction if information cannot be validated or for other reasons where clarity of a violation cannot be attained.
- [Parent referrals](#) are also accepted.
- The information must be reported promptly. Knowingly withholding information or reporting with the intent to harm or target a particular student, including acts of blackmail, may lead to alternative actions being taken, including potential disciplinary measures against the individual who intentionally withheld information for their agenda.

Violation Timeline

1. The administration receives a report of an Extracurricular Code of Conduct violation.
2. The administration investigates the report until the facts of the case are established.
3. Administration will inform students and parents/guardians of any consequences in a timely manner.
4. Students may [appeal the administration's decision](#) to the Extracurricular Activities Review Board.
5. Students may appeal the decision of the Extracurricular Activities Review Board to the Superintendent. The Superintendent's decision is considered final.

Extracurricular Activities Review Board

- **Purpose:** The Extracurricular Activities Review Board serves as an appeal body for parents/guardians or students who feel the Extracurricular Code of Conduct has not been applied correctly.
- **Duties and Powers:** The Review Board will hear all appeals of athletic/activity suspensions, render eligibility decisions, determine modifications of decisions made by the Athletic/Activity Director and/or Administrator, and act on reinstatement requests.



Decisions requiring a vote will be made by confidential ballot and remain confidential. The majority of the committee must agree to overrule a decision made by the Athletic/Activity Director. The decision of the Review Board will be reported in writing to the student and parent/guardian appealing.

- **Membership:** The Review Board will consist of seven (7) members: the Principal (or designee), two (2) coach/advisors (not the student's coach/advisor), two (2) Advisors (not the student's advisor), and two (2) faculty. The principal will pick the coach/advisors and advisors to serve. The Activities Director or designee will convene and preside over the Review Board meeting, and the Activities Director will be a non-voting member.

Appeal Procedure

The following Appeal Procedure is for students and/or their parent/guardian to follow when appealing eligibility decisions resulting in activity/athletic suspensions. Students and their parents/guardians must complete this appeal procedure before initiating legal action concerning any suspensions.

- **Initiating an Appeal:**
 - If an eligibility decision results in an activity/athletic suspension, the student and/or parent/guardian may formally appeal the decision in writing to the Activities Director.
 - The appeal must be received within ten (10) school days of the first day the suspension became effective.
 - The Activities Director will notify the principal of receipt of the appeal.
- **Formal Reply:**
 - Within five (5) school days of receiving the written appeal, the Activities Director shall email the appealing party. The email will outline:
 - The specific details of the violation or infraction.
 - The date of the violation or infraction.
 - The period of suspension.
 - Any other pertinent information.
- **Hearing Before the Activities/Athletic Review Board:**
 - After the Activities Director's formal reply has been emailed, a date for a hearing before the Activities/Athletic Review Board will be established by appropriate school personnel.
 - Unless an extension of time is mutually agreed upon, the hearing date shall be no later than seven (7) school days after the date of the Activities Director's formal reply.



- The student, parent/guardian, appropriate school personnel, and the Activities/Athletic Review Board should attend the hearing.
- The appealing party may testify and present other evidence at the hearing.
- **Review Board Decision:**
 - At the close of the hearing, the Activities/Athletic Review Board shall deliberate and may vote to sustain, reverse, or modify the decision being appealed.
 - The findings and decision of the Activities/Athletic Review Board will be put in text and emailed to the appealing party within five (5) school days after the close of the hearing.
 - Unless further appealed, the decision of the Activities/Athletic Review Board shall be final.
- **Further Appeal to the Superintendent:**
 - If not satisfied with the decision of the Activities/Athletic Review Board, the appealing party may request a hearing before the District's Superintendent of Schools.
 - The Activities Director must receive a written request for such a hearing within ten (10) school days of the date of the Activities/Athletic Review Board's decision.
 - There shall be no appeal of the Superintendent's decision.

Eligibility During Appeal:

- During the appeal process, the student will remain ineligible to participate in activities or athletics until a final decision has been made.

