

Co-Curricular Code of Conduct Committee Review Minutes

Members of the Committee

Initial Meeting-**Monday, February 5, 2024 at 7:00 pm** in the LGI at Waterford Union High School

Attendance: Derek Machan, Liz Mahnke, Tony Shiffman, Nick Roeglin, Ashley Ingish, Kelly West, Wade Wollermann, Adam Brechtel, Jamie Kranich, Jill Dreger, Kelly Datka, Brogan Finnegan, Emma Henningfield, Cassidy Jones, Beau Veit, Andrew Weber, Ryan Ziegler, Jill Stobber.

Absent: Abe Graziano, Mike Wendling, Ella Hansen, Marly Brague, McKinley Karpinski

Agenda:

1. Introduction of the Committee Members

Members were asked to introduce themselves, indicate the sports, clubs, or activities they were involved in and what the code means to them.

***Themes:** Set of guidelines, expectations, framework that encourages and fosters participation, a balance, offers opportunities to make positive choices, provides students with an out, provides leadership, holds accountable, baseline that is fair, helps our students make healthy choices, represents the school, and is all written out.*

2. Mission of the Committee

The co-curricular code is reviewed every three years. The pandemic pushed this cycle back from the previous review in 2017-2018. The committee is composed of coaches/advisors, student-athletes or student-club participants, parents/community members, a school board member, and the athletic and activities director. The goal of the committee is to review the current code in place and determine if any changes need to be made, additions or deletions.

Copies of the 2017-2018 Review Minutes were distributed to understand the process.

Committee is made up of 21 voting members (8 students, 6 coaches/advisors, 6 parent/community members, and 1 school board member). One hundred percent (100%) consensus is not needed to make changes, but will be represented by majority vote. Athletic Administrator does not vote and is a facilitator of the meeting only.

3. Review of the Current Code

The group was given a small amount of time to review the code individually, the group then began to walk through the code page by page to determine areas of focus.

4. Recommend possible changes in the area of the code

a. WIAA requirement updates

b. Academic Eligibility-quarter grade checks, grade standards, grade checks mid season starts, gap of suspension (15 days) versus violation suspensions, ACT requisite

c. Presence at parties-What does it mean to leave immediately?

- d. *Enforcement year round versus one area that is only during season.*
- e. *Penalty reductions, length of suspension, dishonesty additions*
- f. *Language used-misdemeanors, criminal, consequences vs. encouraging participation, positive focus, “may be” tight black/white language or “wishy washy”, learning opportunity*
- g. *Activity Conflict Guidelines-add language for other activities such as team dinners, banquets, etc.*
- h. *Intent of code to include ALL students (IEP, 504, medical)*
- i. *Increasing social media language*
- j. *Presentation of the code-every year vs. once in high school, one sheet reminder presented every year by coaches.*
- k. *Actionable evidence*

Each committee member was given a copy of the WIAA minimum standards that must be applied to our code.

5. Hand out area codes for review prior to next meeting-4 copies of each code printed (40 total)

All members were given the following codes to review prior to the next meeting: Badger, Beloit, Burlington, Elkhorn, Hartford, Mukwonago, Nicolet, Union Grove, Westosha, and Wilmot. The group was asked to clarify the changes they would like to see in our current code and highlight any areas in the area school codes that they would like discussed at our next meeting for changes.

Revision Meeting-Wednesday, February 21, 2024 at 7:00 pm in the Library at Waterford Union High School

Agenda:

- 1. Introduction of the Committee Members-Members not in attendance from initial meeting (3)**
Members were asked to introduce themselves, indicate the sports, clubs, or activities they were involved in and what the code means to them. No changes to the themes.
- 2. [Review of possible changes from the current code](#)** (green highlighted areas are editorial)
- 3. Two Documents:** Vote of 15-1 determined that the current code of conduct should be split into two documents, one that is specific to code expectations, enforcement, and consequences and one that is specific to requirements and expectations to be involved in athletics, activities, or clubs.
[Current Code](#)-yellow highlight, specific to code document, green highlight, specific to requirements/expectations to be involved in co-curricular activities.
- 4. Discussion of area school district code of conducts**
Codes from Badger, Beloit, Burlington, Elkhorn, Hartford, Mukwonago, Nicolet, Union Grove, Westosha, Wilmot were given to members to review. Each code was discussed and all members that were present and not present were able to provide feedback.
[Recommendations from the committee for consideration](#)
- 5. [Consensus Form](#):** Created and distributed to cover areas of change not needing specific group work changes due to the amount of recommendations from the committee. Form emailed to committee members with minutes with a due date of Monday, February 26, 2024 with review on Wednesday, February 28, 2024.

Note: Links to extra documents embedded into the blue underlined aspects of the minutes above.

Revision Meeting-Wednesday, February 28, 2024 at 7:00 pm in the LGI at Waterford Union High School

Agenda:

1. Group work on revisions

The committee was divided into two groups with coaches/advisors, students, and parents in each group. They were asked to discuss all the potential changes and present to the committee for recommendations focusing on the 3 major groupings.

[Group work discussions.](#)

February 28, 2024 Groups

Jamie Kranich	Kelly West	Jill Dreger-absent
Wade Wollermann	Mike Wendling	Adam BrechtI
Derek Machan	Abe Graziano	Tony Shiffman
Nick Roeglin-absent	Ashley Ingish-absent	Kelly Datka-absent
Emma Henningfeld	Liz Mahnke	Ella Hansen
Andrew Weber-absent	Brogan Finnegan	McKinley Karpinski
Marley Brague	Cassidy Jones	Beau Veit
1. Academic (12-15) 2. Procedure and Appeal (20) 3. Consequence Matrix (17-18)	1. Procedure and Appeal (20) 2. Consequence Matrix (17-18) 3. Academic (12-15)	1. Consequence Matrix (17-18) 2. Academic (12-15) 3. Procedure and Appeal (20)

2. [Revisions for drafts](#) prior to next meeting

3. Next steps:

- Draft will be prepared for review, starting with one document with the potential for shifting to two. One additional consensus form may be used to provide clarification.
- Committee members will be sent a copy of the draft prior to March 11th for review and input.
- March 11, 2024 at 5 pm, public input meeting will be held for review of the draft and feedback
- Committee will meet March 11, 2024 at 7 pm to review draft, have final discussions regarding admin and public feedback
- Draft will be prepared for review on March 18, 2024 by the Board of Education
- Additional meeting(s) will be held between March 18, 2024 and April 22, 2024 if committee members feel the draft presented on March 18th is not the final document.

Public Input Meeting- Monday, March 11, 2024 at 5:00 pm in the LGI at Waterford Union High School

Agenda:

- 1. Provide the revisions recommended by the committee**
- 2. Collect public input**

Public in attendance were. Committee members in attendance were Jill Stobber

Final Meeting -Monday, March 11, 2024 at 7:00 pm in the LGI at Waterford Union High School

Agenda:

- 1. Review revisions and public input from the meeting**
- 2. Changes made and document completed for board approval**
Members of the committee were presented with a draft prior to the meeting regarding the input given at the February 5, 21, and 28, 2024 meetings. The committee went over each page and made corrections to be implemented in the final draft.
- 3. Document to be presented at the March 18, 2024 board meeting for review**
The updated draft was sent to the committee and the WUHS administration team on March 12th for another review. A few more changes were requested, resulting in the final draft being presented at the March board meeting.

Action on the document to be completed by the April 22, 2024 board meeting

- 4. First Code of Conduct Meeting under the new code on Monday, June 3, 2024 at 6 pm in the aux gym.**