

# WGI Circuit Partner Symposium 2018

New Orleans, LA Sep 7 & 8, 2018

Representing MCGC: Brian Liwak & Greg Cole

Representing WGI: Executive Director Ron Nankervis; Director of Color Guard Dale Powers;  
Director of Percussion Mark Thurston; Director of Winds Wayne Markworth

## **Friday, 9-7:**

### **General opening statements**

- WGI has contracted to have World Championships in Dayton for the next 5 years. As it turns out, Disney had no idea what they were getting into. They came to Guard Championships and immediately pulled back. They thought it would be just like cheerleading. And they didn't even see percussion.
- UD is under major renovation, but they have a basketball game on Nov 1<sup>st</sup>, so it will be done. WGI has been kept in the loop and has even been given tours of the renovation.
- WGI wants to bring back a national Spinfest in 2019. It will be geared toward A and Open. They also intend to update their educational videos.
- WGI is entertaining the possibility of an Individuals and Ensembles contest. They realize there is no time for this in conjunction with World Championships. They're kicking around the idea of trying something with DCI.
- WGI plans to have Regionals in Costa Rica, China, and Taiwan. They have already had newer Regionals in the Philippines, Malaysia, and Thailand. They are also trying to create independent circuits over there because the cost of an overseas Regional is 3 to 4 times that of a US Regional.
- The things on the agenda for this weekend are entirely about how WGI has chosen to deal with these issues. Local circuits are welcome to use all, some, or none of WGI's policies / suggestions.

## **Participant Protection and WGI Code of Conduct**

- WGI wants to make sure that everyone knows that signs should not be ignored.
- WGI cannot control safety. But they can set expectations of openness and accountability.
  - WGI is trying to make reporting easier while making it clear that retaliation is not acceptable.
  - They are doing background checks for every single person that they use for any purpose.
  - They are asking any person providing a service to WGI to report any potential problems that may have occurred in that person's past. And incident is not necessarily an automatic 'no.' WGI just wants to know. If the incident was resolved satisfactorily, there isn't any need to worry about it.
  - Participating groups will have to provide 3 contacts in case a report comes in about the primary contact. Scholastic groups will be required to list the Band Director. That may change to any credentialed teacher or administrator. This will be due 5 weeks prior to a unit's first Regional ... with scholastic eligibility and insurance. They're hoping to make it all one process.
- The foundation of the new policy is this: if an incident is reported to WGI, the participating group will be contacted and required to deal with the situation themselves, and then report back to WGI. WGI wants to be in the loop in order to make sure things aren't being ignored, and to make sure that a satisfactory conclusion is reached.
- There is a Code for participating groups, and a similar, but more stringent Code for WGI personnel. Both are available on their website, and are included at the end of this report. The reporting policy and reporting form are also available online. [www.wgi.org](http://www.wgi.org) -- About WGI – Administration – Code of Conduct
- The language is modeled after common corporate sexual harassment policies.
- WGI is also going to be asking participating units to sign a Participating Group Master Agreement.
  - This enables WGI to terminate their relationship with a willfully non-compliant group.
  - This will be required by every unit this coming season, 5 weeks prior to a group's first Regional. It will be presented to each group during the registration process.
  - If a group's administration won't sign it, that can be dealt with on a case-by-case basis. WGI will not keep a group from participating without trying to get it figured out.
  - It is a work in progress. If this doesn't go well, they will recalibrate and try again.

- WGI is also working on a similar document to more clearly define the relationship between WGI and their Circuit Partners. There was quite a bit of discussion about this – there are some issues with the document they presented. Ron openly admits that they spent far less time on this document and there are things to be ironed out.

**Sat, 9-8:** Breakfast was excellent. We sat next to some people from northern California who wanted to complain about how cold it is there ... until we pointed out that we're from Michigan.

**WGI-Certify:** presented by Scott and Peggy Bilbruck from eAdjudicate

- Percussion 200 is now available. 300 will be ready by next summer.
- Winds is coming.
- Will Winds and Percussion visual judges be required to complete the program for both? Probably not, but they haven't decided for sure yet.
- Guard 300 requires a 'student evaluator.' WGI will provide one for \$175.
- Guard 400 is next. It will be \$175, and will basically be preparation for The Academy.
  - 400 – Professionalism standards and ethics
  - 410 – Advanced recognition and commentary: range, variety, and depth
  - 420 – Advanced analysis, comparison, and scoring
  - 430 – Advanced management of contest and season dynamics
  - 440 – The Academy

A person will not even be allowed to apply to The Academy until completing Level 430. The Academy is offered in roughly 3 locations every other year.

