Wyoming High School Activities Association

2026-27 HANDBOOK

Educational Excellence Through Activities

TABLE OF CONTENTS

WHSAA STAFF 2
BOARD OF DIRECTORS 3
CONSTITUTION 9
1.00 ADMINISTRATION 12
2.00 ASSOCIATION PROGRAMS AND POLICIES 14
2.7.0 WHSAA AWARDS 19
3.0.0 GENERAL ASSOCIATION RULES AND REGULATIONS 21
4.0.0 GENERAL MEMBER SCHOOL RULES AND REGULATIONS 28
5.0.0 GENERAL STUDENT RULES AND REGULATIONS 31
6.0.0 PARTICIPANT ELIGIBILITY RULES AND REGULATIONS 35
7.0.0 SPECIFIC SPORTS RULES AND REGULATIONS 40
7.5.0 BASKETBALL 44
7.6.0 CROSS COUNTRY 45
7.7.0 BOYS FOOTBALL 45
7.8.0 GOLF 49
7.10.0 NORDIC SKIING 51
7.10.5 ALPINE SKIING 55
7.11.0 SOCCER 61
7.11.5 SOFTBALL 63
7.12.0 SWIMMING AND DIVING 65
7.13.0 TENNIS 66
7.14.0 TRACK 71
7.14.6 INDOOR TRACK 74
7.15.0 GIRLS VOLLEYBALL 75
7.16.0 WRESTLING 76
8.0.0 SPECIFIC ACTIVITY RULES AND REGULATIONS 78
8.0.5 SPIRIT GROUPS 78
8.1.0 JOURNALISM 80
8.2.0 MUSIC 82
8.2.5 STATE STRING CLINIC 86
8.2.6 WYOMING STATE MARCHING BAND FESTIVAL 86
8.2.7 ALL-STATE MUSIC GROUPS 90
8.3.0 SPEECH 94
8.4.0 STATE THESPIAN TOURNAMENT 116
8.5.0 WYOMING ASSOCIATION OF STUDENT COUNCILS CONSTITUTION 130
8.6.0 WYOMING ASSOCIATION OF DECA (WyADECA) 133
8.7.0 FUTURE BUSINESS LEADERS OF AMERICA 138
8.8.0 WYOMING FFA ASSOCIATION, INC. 139
8.9.0 FAMILY CAREER COMMUNITY LEADERS OF AMERICA 145
8.9.9 ART - WYOMING SECONDARY ART EDUCATOR'S ASSOCIATION 151
8.10.0 WYOMING ASSOCIATION OF SkillsUSA 153
WYOMING SPORTS OFFICIALS ASSOCATION BOARD OF DIRECTORS ..... **Error! Bookmark not defined.**
INDEX 169

WYOMING HIGH SCHOOL ACTIVITIES ASSOCIATION

6571 EAST 2ND STREET - CASPER, WYOMING 82609
(307) 577-0614
FAX (307) 577-0637
http://www.whsaa.org

WHSAA STAFF

TREVOR WILSON
Commissioner

CHAD WHITWORTH
Associate Commissioner

BRENT ROSE
Assistant Commissioner

SCOTT MCCASH
Technology Director

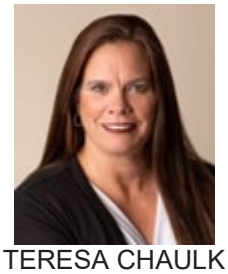
LANA GLANZ
Officials

MIKE MALONEY
Director of Officiating

DON JULIAN
Director
The 307 Coaching Academy

BOARD OF DIRECTORS

AARON ABEL
Worland
3A-Northwest



TERESA CHAULK
Lincoln County
School District #1
2A-Southwest

CLARK COBERLY
Weston County
School District #7
1A-Northeast

MATTHEW DAVIDSON
Big Horn County
School District #1
1A-Northwest

LISA DURGIN
Gillette
Wyoming School
Boards Association

MARK FRITZ
Big Horn County
School District #1
2A-Northwest

WILL GRAY
Pine Bluffs
2A-Southeast

JASON HORSLEY
Lincoln County
School District #2
1A-Southwest

DARRIN JENNINGS
Carbon County
School District #2
1A-Southeast

MADISON LACEY
State Department of
Education

CARL MANNING
Riverton
Wyoming School
Boards Association

MAX MILLS
Riverton
4A-Northwest

BUBBA O'NEILL
Evanston
4A-Southwest

DAVE PLENDL
Campbell County
4A-Northeast

JAY RHOADES
Douglas
3A-Northeast

DAMIEN SMITH
Uinta County
School District #6
3A-Southwest

RON WAGNER
Laramie
4A-Southeast

JOHN WEIGEL
Platte County
School District #1
3A-Southeast

LARRY YERADI
Wright
2A-Northeast

WHSAA BOARD OF DIRECTORS

ABEL, Aaron ..... (3A NW) ..... Worland 347-2412
(July 1, 2024 – June 30, 2027 – completing term of Serol Stauffenberg)

CHAULK, Teresa ..... (2A SW)..... Lincoln County School District #1..... 877-9095
(July 1, 2025 - June 30, 2028 – completing term of Cody Hartung)

COBERLY, Clark..... (1A NE) ..... Weston County School District #7 468-2361
(July 1, 2024– June 30, 2027 – completing term of Beau Garcia)

