



**National Athletic Directors Conference
December 11-15, 2015, Orlando, Florida**

Workshop: Student Leadership Programs

Presenter's Name: Robert Faulkens

Position/Title: Assistant Commissioner

Affiliation: Indiana High School Association

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Job Responsibilities: Student Leadership Conference, Student Advisory Committee

Describe any prior service to the NFHS/NIAAA:

Description of the main focus of your presentation:

Developing and cultivating a Student Advisory Committee and a Student Leadership Conference

Audio Visual Requests:

Due to the number of workshops, we ask that presenters provide their own laptop. **Please note:** Presenters must provide their own cable/dongle to connect to a VGA cable. **The conference only provides VGA connectivity, no HDMI or USB.**

Please mark the requested equipment.

LCD Projector & Screen: X

PC House Sound:

Internet Access: X

DVD Player:

Microphone:

Other:

Return this form to lbrown@nfhs.org by Friday, October 30, 2015



Student Advisory Committee Expectations

Selection Process:

The IHSAA Student Advisory Committee will be composed of 18 members. Membership from each of the 3 districts will be the following:

- 9 seniors
- 9 juniors
- At least 1 student representing each of the four classes
- At least 2 students representing each of three districts
- At least 2 "non-white" representatives
- At least 1 "urban school" representative
- At least 1 "private school" representative

Efforts will be made to assure that as many of the 20 IHSAA sports are represented as possible across the 3 districts. Any IHSAA member school can nominate one junior to be a member of the IHSAA Student Advisory Committee for the next two years. The screening and selection committee will be comprised of IHSAA staff, members of the IHSAA Board of Directors, and members of the IHSAA Student Advisory Committee.

Officers:

A President and Vice-President will be selected from the senior members of the IHSAA Student Advisory Committee. Committee assignments will be made during the Annual Retreat.

Meeting Dates:

Student Advisory Committee members are expected to attend all meetings. They will be held at the IHSAA office and are typically scheduled on Sundays, from 12:00pm-3:00pm. Participants will receive a reminder approximately two weeks prior to the meeting via email. Participants will be reimbursed for mileage, and lunch will be provided. Carpooling is encouraged. The meeting schedule is as follows:

Saturday - Sunday, August 1-2, 2015 (Retreat)	
Sunday, October 4, 2015	12:00pm – 3:00pm
Sunday, December 6, 2015	12:00pm – 3:00pm
Sunday, February 7, 2016	12:00pm – 3:00pm
Sunday, April 10, 2016	12:00pm – 3:00pm

State Championships:

Members of the IHSAA Student Advisory Committee will be expected to attend at least one IHSAA State Championship during each season (fall, winter, and spring). All members are strongly encouraged to attend the football and boys basketball state championships.



Area Principals Meetings:

Student Advisory Committee members will conduct one student meeting that will be held in conjunction with the Fall Area Principals meetings. Two students will be assigned to each meeting. In most cases, the member will be transported to the site of the meeting by their school administrator. The meeting is held during the school day. The meeting agenda and survey questions will be determined by the Student Advisory Committee during their first meeting.

IHSAA Student Leadership Conference:

Members of the IHSAA Student Advisory Committee are expected to attend the annual IHSAA Student Leadership Conference to assist with its planning and administration. The conference is scheduled for June 21, 2016.

Special Projects:

The Student Advisory Committee will select a yearly project during the Annual Retreat.

Public Relations:

Photographs will be taken during the Annual Retreat. A media release and the photographs will be sent to all state media outlets and the member schools. School administrators will be asked to forward this information to their school newspaper. Student Advisory Committee members may be asked periodically throughout the year for an interview. Instructions regarding media relations will be issued during the first meeting.

Reimbursements:

Members of the IHSAA Student Advisory Committee will receive mileage reimbursement for travel to events at .25 cents per mile. Additional reimbursements for parking fees, etc. may be issued for certain events.



IHSAA Student Advisory Committee Fifth Annual Retreat

Saturday, August 1

- 8:00 Staff Arrives
- 10:00-11:00 Check in at cabins, set up bedding, outside activities
- 11:00-11:30 Lunch
- 11:30-12:45 **Meeting #1** in Cross Keys Inn
- 1:00-5:00 Challenge activities
- 5:00-5:45 Walk back to cabins and clean up
- 6:00-6:45 Dinner
- 7:00-8:45 **Meeting #2** in Cross Keys Inn
- 9:00-? Camp Games, Bonfire, Social Hour

