

BY-LAWS OF SOUTHWEST WASHINGTON ACTIVITIES ASSOCIATION

Revised April 2013

- 1.0 **NON-DISCRIMINATION POLICY:** The Southwest Washington Activities Association will guarantee no person in Washington shall, on the Basis of age, handicap, national origin, race, marital status, religion or sex, be excluded from participation in, or be denied benefits of, or be subject to discrimination under any activity. (October 21, 1982)
- 2.0 **DIVISION OF ASSETS OF THE ASSOCIATION:** Article XII of the Constitution shall be followed in the event that this organization should be dissolved or cease to exist. (October 30, 1983)
- 3.0 **FINANCES:**
 - 3.1 **MEMBERSHIP FEES:** (July 2008)
 - 3.1.1 High School membership fees are determined by WIAA classification. Fees are to be determined annually on the amount of state reimbursement and will include 15 SWW ID cards
 - 3.1.2 - Middle level school membership fees **to be determined annually on the amount of State reimbursement**
 - 3.13 **A 20% penalty will be added on the to membership fee's, if not paid by January 1st, Schools will be ineligible for District IV events until dues are paid (July 2002)**
 - 3.2 **AUDIT:**
 - 3.2.1 **INTERNAL AUDIT:** An internal audit of the association is performed by a committee appointed by the Executive Board. The audit, which is for the fiscal year, shall be completed and reported to the Executive Board yearly.
 - 3.2.2 **EXTERNAL AUDIT:** An external audit is to be performed by a reputable accountant at the conclusion of the fiscal year. The audit must be made in compliance with WIAA and IRS rules and regulations (May 17, 1983)
 - 3.3 **INVESTMENTS OF FINANCES:** Undersigned funds may be invested by the District Director in safe, short-term investments. (May 12, 1981)
 - 3.4 **DISBURSEMENT OF WIAA STATE TOURNAMENT FUNDS.** These funds will be used to determine yearly enrollment dues. Subject to yearly review
- 4.0 **EXECUTIVE BOARD PRESIDENCY:** President/Chairperson of the Association will be rotated (Article V, Section 2) as follows '1-B": "2-B"; "1A"; "2A"; "3A"; "4A"; Junior High/Middle School.
- 5.0 **DELEGATES RESPONSIBILITY AT REPRESENTATIVE ASSEMBLY:**

Delegates are to represent WIAA District 4 at the Representative Assembly uninstructed unless instructed to vote for or against a particular amendment by a two-thirds majority vote of the District 4 Executive Board. (February 28, 1973)
Delegates will go uninstructed on amendments from District IV (March 19, 2009)
- 6.0 **STANDING COMMITTEE:** The following standing committees are appointed annually by the Executive Board and the committees are responsible to the Executive Board.

6.2 **ELIGIBILITY COMMITTEE:** (May, 1997)

MEMBERSHIP: Committee has seven (7) members which represent all Educational positions, plus one (1) ex-officio member and One alternate (to fill in absence of official member). The chairman and members are recommended and appointed by District 4 Executive Board. The District 4 Director is an ex-officio member of the committee. There shall be a Representative from each high school classification and a Junior high/middle school representative.

MEETINGS: The committee meets a minimum of six (6) times a year depending on the number of cases. Meetings are called by the chairperson.

DUTIES: To rule on the eligibility of students to participate in Athletics.

To listen to the petitioners' appeal and to make a decision accordingly. Only students within District 4 are considered by the committee.

6.4 **OFFICIALS COMMITTEE:** (September 15, 2005)

MEMBERSHIP: A member from each classification will be appointed by the President of the SWW Board. District 4 Chairperson **Selected from the membership. Will meet as necessary**

6.5 **OTHER COMMITTEES:** Other committees will be appointed by the President as needed to investigate and report on special projects. Following the conclusion of all committee meetings, the chairperson shall submit a copy of minutes of the meetings to the Secretary/Treasurer of the District 4 Executive Board. These minutes shall be presented by the next regular meeting and be included in the minutes of the District 4 Executive Board as a report. (April 16, 1981)

8.0 **DISTRICT TOURNAMENT PROFITS AND LOSSES:** 10% of the gross revenue from District IV tournaments in football, soccer and basketball shall be forwarded to the District IV Director within two weeks after the conclusion of the tournament. Any District IV team playing in a District Tournament outside of District IV must forward 5% of their net revenue to the District IV Director upon receipt of their funds. All post league playoff games or tournament play that is a state tournament qualifier is subject to the 5% fee. All profits and all losses for any District 4 tournament are to be distributed among schools involved in the tournament. Some District 4 tournaments, therefore, will require an entry fee for all schools that participate. District IV will be responsible for losses accrued from other District tournaments these distributions shall be made in accordance with activities permitted under Section 501 (c) (3) of the Internal Revenue Code. (September 2005))