**WGI 1 on 1:** presented by Scott and Peggy Bilbruck from eAdjudicate

- WGI 1 on 1 is an online service that allows groups access to some of the top designers, technicians, and adjudicators in the marching arts.
- Design consultation - \$75
- Judge evaluation - \$37.50
- Non-WGI class units are welcome
- Some circuits are offering this in their registration process. Others are including it in their registration fees / dues!
- WGI is offering one free credit to units who have been promoted
- Coming next year: live interaction consultation

**Competition Suite:** presented by Matt Becker

- Judge app has been completely redesigned
  - Now able to enable a History.
    - This is available to all judges, but is meant to be and is only recommended for T&P judges.
    - As of right now, the Contest Administrator will not be able to see the History without looking at the judge's tablet.
  - Commentary explorer:
    - The Contest Administrator or Tabulator will be able to see what commentary is saved on the device.
    - No more "I know I recorded, I don't know why it didn't upload."
  - Commentary test screen:
    - Tab has to be the one who listens because the judge would have to remove the mic in order to listen – which negates that reason for the test.
    - It will be under "Judge Status"
    - It can be done multiple times. The judge can switch to the test screen at any point in the day.
  - CHAT!!!
    - Judge to Tabulator and vice versa.
    - The message will pop up – obvious, but unobtrusive – and stay until the judge gets rid of it.
  - Score sync speed improvements.
  - Will now support tablets AND phones.
  - Will be able to drag group names up and down in the scores on any tablet.
- Tabulation software
  - Can upload video just like commentary
  - Will now support Mac
  - Will be able to run old version and new version side-by-side, either to double check or if there's a problem.
- For WGI Circuit Partners, CompSuite is offering a one-hour "feature catch-up" web chat with Matt.

The FloMarching presenter, Wesley Sullivan, was unable to attend due to flight problems.

**Safety and Security at events:** presented by the Ohio Crime Prevention Association

- This was a really well-run seminar primarily focused on 2 main topics: personal safety and active shooter scenarios.  
[info@ocpa-oh.org](mailto:info@ocpa-oh.org)
- Brian spoke with them about the possibility of doing a seminar for MCGC.

## **Division Reports**

### Color Guard: presented by Dale Powers

- Went over rules passed by the CGAB. Most prominent is the fact that rules will stick for 2 years before being changed.
- WGI will no longer pass out Summary Sheets and Recaps. They may also stop using paper strips to post scores! Right now, scores are often held from being posted online until the score strip is up. Getting rid of the strips would actually get the scores out more quickly.
- Some circuits are running local shows on the Friday night before a nearby WGI Regional using all or some of the WGI panel of judges. They can split the cost with WGI. Lyera is the point person on this.
- WGI is putting together a “minimum requirements” document for what equipment is needed to run a Regional – particularly sound equipment.

### Percussion: presented by Mark Thurston

- Proposals at the PAB will need 2/3 vote from now on.
- There will be some changes to the Visual sheet and some wording changes to the Music sheet.
- Mark would like to encourage circuits to consider using clinicians from areas outside of our activity in order to get people thinking outside the box. For example, he took part in an excellent clinic about the effect sound has on the brain.

### Winds: presented by Wayne Markworth

- WAB voted to eliminate Box 6 from the sheets. This will help keep the sheets similar to the percussion sheets.
- Also hoping to make T&P more consistent between percussion and winds.
- Next season, for the first time, Championships will be big enough to have to have cuts between Prelims and Finals.
- WGI had 2 Winds-only Regionals.
- Wayne hopes to be doing some educational podcasts and videos.
- WGI is helping Dayton Community Schools get their music program back!

**Final thoughts** by Ron

- A class color guard Finals is going back to UD and will be included in the World and Open prelims ticket price ... like percussion.
- WGI is eliminating the back-side seating ticket. Units who don't make Finals at a Regional will no longer have to pay to get in on the back side. However, in order for the show host to keep from losing money, WGI will raise show entry fees \$10.
- Championships is now a 4-day event for guard and percussion – it will start on Wednesday.
  - There may be problems with school districts not wanting to allow kids to miss more than 2 full days.
  - All SA and PSA units will be in Dayton on Wednesday.
- Millett is no longer a venue option.
- WGI needs volunteers, especially for percussion Champs. The 4 – day event is going to require more people. A person does not necessarily need to be able to work all 4 days in order to volunteer.
- WGI will not get involved in disputes over kids between independent units and scholastic units.
- WGI's policy regarding a graduate is that a kid is in high school until he/she HAS their diploma.
- There's a new music publishing company – Global Music Rights. We may have to get a license for them now.