Sunday, August 2

- 8:00-8:30 Voluntary devotion service planned by SAC
- 8:30-9:00 Pictures – everyone in polo shirts
- 9:00-9:30 Breakfast
- 9:45-11:30 **Meeting #3** in Cross Keys Inn
- 12:00-12:30 Lunch
- 12:30-2:00 Outside activities Ice breakers – Robert Faulkens
(bucket brigade, lifesaver relay, m&m relay)
- 2:00-4:00 **Meeting #4** in Cross Keys Inn
- 4:00-4:30 Clean up, pack, dismiss

MEETING AGENDAS

Meeting #1 11:30pm – 12:45pm

1. Welcome from Sandy Searcy and Robert Faulkens - introduction of IHSAA board members
2. Human Development Activity – Name Tags - Robert Faulkens
3. Intro to the IHSAA

IHSAA Basics – **Alexa and Jacob**

Organization of the IHSAA and the SAC

Districts and Representation

IHSAA Personnel - **Ty and Riley H.** (power point)

IHSAA Q & A – Robert Faulkens, Sandy Searcy

4. Notebook – Sandy Searcy
mileage, communication, meeting attendance, expectations
5. Meet and Greet
Map – where do we all live?

Meeting #2 7:00pm – 8:45pm

1. HDA – Robert Faulkens (Ice breaker(s), practice presentation skills)
2. Role of SAC at state championships and PSAs – Sandy Searcy
3. SAC responsibilities—**Sydney and Quinlan**
4. SAC governance—form committees, define responsibilities, set deadlines - **Alexa**
5. Practice “Meet and Greet” for state championships – **Lauren and Matt**

State championship itineraries

Sign up for state championships events

Meeting #3 9:45am – 11:30am

1. Appointment of committee chairs by officers – **Alexa and Jacob**
Assignments of Meetings and Events
2. Fall Principals’ Meetings logistics – Lee Lonzo
Agenda--Ice breaker, survey, topics to be covered

Meeting #4 2:00–4:00pm

1. Organize logistics for Fall Area Principal meetings (continued) – Lee Lonzo
1 map for each district – **Riley P.** records assignments for principals meetings
2. Practice presentation skills for Fall Principal Meetings – Lee Lonzo
3. SAC/SOIN collaboration – Lee Lonzo
4. Summer conference evaluations – Sandy Searcy
5. Web site presence – who are we and how do we want to communicate our message?
SAC Video, current SAC web sites
6. IHSAA Retreat Evaluations – Robert Faulkens

IHSAA Area Principal Meetings 2014

Student Advisory Committee Agenda for meeting with students

Pre-Meeting

SAC members should attempt to arrive ½ hour prior to the meeting so that we can review the materials and consider the facility, seating, etc. All materials will be provided, including the sign-in sheet, markers, name tags, survey, etc. We will have music going. You can bring your own mix if you like if you are absolutely sure it is school appropriate!

Reminders of presentation skills

- **PREPARE**
- **PRACTICE** before you arrive
- **PACE** yourself (remind yourself not to talk fast)
- Be early if possible
- GNAP (greeting, name, association, purpose) with eye contact and a smile
- Bring copies of your notes
- Smile and be confident
- Eye contact
- Volume (talk past the furthest person away)
- Diction (speak clearly)
- Appearance (wear khakis and SAC shirt)

Student Sign-In Participating students will be asked to sign in, providing their school name and email address. One SAC member should be positioned near the door to request them to enter their information. Remember GNAP—Greeting, name, association, purpose (Good morning and welcome! I'm _____. I'm a member of the IHSAA Student Advisory Committee we are going to facilitate the meeting this morning.) Don't forget eye contact, smile and handshake.

Decide who will be responsible for each of the following (described below):

Student sign in: _____

Human Bingo: _____

Name cards: _____

Introductions: _____

IHSAA Power Point: _____

Hand slap game: _____

Student Advisory Committee: _____

Champions Together (IHSAA/SOIN partnership): _____

Student Leadership Conference: _____

Survey of Major Concerns: _____

Conclusion and door prizes: _____

IHSAA Area Principal Meetings 2013 Student Advisory Committee Agenda for meeting with students

Icebreaker “Human Bingo”– 15 minutes

As students arrive give them a copy of the “Human Bingo” handout and quickly review the rules. Most importantly they need to have it signed by students from **OTHER schools** and they can only sign each sheet **ONCE**. Collect the sheets as you check that they have **THREE bingos**. We will be distributing door prizes based on these sheets at the end of the session.

Icebreaker “Name Cards” – 10 minutes

Each SAC member will introduce themselves. Your introduction will be a great transition to the name tag activity. Make sure you have on your Name Tag (see below). Talk about **your** school, sports you play, your interests and that you are a member of the Student Advisory Committee

Materials: Note Cards, markers, safety pins. IHSAA will provide all items.