DAVIDSON, Matthew..... (1A NW) ..... Big Horn County School District #1 548-2254
(July 1, 2025 - June 30, 2028 – second term)

DURGIN, Lisa..... ..... Gillette 660-7601
(Representative of Wyoming School Boards Association, November 2024-November 2028)

FRITZ, Mark ..... (2A NW) ..... Big Horn County School District #3 765-4756
(July 1, 2026 – June 30, 2029 – first term)

GRAY, Will ..... (2A SE)..... Pine Bluffs 245-4013
(July 1, 2026 - June 30, 2029 – second term)

HORSLEY, Jason ..... (1A SW)..... Lincoln County School District #2..... 885-3811
(July 1, 2024 – June 30, 2027 – first term)

JENNINGS, Darrin ..... (1A SE)..... Carbon County School District #2 326-5271
(July 1, 2026 – June 30, 2029 – first term)

LACEY, Madison .... Cheyenne 777-6840
(Representative of State Department of Education)

MANNING, Carl .... Riverton 851-3440
(Representative of Wyoming School Boards Association, November 2022-November 2026)

MILLS, Max – Past-President ..... (4A NW) ..... Riverton 856-6557
(July 1, 2024 – June 30, 2027 – completing term of Reggie Miller)

O'NEILL, Bubba ..... (4A SW)..... Evanston..... 789-7571
(July 1, 2024 – June 30, 2027 – completing term of Robert Erickson)

PLENDL, Dave ..... (4A NE) ..... Gillette 687-0369
(July 1, 2025 - June 30, 2028 – first term)

RHOADES, Jay ..... (3A NE) ..... Douglas 358-4040
(July 1, 2025- June 30, 2028 – first term)

SMITH, Damien – President ..... (3A SW)..... Uinta County School District #6..... 786-4100
(July 1, 2026 - June 30, 2029 – second term)

WAGNER, Ron ..... (4A SE)..... Laramie 721-4420
(July 1, 2024 – June 30, 2027 – first term)

WEIGEL, John..... (3A SE)..... Platte County School District #1 322-3175
(July 1, 2025- June 30, 2028 – first term)

YERADI, Larry..... (2A NE) ..... Wright 464-1604
(July 1, 2026 - June 30, 2029 – second term)

WYOMING HIGH SCHOOL ACTIVITIES ASSOCIATION
6571 EAST 2ND STREET - CASPER, WYOMING 82609
(307) 577-0614
FAX (307) 577-0637

SUMMARY OF WHSAA RULE CHANGES FOR 2026-27
(Rule changes are shaded in the text of Handbook)

Rule 2.4.6 – Updated Concussion Policy

Rule 3.1.2 – Change of Classification for Football Request Addition

Rule 3.1.22 – Change of Classification for Football Request Addition

Rule 3.4.3 – Updated Ticket Prices

Rules 4.6.15 - 4.6.24 – Updated Officials Fees

Rule 7.7.30 – State Football Playoff Seeding Change for 1A – 6Man

Rule 7.7.46 – Football Playoff Dates and Times Changes

Rule 7.8.1.5 – State Golf Meet Date Change

Rule 7.8.63 – State Meet Competition Change

Rule 7.10.45 – Nordic Ski State Meet Consideration Changes

Rule 7.11.3 – Soccer Team and Participant Limitations Changes

Rule 7.11.5 – Softball Rule Change

Rule 7.11.40 – 3A Soccer Regulation Tie Change

Rule 7.12.73 – State Swimming and Diving Entry and Advancement to Finals Changes

Rule 7.12.80 – State Swimming and Diving Meet Order of Event Change

Rule 7.13.33 – Regional and State Tennis Coaching Changes

Rule 7.13.51 – State Tennis Seeding Changes

Rule 7.14.81.5 – State Indoor Track and Field Meet Qualifying Changes

Rule 7.15.35 – Volleyball Tournament Changes

Rules 9.7.0 - 9.7.9 – Updated Officials Fees

Rule 9.13.0 – Official Post Season Selection Process Changes

This is a summary of the new rules. For specific wording and interpretation of each new rule, please refer to the rule number and read entire rule in the handbook.

FROM THE NATIONAL FEDERATION OF STATE HIGH SCHOOL ASSOCIATIONS AND THE WYOMING HIGH SCHOOL ACTIVITIES ASSOCIATION

The National Federation consists of the fifty individual state high school athletic and/or activities associations and the association of the District of Columbia. Also affiliate, are ten interscholastic organizations from the Canadian Provinces of Alberta, British Columbia, Manitoba, New Brunswick, Newfoundland-Labrador, Nova Scotia, Ontario, Prince Edward Island, Quebec, and Saskatchewan as well as the Canadian School Sports Federation and the associations of the Republic of the Philippines, Okinawa, Guam, and St. Thomas. These associations have united to secure the benefits of cooperative action which eliminate unnecessary duplication of effort and which increase efficiency through the pooling and coordinating of ideas of all who are engaged in the administration of high school athletic and activities programs.