## **CODE OF CONDUCT FOR PARTICIPATING GROUPS**

WGI feels it is essential to enforce a Code of Conduct for groups participating in any WGI sanctioned event. If employees, independent contractors, and volunteers are expected to adhere to a professional code of conduct, then it is appropriate that this standard is expected from participating groups as well.

Definitions:

**Participant:** A person who is performing with a participating group.

**Staff:** A person who is engaged by a participating group in an instructional or administrative capacity. **Volunteer:** A person who gives of their time freely to a participating group as a chaperone or provides support in any capacity.

All groups participating in any WGI sanctioned event must accept and act under the policies and procedures outlined within this Code of Conduct.

WGI will not tolerate conduct that impacts negatively on the organization or the experience of our performers. All participants, staff, and volunteers should consider themselves as ambassadors of WGI. All parties are not only expected to uphold these policies, but help remind others of them when necessary.

Further, WGI reserves the right to discipline, discharge or suspend participants, staff or volunteer who engages in or is alleged to have engaged in unlawful activity at a WGI sanctioned event to the extent consistent with applicable law.

### **ALCOHOL & CONTROLLED SUBSTANCES**

WGI participants have the right to participate in an environment free of alcohol and controlled substances. WGI participants are not to possess, distribute or be under the influence of alcohol or controlled substances including, but not limited to, narcotics, inhalants, marijuana or other dangerous drugs. It is unlawful to bring alcohol and controlled substances onto any school grounds and most arena facilities.

### **SEXUAL MISCONDUCT**

WGI strictly prohibits all conduct which could pose a threat to the safety of participants of a WGI sanctioned event. If the participating group receives information of any kind (oral or written, "informal" or "formal") suggesting that misconduct has occurred that is connected in any way to individuals or activities associated with the participating group, and if the suggested misconduct meets any of the following criteria, then participating group shall inform WGI of the information in writing immediately:

- Any misconduct of a sexual nature or potentially classifiable as a sex offense under applicable law, including without limitation so-called "victimless" activities such as prostitution, pornography, and indecent exposure.
- Any misconduct in which actual or suggested sexual relations is an element.
- Any harassing conduct pertaining to, in whole or in part, an individual's sex, gender, sexual orientation, or gender expression.
- Any conduct involving harm to a minor.

Participating groups shall maintain effective internal policies and procedures for the protection and safety of its participants, staff, and volunteers, including without limitation the ability of any individual to report suspected misconduct to the leadership of the participating group without reprisal. Participating group shall conduct an effective internal investigation, report the matter to

the appropriate external authorities as may be necessary, and take appropriate and effective remedial action under the circumstances.

Anyone found to have participated in misconduct that threatens the safety of a participant will be disciplined as WGI finds appropriate, up to and including a permanent ban from association with any WGI-sanctioned event in any capacity.

### **HARASSMENT**

Behavior that may be considered inappropriate or may be deemed as harassment is not allowed. Harassment refers to a full spectrum of offensive behavior. When the term is used in a legal sense, it refers to actions that can be found to be threatening or disturbing, and beyond those that are sanctioned by society. Conduct that creates a hostile environment is prohibited. Such conduct may include:

- Any harassing behavior about, in whole or in part, an individual's sex, gender, sexual orientation or gender expression
- Repeated unwanted sexual flirtations, advances, or propositions
- Verbal abuse of a sexual nature
- Verbal comments about an individual's body
- Sexually degrading words used to describe an individual
- Unwanted physical contact
- Cyber-bullying or social media abuse
- Any other behavior that is not socially acceptable in a professional environment

Any participant, staff or volunteer who is found after an appropriate investigation to have harassed another participant, staff, employee, contractor, volunteer, or customer of WGI will be subject to appropriate disciplinary actions, including suspension.

### **ANTI-RETALIATION AND WHISTLEBLOWER POLICY**

In an effort to protect all interested parties and address our commitment to integrity and ethical behavior, WGI will not tolerate any retaliation against anyone who makes a good faith report, or threatens to make a good faith report, regarding WGI, another organization, or an individual, whose suspected violation of the law or other violation endangers the health or safety of a participant, any personnel of WGI or a participating group, or the general public.