Extracurricular Code of Conduct Violation Contract

Students with a code violation to fulfill that join an activity they have never participated in before must complete the [New Activity Code Violation Contract](#) to fulfill their suspension. To satisfy the suspension, the student and advisor/coach/advisor, in consultation with the Athletic/Activities Director, will enter into an agreement outlined in the Extracurricular Code of Conduct Violation Contract. The contract will specify:

1. Active involvement in the activity/sport (from the first day of practice until the last official competition).
2. The requirements to be a contributing member of the team.

[Extracurricular Activity Code Violation Contract](#)



General Rules for Extracurricular Participation

- **Clean Slate for Freshmen:** Students' final grades from middle school will not be used to determine eligibility for the fall season of their freshman year. In other words, students start their high school years with a clean slate.
- **One Sport Per Season:** Students may only participate in one school-sponsored sport per season unless mutually agreed upon by both coach/advisors and the District Activities Director.
- **Dropping Students from Activities:** The coach/advisor/advisor, with the support of the Activities Director, may drop students from an activity for reasons such as repeated or flagrant discipline problems, failure to attend practices without communication, or other reasons detrimental to the team.
- **Eligibility After Disciplinary Issues:** Students dropped from one extracurricular activity for disciplinary reasons, or who quit, shall not be eligible to compete in another sport for that season without mutual agreement from both coach/advisors and the District Activities Director.
- **Suspension Completion:** Students who are serving a code violation and have been dropped or quit a team during the season will be considered to have not completed their suspension and must re-serve their full suspension during their next sport.
- **Exit Interview:** Any student who quits a team may be required to have an exit interview with the Activities Director. This interview will evaluate the student's experience and address returning locks, lockers, equipment, and future team opportunities.
- **Team Managers:** Team managers will be treated as team members, and the extracurricular code applies to them.
- **School and Media Recognition:** Students participating in interscholastic and extracurricular activities are subject to school and media recognition, including rosters, photography, newspaper articles, social media, and the school website.
- **Traveling with Teams:** Students participating in extracurricular activities who travel to an out-of-town game or contest with a school team or group must return with the team/group. If circumstances require a parent to take the student after the event, a release form must be obtained, and a conversation with the head coach/advisor/advisor must occur.
- **Year-Round Code Enforcement:** The Holmen Extracurricular Activities Code is in effect year-round, including the summer months.
- **Early Graduates:** Students who graduate early from high school are not eligible to participate in extracurricular activities after their official graduation date.
- **Amnesty:** Victims of sexual assault and bystanders who report a sexual assault, request emergency assistance, cooperate with and assist law enforcement, and stay on the scene or who encounter law enforcement at a medical facility where the victim is being



treated cannot be issued a code of conduct violation. The victim or bystanders must meet the State Amnesty Law Requirements. The victim may not falsely claim amnesty, knowing the situation they report does not exist.

Procedure of Concerns

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Concerns regarding playing time, strategy, philosophy, or coach/advisor decisions should follow the process outlined below:

Step One:

The student directly addresses the concern(s) with the coach/advisor.

Step Two:

If the concern(s) remain unresolved, the student's parent or guardian requests a conference with the coach or advisor, with the student present. If the parent or guardian cannot contact the coach or advisor, they may contact the Activities Director, who will facilitate communication with the coach or advisor.

Step Three:

If the conference with the coach/advisor does not resolve the concern(s), the Activities Director will schedule and mediate a meeting. The meeting will be held in a non-threatening environment, allowing all parties to speak uninterrupted.

Immediate Concerns:

Concerns that the parent/guardian believes require immediate attention should be brought to the Activities Director's attention. However, if these concerns are about playing time, strategy, philosophy, or coach/advisor decisions, you will be directed to follow the steps outlined above.



Forms

Reporting Forms

[Self-Referral - Voluntary Statement Form](#)

[Parent-Referral- Voluntary Statement Form](#)

[Report Statement Form](#) (Witness)

-Agreement Forms:

[New Activity Code Violation Contract](#)

[Holmen Success Agreement Form \(Probation\)](#)

[Holmen Success Agreement Form \(Violation\)](#)