ORIGIN AND GROWTH

The national organization had its beginning at a meeting at Chicago on May 14, 1920. L.W. Smith, secretary of the Illinois High School Athletic Association, issued invitations to neighboring states and state association representatives came from Illinois, Indiana, Iowa, Michigan, and Wisconsin. The primary purpose of the meeting was to discuss problems which had resulted from high school contests which were organized by colleges and universities or by other clubs or promoters. In many cases, little attention was paid to the eligibility rules of the high school associations or to other school group regulations and chaotic conditions had developed. At this first meeting it was decided that the welfare of the high schools required a more active part in the control of such athletic activities be exercised by the high schools through the state associations, and this control necessitated the formation of a national organization. A Constitution and Bylaws were adopted and the group decided on the name "Midwest Federation of State High School Athletic Associations." In 1921, four states, Illinois, Iowa, Michigan, and Wisconsin, continued their interest and became charter members through formal ratification of the Constitution. Largely due to their efforts the national organization grew during the early years. In 1922, the Chicago annual meeting was attended by representatives from 11 states, and the name of the National Federation of State High School Athletic Associations was adopted. A number of college and university representatives who attended the meeting expressed sympathy for an interest in the efforts to introduce a high degree of order in the regulation of interscholastic contests. Since that time, the National Federation has had a healthy growth to its present nationwide membership. By 1940, a national office with a full-time executive staff became necessary and such office was established in September of that year. The Wyoming High School Activities Association has been a member of the National Federation since February 24, 1936. The legislative body is the National Council made up of one representative from each member state association. Each representative must be a state association executive officer or member of the state board of control. The executive body is the Board of Directors of at least eight members from the eight territorial sections as outlined in the Constitution. Their election is by the National Council at its summer meeting.

STATEMENT OF PHILOSOPHY

The purpose of the National Federation of State High School Associations is to coordinate the efforts of its member state associations toward the ultimate objectives of interscholastic activities. It shall provide a means for state high school associations to cooperate in order to enhance and protect their interscholastic programs. In order to accomplish this, the National Federation is guided by a philosophy consistent with the accepted purposes of secondary education. Member state associations' programs must be administered in accordance with the following basic beliefs: Interscholastic activities shall be an integral part of the total secondary school educational program which has as its purpose to provide educational experiences not otherwise provided in the curriculum, which will develop learning outcomes in the area of knowledge, skills, and emotional patterns and will contribute to the development of better citizens. Emphasis shall be upon teaching "through" activities in addition to teaching the "skills" of activities. Inter-school activities shall be primarily for the benefit of the high school students who participate directly and vicariously in them. The interscholastic activity program shall exist mainly for the value which it has for students and not for the benefit of the sponsoring institutions. The activities and contests involved shall be psychologically sound by being tailored to the physical, mental, and emotional maturity levels of the youth participating in them. Any district and/or state athletic meet competition to determine a so-called champion shall provide opportunities for schools to demonstrate and to evaluate the best taught in their programs with the best taught in other schools and in other areas of the state. Participation in interscholastic activities is a privilege to be granted to those students who meet the minimum standards of eligibility adopted cooperatively by the schools through their state associations, and those additional standards established by each school for its own students. The state high school associations and the National Federation shall be concerned with the development of those standards, policies, and regulations essential to assist their member schools in the implementation of their philosophy of interscholastic activities. Non-school activities sponsored primarily for the benefit of the participants in accordance with a philosophy compatible with the school philosophy of interscholastics may have values for youth. When they do not interfere with the academic and interscholastic programs and do not result in exploitation of youth, they shall be considered as a worthwhile supplement to inter-school activities. The National Federation headquarters building is located at 1802 Alonzo Watford Sr. Drive, P.O. Box 690, Indianapolis, IN 46206; Phone: 317-972-6900. The National Federation is the major rules writing body for interscholastic sports in the United States. Playing rules for junior high and high school competition as written, published, and printed by the National Federation have been adopted by the WHSAA in all sports except golf, tennis, and skiing.

HISTORY AND PURPOSE

Originally founded in the 1920s to regulate athletic competition, the WYOMING HIGH SCHOOL ACTIVITIES ASSOCIATION has become much more than a regulatory agency. The WHSAA has survived on the premise of providing service to all member schools while promoting, coordinating, and controlling interscholastic activities in Wyoming. The purpose of the WYOMING HIGH SCHOOL ACTIVITIES ASSOCIATION is to ensure that interscholastic activities in Wyoming are administered in a manner that is safe and fair to all. The Association is matched in every state and Canadian province by their own particular associations, all belonging to the National Federation of State High School Associations, which provide a means for State High School Associations to coordinate, to enhance, and to protect their interscholastic programs. The WHSAA is a private nonprofit association that is funded by membership dues and the gate receipts from the various culminating events in each activity. Membership is voluntary.

MISSION AND PHILOSOPHY

The mission of the WYOMING HIGH SCHOOL ACTIVITIES ASSOCIATION, both as a service and regulatory organization, is to coordinate the efforts of the member schools toward the ultimate objectives of interscholastic activities. Unification through the WHSAA provides the means for member schools to cooperate in protecting and enhancing their interscholastic programs to more effectively serve students.
The WHSAA recognizes that the academic program must have top priority in the educational process. While promoting the importance of the activities program, the Association recognizes that activities should not overshadow the emphasis placed on classroom work, but that the two should go hand-in-hand.