### **GENERAL CONDUCT**

Our reputation depends on the conduct of all parties involved in WGI. Good manners, courtesy, and common sense are generally all that is required to ensure appropriate conduct and behavior. Conduct or language that could be perceived by a reasonable person as being rude, inappropriate, abusive, disorderly, derogatory, immoral or threatening will not be tolerated.

If an undue and unfair pressure is applied to WGI judges or staff through inappropriate behavior, then this places the competitive experience at risk. Examples include, but are not limited to, participants or staff of a group verbally abusing WGI personnel, the inappropriate conduct of any participants or staff on the contest floor, or inordinate or unauthorized communication to judges or the Chief Judge.

Disruptive or rude behavior from participants, staff, or volunteers of one group towards another in the warm-up areas will not be tolerated.

Anyone found to have participated in misconduct will be disciplined as WGI finds appropriate, up to and including loss of the privilege that has been violated. For example, staff could lose all critique privileges with judges, barred from contest floor or venue, or loss of the right to use the warm-up venue

### **SOCIAL NETWORKING**

WGI respects the right to use social networking sites and does not wish to discourage from self-publishing or self-expression. Nevertheless, we expect all involved in WGI to follow applicable guidelines and policies. All persons using social media should be clear that any posts are their own and they are not authorized to speak on behalf of WGI.

Our policies prohibit the use of social media to post or display comments that are vulgar, obscene, threatening, intimidating, harassing, or hostile on account of race, color, religion, national origin, age, sex, sexual orientation, veteran status, marital status, physical or mental disability, or any other basis or characteristic protected by applicable law on platforms controlled by WGI.

### **DISCIPLINARY ACTION**

Individual participants, staff, or volunteers who are found to be in violation of this Code of Conduct will be subject to further investigation as conducted by WGI Administration. Based on the circumstances considered, the decision to apply disciplinary action or dismissal can be at the sole discretion of the Executive Director.

In extreme circumstances, termination of a group's participation in WGI may be considered if after a thorough investigation finds their management has recklessly or continually put participants, staff, or volunteers in unsafe situations or ignored flagrant violations of this Code of Conduct.

The type of action taken depends on the facts and circumstances surrounding each situation. Please note that the corrective action may vary, or steps skipped, depending on the circumstance. It's important to note that the type of action applied, as well as any prior notice of action, is at WGI's sole discretion.

The policies of this Code of Conduct should provide all participants, staff, and volunteers with an understanding of what is considered appropriate or inappropriate behavior. While all possible circumstances are impossible to delineate, those participating with WGI should not take any chance with the spirit and intent of these guidelines.

## **CODE OF CONDUCT FOR WGI PERSONNEL**

All employees, contractors, and volunteers of WGI must accept and act in accordance with the policies and procedures outlined within this Code of Conduct.

Definitions:

**Employee:** A person who is hired for a wage, salary, fee, or payment to perform work for WGI on a regular basis.

**Independent Contractor:** A person who provides seasonal services in exchange for a fee. Independent contractors are offered assignments for work. These assignments can be refused.

**Volunteer:** A person who gives of their time freely to WGI. Volunteers are offered assignments for various events. These assignments can be refused.

By the acceptance of employment or assignments, all employees, contractors, and volunteers agree to abide by this Code of Conduct. A failure to adhere to these standards may subject the employee, contractor, or volunteer to termination or suspension of employment or revocation of any and all remaining assignments. WGI also reserves the right to remove said employee, contractor, or volunteer from future work with WGI.

WGI will not tolerate conduct that impacts negatively on the organization, either in terms of an employee's or contractor's individual work performance, workplace safety, or the business interests and corporate image of WGI. All employees, contractors, and volunteers must consider themselves as an ambassador of WGI. You are not only expected to uphold all policies yourself, but to help remind others of them when necessary.

Further, WGI reserves the right to discipline, discharge, or suspend an employee, contractor, or volunteer who engages in or is alleged to have engaged in unlawful activity outside the workplace to the extent consistent with applicable law.

### **ALCOHOL**

The employee, contractor, or volunteer agrees to not consume alcohol while “at work” with WGI. “At work” includes the time period between the beginning of the day and close of competition. The employee, contractor, or volunteer agrees not to consume alcohol until his/her responsibilities are completed for the day. Violators may receive disciplinary actions, including dismissal or suspension.

It is unlawful to bring alcohol onto any school grounds and most arena facilities. Violation of these laws could result in immediate dismissal or suspension.