9.0 **SITE SELECTION FOR FOOTBALL AND SOCCER PLAYOFFS:** All 2nd round Football and Soccer contests will be on turf, unless mutually agreed on by both schools. District Director will assign first round sites with input from schools and check fields for playability,

10.0 VIOLATIONS, **DISPUTES AND GAME PROTESTS IN DISTRICT 4:** Disputes and game protests between schools which are members of WIAA District 4 shall first be acted upon by the league or leagues whose schools are involved in the protest. (March 20, 1980)

10.1: The District Director and/or appointees will upon directive from the District IV Executive Board will have the authority to investigate rule violations by District IV member schools (July 2007)

Appeal of any decision reached by the league(s) may be made to the Executive Board, provided that:

10.1 The facts and reasons for the appeal and the protest are submitted in writing, signed by school principal or superintendent, to the Secretary of District 4.

A sub-committee of the executive Board consisting of the elected delegates to Representative Assembly shall hear appeals and game protests. (At least five (5) members or designees). September, 1999

11.0 **ADMISSION PRICES:**

11.1 **STUDENTS:** A maximum admission price of \$4.00 is set for all visiting students in Southwest Washington District 4 for regular season contests. ASB cards are required for student prices. (March 2004)

11.2 **ADULTS:** Adult admissions for regular season contests is set at a maximum of \$5.00. (March 2004)

12.0 **SUPERVISORY IDENTIFICATION CARDS:**

12.1 **SOUTHWEST WASHINGTON DISTRICT SUPERVISORY ID CARDS:**
Each school is permitted to purchase supervisory ID cards. These ID cards are non-transferable and will admit the holder of the ID card to all Southwest Washington athletic contests including District IV Tournaments and District IV Playoffs. No member school can refuse to admit valid ID card holders to any District related activity. Extra ID cards may be purchased for \$35.00

12.2 **PRESS ID cards:** Free ID cards are available to reporters and radio announcers. Schools.

12.3 **LIFE MEMBERSHIP PASSES:** These passes are awarded by the Southwest Washington Executive Board to individuals for outstanding service contributing to Southwest Washington District 4. The pass-holder is admitted to all Southwest Washington athletic contests including District Tournaments and District Playoffs. These passes are not intended as benefit to any current Director or member of the Executive Board. (February 28, 1973; December 10, 1981; October 20, 1983; February 21, 1985; April 21, 1994)

CRITERIA: (April 21, 1994)

Lifetime passes will be available to only those who have made service contributions to District 4.

One must earn at least 15 points to qualify for a lifetime pass.

Service Positions and Point Value:

- District 4 Executive Board - 1 pt/yr. of service
- Representative Assembly - 1 pt/yr. of service
- District 4 Standing Committee - 1 pt/yr. of service
- Tournament Director - 1 pt/yr. of service
- District 4 Officers (Pres. /Sec.) - 2 pts/yr. of service
- District 4 Rep. to WIAA Exec. Bd. - 2 pts/yr. of service

All passes awarded prior to January 1, 1994, will be grandfathered.

All passes awarded after January 1, 1994, will be honored at all District 4 events (tournaments included)

12.4 SCHOOL BOARD IDENTIFICATION CARDS Each District IV School Board member may purchase these cards for \$35.00. These cards are good for all District events including District IV tournaments

13.0 District IV awards are the responsibility of leagues. District IV will be responsible for the Championship traveling trophies

14.0 **MEDIA RIGHTS** (July 2004))

14.1 District 4 maintains exclusive broadcast/televising rights to all District Tournaments and playoff-level events. In addition, the District has the right to require payment from the radio/television stations who request permission to broadcast/televise such events.

14.2 Radio and television stations requesting permission to broadcast or televise District 4 tournament or playoff contests must have written authorization from the District 4 Executive Director who will consult with the tournament or game manager, to assure that appropriate facilities are available, and who will require consent from the two (2) schools involved in the contest.

14.3 All contests will be played on the date and time as scheduled. Times and dates will not be altered to satisfy special broadcast or television schedules, unless mutually agreed between the two (2) schools involved and the District 4 Executive Director .

15.0 **BY-LAWS:** By-laws are subject to annual review and may be revised by a sixty percent majority of members present at a regular Executive Board meeting in accordance with the Constitution.