MEMBERSHIP

Any public or private high school accredited by the Wyoming State Department of Education or which meets requirements designated by the WHSAA Board of Directors may become member schools of the WYOMING HIGH SCHOOL ACTIVITIES ASSOCIATION, which is guided by a Board of Directors and managed by a commissioner. Elected by the vote of member schools for a three year term, the Board members represent each classification and each of four geographic administrative regions. In addition, two members elected by the Wyoming School Boards Association and a staff person from the Wyoming State Department of Education are voting members. Rules pertaining to academic standards, transfer, awards, season limitations, as well as other policies which govern WHSAA activities, are adopted by the Board of Directors, and are part of the By-Laws. Amendments to the Constitution are voted on by each member school.

SCOPE

The WHSAA fosters leadership for students through activities in fine arts, vocation education, and athletics. The activity programs of the WHSAA are available to all Wyoming high school students belonging to a member high school or affiliate member school. The programs include art, basketball, cross country, drama, football, golf, indoor track, journalism, music, skiing, soccer, softball, speech and debate, spirit groups, student council, swimming, tennis, track & field, volleyball, and wrestling. In addition, the WHSAA acts as the coordinating agency for the vocational activities DECA, FBLA, FFA, FCCLA and SkillsUSA.

The WHSAA sponsors culminating events leading to the determination of team and/or individual champions in these activities and provides trophies, medals, and certificates for the teams in these events.

VALUES

The WYOMING HIGH SCHOOL ACTIVITIES ASSOCIATION believes that interscholastic activities programs are essential to the education of youth, and therefore, are an integral part of the school curriculum. By promoting activities, the WHSAA establishes its belief that Wyoming youth gain immeasurable values from these programs and reaffirms its conviction that excellence in education can be achieved through activities. The values of high school activities and their impact upon the lives of Americans are immeasurable. The experiences and lifelong lessons provided by participation have earned interscholastic activities an integral role in the educational process. Not only do interscholastic activities benefit and directly influence participants, but they also instill pride and unifying spirit among students, fans, schools, and communities throughout the nation. The inherent values of activity programs are both realistic and vivid. Participation provides the opportunity to build strong minds and bodies, fosters a cooperative spirit and sportsmanship, creates poise and confidence and teaches discipline and the self-satisfaction of accomplishing goals.

SERVICES

Over the past years, the WHSAA has experienced an ever increasing demand from schools, students, and communities to provide them with the necessary services to meet the needs of growing activities programs and the information required to manage them effectively.

In addition to coordinating all culminating events, the Association serves as a clearing house for all activities, rules information, records, and Association information. Acting as the representative for high school activities, the WHSAA also works with other education-related agencies to ensure the place of co-curricular activities in the education spectrum.

WHSAA CULMINATING EVENT PHILOSOPHY

Culminating Event is defined as any and all district, regional, and state tournaments.

#1 PRIORITIES FOR STUDENTS:

The culminating events should feature:

- quality participants and teams from each regional.
- a positive learning experience for all involved.
- equal opportunities to qualify for the State Finals.
- the best officials available.
- the opportunity to play before a large, enthusiastic crowd.
- a safe, orderly environment.
- a carefully planned tournament format including qualifying procedures and tournaments as well as the State Finals.
- good sportsmanship on behalf of participants and spectators.
- what best suits the student/athletes for that gender, sport, and classification.
- the opportunity to play on/in quality facilities that enhance performance.

#2 PRIORITIES FOR SCHOOLS:

Schools should experience:

- a minimal loss of student-teacher contact time.
- competition against teams of similar ability and similar enrollment.
- an opportunity to showcase their best participants.

#3 PRIORITIES FOR PARENTS:

Parents should always model examples of good sportsmanship and have the opportunity for the following:

- motel rooms and dining establishments close to the tournament site.
- events scheduled to not conflict with the traditional workweek as much as possible.
- opportunity for seating in tournament.

#4 PRIORITIES FOR OTHERS:

Communities should have:

- the opportunity to host regional tournaments, based on appropriate criteria.
- the opportunity to make proposals for state culminating events through an objective proposal process.

Administrative WHSAA districts should have:

- the opportunity to set times of games as allowed within the WHSAA tournament formats.

The Wyoming High School Activities Association should have:

- the opportunity to increase the percentage of funding of the WHSAA office based on gate receipts and associated revenues realized from state events.

RECOMMENDED FACILITY SPECIFICATIONS TO HOST REGIONAL TOURNAMENTS

ACTIVITY	4A SEATING	3A SEATING	2A SEATING	1A SEATING	OTHER
VOLLEYBALL	750	750	500	350	Center court available 23' minimum overhead obstruction.
BASKETBALL	1200	1000	500 West Regional 1500	500	Court not less than 84' by 48' with all markings including coaches box. Minimum 25' ceiling.
WRESTLING	1000	750	500		Area for two mats in one gym.
TRACK	1000	750	300	200	Six/eight lane track with 42" lanes.
FOOTBALL	1500	1000	300	200	

Other specs common to all sports:

- The facility must be adequately constructed to control the entry and exit of spectators for the purpose of charging admission.
- The facility must have a minimum of two restrooms (one male and one female) for public use.
- The facility must have an electronic clock and scoreboard clearly visible to both teams areas and spectators.
- The facility must have a public address system.
- The facility must have separate dressing areas for home and visiting teams with restroom and shower facilities.
- The facility must have a separate dressing area for officials, preferably with access to restroom and shower facilities.