Any employee, contractor, or volunteer driving a WGI vehicle or transporting WGI personnel in vehicles must refrain from consuming any alcohol beverages before or during operation of vehicles.

### **DRUGS**

The employee, contractor, or volunteer agrees not to pursue, continue, or engage in the use of, or be under the influence of, illegal or recreational drugs, or prescription medications or substances which may affect your ability to function or cause one to be impaired while “at work” with WGI. “At work” includes the time period between the beginning of the day and close of competition. Violators may receive disciplinary actions, including dismissal and referral to law enforcement for violations of the law.

### **SEXUAL MISCONDUCT**

WGI strictly prohibits all conduct which could pose a threat to the safety of participants, employees, independent contractors, and volunteers. This policy sets forth WGI’s expectation that all individuals associated with WGI-sanctioned events shall report the following kinds of misconduct without exception:

- Any misconduct of a sexual nature or potentially classifiable as a sex offense under applicable law, including without limitation so-called “victimless” activities such as prostitution, pornography, and indecent exposure.
- Any misconduct in which actual or suggested sexual relations is an element.
- Any harassing conduct pertaining to, in whole or in part, an individual’s sex, gender, sexual orientation, or gender expression.
- Any conduct involving harm to a minor.

Anyone found to have participated in misconduct that threatens the safety of a participant, employee, independent contractor, or volunteer will be disciplined as WGI finds appropriate, up to and including a permanent ban from association with any WGI sanctioned event in any capacity.

### **HARRASSMENT**

Behavior that may be considered inappropriate or may be deemed as harassment is not allowed. Harassment refers to a wide spectrum of offensive behavior. When the term is used in a legal sense, it refers to behaviors that can be found to be threatening or disturbing, and beyond those that are sanctioned by society. Conduct that creates a hostile environment is prohibited. Such conduct may include:

- Any harassing conduct pertaining to, in whole or in part, an individual's sex, gender, sexual orientation or gender expression.
- Repeated unwanted sexual flirtations, advances, or propositions
- Verbal abuse of a sexual nature
- Verbal comments about an individual's body
- Sexually degrading words used to describe an individual
- Unwanted physical contact
- Cyber-bullying or social media abuse
- Any other behavior that is not socially acceptable in a professional environment

Any employee, contractor, or volunteer who is found after an appropriate investigation to have harassed another employee, contractor, volunteer, performer, or customer of WGI will be subject to appropriate disciplinary actions, including dismissal or suspension.

### **ANTI-RETALIATION AND WHISTLEBLOWER POLICY**

In an effort to protect all interested parties and address our commitment to integrity and ethical behavior, WGI will not tolerate any retaliation against anyone who makes a good faith report, or threatens to make a good faith report, regarding WGI, another organization, or an individual, whose suspected violation of the law or other violation endangers the health or safety of a participant, employee, independent contractor, volunteer, or the general public.

### **GENERAL CONDUCT**

Our reputation depends on the conduct of all employees, contractors, and volunteers. All those employed or engaged by WGI must play a part in maintaining that reputation to the highest ethical standards. Good manners, courtesy, and common sense are generally all that is required in order to ensure appropriate conduct and behavior. Conduct or language that could be perceived by a reasonable person as being rude, inappropriate, abusive, disorderly, derogatory, immoral, or threatening will not be tolerated.

### **CONFLICTS OF INTEREST (AFFILIATIONS)**

As a person employed or engaged by WGI, you are expected to work in the best interests of the organization at all times, as a disinterested and reasonable observer would view that interest in the circumstances. Impartiality and the perception of impartiality are critical to our success.

A conflict of interest exists when you take any action that is contrary to or interferes with the impartiality or the perception of impartiality of WGI's mission. A conflict of interest may be real, potential, or perceived. Accordingly, you must avoid and disclose all conflicts between the best interest of the organization and your own personal interests or personal relationships.

A conflict of interest also exists whenever a person employed or engaged by WGI may personally benefit either directly or indirectly, financially or otherwise, from their position in the organization.

You must disclose all actual and potential conflicts of interest promptly. It is your responsibility to comply with this requirement each time you become aware of a new conflict of interest or if any initial disclosure no longer accurately reflects the nature of the conflict of interest. In most cases, disclosure may be all that is required. If WGI determines that an actual conflict of interest exists, it will determine what additional actions are required by you to remedy that conflict and instruct you accordingly.