Directions: Hand out name tags, safety pins and one pack of markers per group. Ask students to write their first name in large letters, and **draw** items in each corner that are important to them. Examples of topics: school (required), sports (required), hobbies, activities outside of sports, special interests, etc.

School	Sport(s)
ASHLEY	
Hobby	Activity

INTRODUCTIONS – 5 minutes

Mr. Lonzo will help you separate participants into groups of 5-8. Depending on the size of the group, you can split them in several ways: count off by the number of groups, etc. Make certain that students from the same schools are in different groups if at all possible.

After the name tags are done, tell students to pair up with someone in their group from a different school. After five minutes, each person must introduce his/her partner to the small group. Ask them to describe their **partner’s interests**, and also **something unusual**.

BEFORE STARTING 2 of you model what you want the introductions to look like.

Examples of this might be:

Something unique about this person -

Best sports moment -

What they want to do after high school?

Favorite music –

Instruct participants that they should wear the name tags for the rest of the meeting.

What Do You Need To Know About The IHSAA Power Point -- 5-10 minutes

Power point slides - "Did you Know?"

Review the Power Point to make sure you know information

Simply go through the Power Point calling attention to anything that you think is important

DON'T read every slide! It gets BORING! Keep it moving!

Use the candy to reward correct answers.

Hand slap name game instructions – 10 minutes

Give all instructions first and then SAC members divide up and join with groups

- Put 2 small groups together—8-15 per group
- Start anywhere and have that student say first name and have everyone repeat with a "Hi ____".
- Repeat until everyone has introduced themselves
- Give everyone a chance to ask others their name again
- One student goes to the middle of the circle and everyone in the circle put one hand out (face up toward the middle)
- Another student says the name of someone else on the outside of the circle
- The person in the middle attempts to slap the hand of the person whose name was called before that person can say the name of someone else on the outside of the circle
- A new person goes to the middle if:
 - when name is called they are slapped before calling a new name
 - if they call the name of the same person who called their name
 - if they move their hand (cheater!)
- Person who comes out of the middle starts the next round by calling another name

Student Advisory Committee video – 5 minutes

Tell the group how they can become a member of the SAC.

Question/Answer Session (4 minutes)

- 18 members chosen through interviews by returning members, IHSAA staff and Board of Directors
- Represent all districts and size schools
- Advisory group to Commissioner, Assistant Commissioners and Board of Directors
- Meetings throughout the school year
- Plan and administer summer Student Leadership Conference (June 19, 2012)
- Assist with state championships
- Facilitate Area Principal Meetings to gather input for student athletes about issues affecting them
- Participate in Special Olympics activities as part of the partnership
- Talk about the retreat
- Anything else that YOU have learned about IHSAA as a member of the SAC that students might find interesting
- Must be a current SOPHOMORE

Champions Together = IHSAA/Special Olympics Indiana Partnership (15 minutes)

Champions Together video

Goals for 2014 (Share goals and how to start, a handout will be provided—1 minute)

- Review school involvement 2013-14
- Goal is to have 75 schools recognized as Champions Together **“Banner Program”** schools
 - Inclusive student leadership team (School version of SAC)
 - Whole school engagement (30 Champions Together Rallies available)
 - Unified Sports
 - Fundraising activities (minimum of \$1,500)
- How to start
 - Seek permission from athletic director and administration
 - Find at least one adult advisor for student leadership team (coach, teacher, administrator, etc.)
 - Recruit one athlete from each IHSAA team **and** students with special needs to serve on student leadership team
 - Begin planning activities to meet goal targets in whole school engagement, unified sports and fundraising
- Share some specific ideas for each goal from list (with pictures)

Think, pair, share

- Have each student write down how they might start the effort for their school to be a Champions Together recognized partner school—1 minute
- Have students share ideas with a partner—2 minutes
- Have partner groups report back to school groups, have one student take notes and another student be prepared to speak on behalf of the group—5 minutes
- Have the speaker from each school group report out their best ideas—5 minutes

Student Leadership Conference Video (5 minutes)

- You can mention any information about your experiences at the Student Leadership Conference.
- You may want to ask the group if any of them attended and ask if they have anything to share.
- Let them know that the conference will be held Tuesday, June 23rd at Plainfield High School
- Let them know that they can find the Captain’s Handbook at IHSAA.org

Survey of Major Concerns – We want to collect information from students on their attitudes on IHSAA related topics using the survey that will be provided:

Conclusion and door prizes:

- Thank them for coming
- Remind them to thank principals and ADs for bringing them
- Remind them of the Student Leadership Conference June 23rd, Plainfield High School
- Randomly select sheets from Human Bingo to give door prizes