CONSTITUTION

PREAMBLE

Recognizing the educational value of interscholastic activities, we voluntarily agree to unite in this Association to regulate, control, and enjoy the greatest benefits to be derived from participation in them. It is not our desire to interfere in any manner, whatsoever, with the local autonomy of schools, but rather to be devoted to the elimination of excesses and abuses of over enthusiastic promotion which accompanies unrestricted interscholastic activities, and we are resolved to foster desirable outcomes through the Constitution, rules, and interpretation of the rules of this Association.

ARTICLE I - NAME

The name of this organization shall be the Wyoming High School Activities Association.

ARTICLE II - PURPOSE

The general purpose of this organization shall be to supervise and conduct approved activities of the Association.

ARTICLE III - MEMBERSHIP

Any high school, public or private, in the state of Wyoming may become a member of this Association upon meeting the requirements of membership as set forth in the rules.

ARTICLE IV - ADMINISTRATION DISTRICTS

For the purposes of administration only, the state shall be divided into four administrative districts as follows:

DISTRICT NO. I: Lincoln, Uinta, Sweetwater, Carbon, Teton, and Sublette Counties.

DISTRICT NO. 2: Albany, Laramie, Platte, Goshen, Converse, and Niobrara Counties.

DISTRICT NO. 3: Fremont, Park, Big Horn, Washakie, and Hot Springs Counties.

DISTRICT NO. 4: Sheridan, Johnson, Campbell, Weston, Crook, and Natrona Counties.

ARTICLE V - ADMINISTRATION

There shall be established a Board of Directors of nineteen members. There shall be one Class 1A, one Class 2A, one Class 3A, and one Class 4A representative from each Administrative District and they shall be elected for three year terms in a manner to be established by the Board of Directors in the rules of the Association.

Also serving on the Board of Directors, with full voting rights, will be two members of the Wyoming School Boards Association elected by its membership and one professional staff member of the State Department of Education appointed by the State Superintendent of Public Instruction.

ARTICLE VI - DUTIES OF THE BOARD OF DIRECTORS

The duties of the Board of Directors shall be as follows:

1. To exercise general supervision of the activities of the Association and to convene when necessary to conduct the affairs of the Association.
2. To supervise and control the fiscal affairs of the Association.
3. To interpret the rules of the Association.
4. To enforce the rules of the Association.
5. To employ a Commissioner and other personnel to conduct the activities of the Association and to act in periods of time when the Board of Directors is not in session.
6. To hold at least four regular meetings each year.
7. To establish classifications, assign districts, regions, and assign member schools therein and direct the culminating events at regional and state levels.

ARTICLE VII - VIOLATIONS

The Board of Directors shall, through their Commissioner, investigate violations of the constitution and rules of the Association.

The Commissioner shall have the authority to take disciplinary action against offending member schools of the Association. Any disciplinary action taken shall be reviewed by the Board of Directors.

Disciplinary action in the form of suspension or expulsion shall be limited to not more than one calendar year.

ARTICLE VIII - MEMBERSHIP MEETING

The Board of Directors may call a meeting of all member schools of the Association and shall notify each school in writing of the meeting.

The membership meeting will be held with no less than two-thirds majority present. Each member school shall be entitled to one vote to be cast by each school's official representative who must be a certificated school administrator.

The President shall rule out of order any motion that would deprive a representative of his/her vote.

ARTICLE IX - AMENDMENTS

Proposed amendments to the constitution of this Association shall be submitted from administrative districts in writing to the office of the Commissioner not less than sixty days prior to a meeting of the Board of Directors. Member schools shall be notified by the Commissioner of all proposed amendments not less than thirty days before the Board of Directors meeting. Any proposed amendments shall be submitted to the Board of Directors meeting. If a two-thirds majority of the Board of Directors vote in-favor, the amendment shall be submitted to the entire membership for a mail referendum vote. An affirmative vote of two-thirds of the member schools who voted within twenty days shall be required for ratification.

ARTICLE X - RULES

Rules for the conduct of the activities of the Association shall be established and shall conform to the articles of the constitution and may be adopted, revised, or repealed in the following manner:

1. By a majority vote of the members present and voting at a scheduled meeting of the Board of Directors.
2. At the request of two or more administrative districts, a vote will be taken of all member schools to change a rule of the WHSAA. If a majority of the schools voting within twenty days vote to change a rule, it shall be done and will become effective July 1, next.

ARTICLE XI - ELIGIBILITY

There shall be established rules of eligibility for all student participants in the activities of the Association.

ARTICLE XII - HEARINGS

1. Aggrieved Parties May Appeal Decision
If a participant, parent, contest official, coach, or member school is dissatisfied with a decision of the Board of Directors or the Commissioners' interpretation of a provision or provisions of the Constitution, Bylaws, or rules and regulations of the Association and such individual or school is an aggrieved and affected party, such a party may within 15 days of the receipt of the decision, submit in writing by certified mail or email, return receipt requested, a notice of appeal of the decision and a request for a formal hearing.