It is impossible to describe every potential conflict of interest. The vast majority of conflicts of interest will deal with adjudication but could also exist in other situations. However, to assist you

in understanding and complying with this policy, an illustrative, but not all inclusive, list of actual conflicts of interest follows:

- You personally are a designer, instructor, manager, or administrator of a group competing at WGI events.
- You have a family member, spouse, or significant other relationship that are employed or engaged with a group competing at WGI events.
- You receive compensation from a school music department or organization that sponsors a competing group (i.e. an individual who teaches music in the school when the music department sponsors a group)
- You have given an in-person consultation to a group in the current year. Online consultations sanctioned by WGI are allowed.
- You display a group's insignia while at a WGI event.
- You operate a business venture, are doing business for or being retained by a third party for services that conflicts with WGI. Employees, contractors, and volunteers may not use the intellectual property of WGI (ex. logo, judging systems, proprietary and non-public training materials) for personal financial benefit.

### **SOCIAL NETWORKING**

WGI respects the right of employees, contractors, and volunteers to use social networking sites on their own time and does not wish to discourage from self-publishing or self-expression. Nevertheless, we expect those employed or engaged by WGI to follow applicable guidelines and policies.

Blogging or other forms of social media or technology include but are not limited to video or wiki postings, sites such as Facebook, You Tube and Twitter, chat rooms, personal blogs or other similar forms of online journals, diaries or personal newsletters not affiliated with WGI. Unless specifically instructed, persons engaged by WGI are not authorized to speak on behalf of the organization.

Our policies prohibit the use of social media to post or display comments that are vulgar, obscene, threatening, intimidating, harassing, or hostile on account of race, color, religion, national origin, age, sex, sexual orientation, veteran status, marital status, physical or mental disability, or any other basis or characteristic protected by applicable law.

When posting to any web site, assume that many people, including coworkers, fans, supporters, performers, parents, school administrators, customers and potential customers, and the media are reading your comments. All parties should be aware of your association with WGI in online media streams. Use common sense, professional judgment, and caution.

Bloggers and commentators are personally responsible for their commentary on blogs and social networking sites. Bloggers and commentators can be held personally liable for commentary that is considered defamatory, obscene, proprietary, or libelous.

Guidelines for using personal social media:

- No communication is allowed privately or publicly via email, text, or on any social media streams or with any director, instructor, judge or performer about any competitive aspect of a participating group. This type of communication is strictly prohibited.
- WGI staff and judges should never comment on an individual group's anticipated or actual performance or anything of a competitive nature, however positive. Such postings create openings for questions from anyone reading the post. What seems like an innocent comment can be easily misconstrued.
- WGI staff and judges should change personal settings on Facebook to allow review and approval of any post visible to the public. Use caution on "liking" any post regarding any individual group or WGI.
- WGI staff and judges are prohibited from promoting any participating group with which they are affiliated so not to present the appearance of intended influence.
- WGI staff and judges should refrain from posting or liking any pictures or comments that imply favoritism towards any one group, instructor, circuit or region.
- WGI staff and judges should use caution in posting or "tagging" photos or videos of any color guard on your personal social media streams.

It is important to remember that anything posted on the Internet is permanent. Although it can be "taken down", it may well exist somewhere for years to come and often reach large numbers of people quickly. If misinterpreted or open to misinterpretation, such postings can do incalculable damage to the reputation of individuals, organizations, and WGI.

WGI will use these guidelines to determine whether an employee or contractor has been appropriate in their public online behavior with respect to their WGI-related responsibilities. Those employees and contractors associated with WGI must represent appropriate conduct for a competitive, scholastic-based activity. Violation of these guidelines can lead to disciplinary action including suspension and/or termination.

#### **DISCIPLINARY ACTION**

Employees, contractors, and volunteers who are found to be in violation of this Code of Conduct will be subject to further investigation as conducted by WGI Administration. Based on the circumstances considered, the decision to apply disciplinary action or dismissal can be at the sole discretion of the Executive Director.

The type of action taken depends on the facts and circumstances surrounding each situation. Please note that the corrective action may vary, or steps skipped, depending on the circumstance. It's important to note that the type of action applied to an employee, contractor or volunteer as well as any prior notice of action, is at WGI's sole discretion.

The policies of this Code of Conduct should provide any and all employees, contractors, and volunteers with an understanding of what is considered appropriate or inappropriate behavior. While all possible circumstances are impossible to delineate, those engaged with WGI should not take any chance with the spirit and intent of these guidelines.