2. Investigation
The Commissioner or his staff, or such representative of the Association designated by the Board of Directors shall investigate all matters upon which the appeal is based. Investigations shall be performed so as to bring the matter to hearing, unless for cause otherwise shown, no later than the next regularly scheduled meeting of the Board.

3. Notice
After completion of the investigation, the Commissioner shall notify the appealing party, by certified mail, return receipt requested, of the time and place set for a hearing on the appeal. The notice shall be given at least seven days in advance of the time set for the hearing. The hearing shall be conducted in conjunction with a regularly scheduled meeting of the Board. However the matter may be heard at a special meeting of the Board in the event that the appealing party agrees to pay all the costs incidental to such a special meeting. Prepayment in the form of a cashier's check or cash for the minimum of 50% of the estimated cost is required.

4. Attendance at the Hearing
Representatives of member schools, contest officials, students, parents, and coaches who are appealing parties are entitled to attend hearings. In the instance of a student submitting the appeal, such student may be represented by the member school that the student attends. Any person entitled to be in attendance at such hearing may represent themselves. Such persons are also entitled to be represented by counsel, provided that they notify all other parties involved in the appeal of the name, address, and telephone number of such counsel at least three days in advance of the hearing.

5. Board of Directors to Hear Appeals
The Board of Directors of the Association shall hear all appeals brought under the provisions of these rules. The President of the Board of Directors may appoint a Hearing Officer to preside over the hearing or he may act as the Hearing Officer himself. The Hearing Officer may, at the beginning of the hearing, ask for statements clarifying the issues involved or upon which factual matters the appealing party will stipulate and agree to.

The Commissioner shall make available written copies of his/her investigation and may give testimony relative thereto. The appealing party shall present its defense and proofs. The parties may offer such evidence, including the testimony of witnesses, as they desire and which is relative to the proceedings. All testimony shall be given under oath. The Hearing Officer will have the authority to administer the oaths. Each party shall have the right to cross examine witnesses of the adverse party. All parties shall be afforded the opportunity to examine all documents introduced. Upon request of any party, the proceedings of the hearing may be reported stenographically or by any other appropriate means as determined by the Hearing Officer. The party requesting that the proceedings be reported, shall pay the cost thereof and shall also pay for the cost of transcription.

6. Closing of Hearing
The Hearing Officer shall specifically inquire of all parties whether they have further evidence. Upon receiving negative replies, the Hearing Officer shall declare the hearing closed.

7. Hearing in Absence of a Member
The hearing may proceed in the absence of any party, who after it is shown has received due notice thereof, fails to be present or fails to request an adjournment. Adjournments may be requested of the Hearing Officer upon the request of a party or upon

the initiative of the Hearing Officer. However, a decision shall not be made solely upon the default of a party, but shall be based upon the evidence in the matter before the Board.

8. Decision of Board
The decision of the Board of Directors shall be made within seven days of the closing of the hearing. The decision shall be in writing, signed by the Commissioner, and shall state the findings and conclusions of the Board. It shall be mailed to the appealing party by certified mail, return receipt requested.

ARTICLE XIII - REPRESENTATION

Each member school shall appoint an official representative who is certificated and active as a school administrator to act as their agent in the affairs of the Association. All communications between the Association and the member schools shall be directed to the agent so appointed and/or to the Commissioner of the Association. It is further provided that whenever any communication in regard to a disciplinary action is directed to said agent, a copy also shall be directed to the Clerk of the Board of Trustees of the agent's school district.

MEMBERSHIP

1. All high schools in the state now holding membership in the Association are automatically members upon submission of the application form and payment of dues.

2. All member schools will pay dues by September 1. Schools that fail to submit dues by October 1 will forfeit all contests to that date and will be excluded from participation in culminating events until dues are remitted.

3. Schools which are not members and wish to apply for membership must be accredited by the State Department of Education. Private schools that request membership in the Association must meet accreditation requirements as designated by the Board of Directors.

4. To obtain membership in the Association, an accredited school must submit the appropriate application and resolution to the Board of Directors.

5. Application must be filed for each school year.

6. Pay dues on the following schedule (grades nine through twelve):

   Group 1 Class 4A $1100
   Group 2 Class 3A $1100
   Group 3 Class 2A $1100
   Group 4 Class 1A $1100

   In addition, a $60 base fee per activity will be assessed. Schools that participate in activities that lose money will be assessed an additional fee in the succeeding fall. A member school which does not re-enroll in an activity that experiences a financial shortfall during the year that it is enrolled, shall be assessed the amount of the shortfall for the subsequent year only. The Board will review these fees yearly at their April meeting for possible revision. Dues and/or fees per activity may be adjusted by the Board of Directors based on the needs of the WHSAA.

7. If a member high school or affiliate member school does not offer a sport or activity it may apply for a combination school agreement with a member high school that offers that sport. If such an agreement can be worked out, the visiting school's enrollment figure of all eligible students of the gender of the sport concerned shall be added to the host school's spring enrollment figure to determine classification. Administrators of both schools must agree to such participation. Only the host school will be assessed the fee for participation when combining school's activities.

8. The Board of Directors may levy special assessments as deemed necessary to finance and conduct activities of the Association, but shall not exceed 20 per cent of annual dues.

9. The Board of Directors will act upon all applications at its next regular meeting after the applications and dues have been received in the office of the Association and will notify the applicant school of acceptance or rejection by return mail. In case of rejection, the school so rejected shall be notified of the reason within ten days. If membership is rejected, the school is entitled to a hearing.

10. The Association will maintain a list of approved schools. This list should be made and sent out to the concerned schools from time to time.

11. Member schools may not participate in any activity with non-member schools except with written permission of the Commissioner.

12. Permission to participate with out-of-state schools shall be approved only if the host out-of-state school is a member in good standing of its state association.

1.00 ADMINISTRATION

1.1.0 BOARD OF DIRECTORS

1.1.1 For the purposes of electing Board of Directors, the schools in the several administrative districts shall be divided into four groups, determined by enrollment:
Group 4A will be those schools with 700 or more students, grades nine through twelve.
Group 3A will be those schools with 201 – 699 students, grades nine through twelve.
Group 2A will be those schools with 110 – 209 students, grades nine through twelve.
Group 1A will be those schools with 109 or fewer students, grades nine through twelve.

1.1.2 A member of the Board of Directors must be either a certificated administrator or a Certified Athletic Administrator (CAA) designated by the National Interscholastic Athletic Administrators Association and acting as a secondary school or district administrator in his or her school district.

1.1.3 The term of office of members of the Board of Directors shall be for three years. Board members may serve no more than two consecutive three year terms.

1.1.4 New members shall be elected according to the following schedule and every three years thereafter.

SW District	1A	2027
	2A	2028
	3A	2026
	4A	2027
SE District	1A	2026
	2A	2026
	3A	2028
	4A	2027
NW District	1A	2028
	2A	2026
	3A	2027
	4A	2027
NE District	1A	2027
	2A	2026
	3A	2028
	4A	2028

1.1.5 Also serving on the Board of Directors, with full voting rights, will be two members of the Wyoming School Boards Association elected by its membership and one professional staff member of the State Department of Education appointed by the State Superintendent of Public Instruction.

1.1.6 A President and a President-elect shall be elected by the Board of Directors from its membership for a one year term. No member shall serve as President for more than two consecutive terms.

1.1.7 A vacancy existing during the year in any office except that of the presidency shall be filled by appointment by the President until the next regular meeting of the District Administrators' Association. The District shall then elect a representative for the balance of the term. In case of a vacancy for the presidency, the President-elect shall act as President for the unexpired term.

1.1.8 Representatives not able to attend a Board meeting shall notify their District President. The District President shall appoint a representative for that meeting.

1.2.0 DUTIES OF THE BOARD OF DIRECTORS

1.2.1 Regular meetings of the Board of Directors shall be scheduled by the Board of Directors in February, April, September, and November of each year.

1.2.2 The President of the Board of Directors may call special meetings when he/she deems it necessary.

1.2.3 In preparing the agenda, the President and/or Commissioner may include appropriate items. The WHSAA Board of Directors agenda items must be presented in writing through the administrative districts. All proposals must meet the following deadlines in order to be discussed at the four district meetings: September 1st for the first district meetings, October 1st for the second district meetings, January 1st for the third district meetings, and March 1st for the fourth district meetings. If proposals are presented after the above deadlines, the proposal will not be considered for first reading until the following round of district meetings.

The Board of Directors may add items which were not previously published on the agenda at the time of the meeting provided it is done by two-thirds vote of the Board.

1.2.4 Member schools will file, with the Commissioner, all reports as directed by the Board of Directors.

1.2.5 Financial statements will be mailed to each member school once each year or prior to the time a special assessment might be made.

1.2.6 The books of the WHSAA will be maintained by office staff and a financial review will be conducted annually by a certified public accountant. The financial review will be submitted to the Board of Directors no later than the November meeting. Reports will be made each quarter to the Board of Directors.

1.3.0 COMMISSIONER'S RESPONSIBILITY ON DISCIPLINARY ACTION

1.3.1 The Commissioner of the WHSAA has the authority to take suitable disciplinary action against member schools. Such action shall be subject to review by the Board of Directors at its next regular or special meeting.

1.3.2 A special meeting of the Board to consider disciplinary action will be called at the request of a member school providing this request is made by official action of the local school board and the member school agrees to reimburse the WHSAA for the expense of the meeting.

1.3.3 PROCEDURE FOR ADDRESSING VIOLATIONS

1.3.4 The Board of Directors, through its Commissioner, will investigate all alleged violations of the rules or constitution when:

1. The Board members or its Commissioner have either personally or through written documentation gained knowledge of a violation.
2. The Board of Directors or the Commissioner has received a written protest by a member school.

1.3.5 The Commissioner shall have the authority to take disciplinary action against offending member schools of the WHSAA. Any disciplinary action taken shall be reviewed by the Board of Directors.

1.3.6 Disciplinary action in the form of warning, probation, or suspension shall be limited to not more than one calendar year.

1.3.7 Review procedure to be followed.

1. By the WHSAA:
   a. The Commissioner shall obtain written statements from any available witnesses.
   b. Said statements will be studied by the Commissioner and reported to the Board of Directors.
   c. If, in the opinion of the Board of Directors, further investigation is necessary, the Commissioner or the Board of Directors may meet with the agent or the Board of Trustees of the offending school.
   d. If further disciplinary action of any type is deemed necessary, the Board of Directors or Commissioner will take such action and communicate it to the offending schools, administrators, and the President and Clerk of the School Board of the offending school.
2. By member schools:
   a. File the complaint with the Commissioner.
   b. If the initial complaint is not filed in writing, then it must be filed in writing within seven days of the initial complaint.
   c. Furnish affidavits if deemed necessary by the Commissioner or Board of Directors.
   d. Attend the hearing if deemed necessary by the Commissioner or Board of Directors.

1.4.0 DISCIPLINARY ACTION

1.4.1 Late Assessment Fee For Failure to File Proper Form Prior to Participation
If the Record of Transfer or Foreign Exchange Student form is not posted or is posted by the member school following the participation of a student who is eligible under all WHSAA eligibility requirements.

In addition, if the Record of Transfer or Foreign Exchange Student form is not posted or is posted by the member school following the participation of a student who is ineligible under any WHSAA eligibility requirement. The member school shall forfeit any contests in which that student participates in accordance with WHSAA Rule 5.0.7.

1.4.2 Forfeiture
Forfeiture is an official action taken when a school plays an ineligible participant, exceeds the contest level of a participant, or exceeds the maximum contest limit for a squad. A school may also be required to forfeit a contest for other actions not covered through other disciplinary action.

1.4.3 Warning
A warning is official notice that an inexcusable, unethical, or unsportsmanlike action is a matter of record and that such an action must not occur again.

1.4.4 Probation
This is a more severe type of warning. A school on probation may be restricted from participating in any district, regional or state level activity or an individual organization of the school may be so restricted for a designated period of time. This also implies that a repeat offense would mean automatic suspension.

1.4.5 Suspension
Any school suspended from the WHSAA may not participate against any member school of the WHSAA nor against any member school of any state association which is affiliated with the National Federation of State High School Associations during the period of suspension. No school may be suspended from the WHSAA for more than one calendar year. Following notification to the school board and the administration of the offending school, the WHSAA may publicize disciplinary action taken against member schools.

1.5.0 WHSAA Hearing Procedure

1. The proceedings for an appeal as outlined in Article XII of the Wyoming High School Activities Association Constitution shall be conducted in the following manner:

a. Introduction of Board Members, appealing party, WHSAA staff, etc. Handout of any written materials with time for Board and appealing party to review by reading.

b. Opening statements shall be allowed from the Wyoming High School Activities Association and followed by the Appealing Party. The opening statements shall include identification of any witnesses to be called.

c. The Hearing Officer shall have the authority to administer the oaths and shall swear in all witnesses presenting evidence at the hearing.

d. The Commissioner and/or the designated representative of the Wyoming High School Activities Association shall present the information gathered and coordinated by the Commissioner regarding the investigation of the matters concerning the appeal. A written copy of the investigation shall be submitted to all parties and the Board of Directors for their consideration and review.

e. The appealing parties shall have the opportunity to cross-examine any witnesses or testimony received by the Commissioner and/or other witnesses presented through his investigation.

f. The appealing parties shall then present its arguments, witnesses and evidence regarding the matters on appeal.

g. The Wyoming High School Activities Association Board of Directors and/or its counsel shall have the right to cross-examine any witnesses that testify upon behalf of the appealing parties.

h. The Hearing Officer shall specifically inquire of all the parties whether they have further evidence. Upon receiving negative replies, the Hearing Officer shall call for closing statements.

i. The Wyoming High School Activities Association, through its attorney, shall present its closing statements to its Board of Directors.

j. The appealing parties shall make their closing statements to the Board of Directors of the Wyoming High School Activities Association.

k. Upon hearing the closing statements of each party, the Hearing Officer shall declare the hearing closed and the Board of Directors shall retire to make its decision in closed chambers.

2. The decision of the Board of Directors shall be in writing, signed by the Commissioner and shall state the findings and conclusions of the Board of Directors. It shall be mailed to the appealing parties by certified mail, return receipt requested.

3. The Hearing Officer and Board of Directors of the Wyoming High School Activities Association shall be allowed to ask questions of any of the parties, witnesses or other persons appearing in the formal hearing.

4. As provided by Article XII of the Wyoming High School Activities Association Constitution, the President of the Board of Directors may act as Hearing Officer for the formal hearing or may appoint an independent party to act as the Hearing Officer. The duties of the Hearing Officer shall be to conduct the hearing as outlined in Section 1 of this Procedure Statement and it is understood and agreed that the Hearing Officer appointed for this hearing shall not cast a vote in the decision made by the Board of Directors with regard to findings of fact and conclusions from the hearing.

5. The attorney for the Wyoming High School Activities Association, shall draft the findings and conclusions on behalf of the Board of Directors.

2.00 ASSOCIATION PROGRAMS AND POLICIES

2.2.0 CATASTROPHIC INSURANCE

The WHSAA will make a catastrophic insurance program available to member schools in which each member school must enroll all students in grades five (5) through twelve (12) that participate in an activity sanctioned by the WHSAA.

2.3.0 WHSAA BOARD OF DIRECTORS POLICIES AND PROCEDURES

2.3.1 WHSAA BOARD OF DIRECTORS PROCEDURE FOR ADOPTING, REVISING, OR REPEALING A RULE

1. First Reading
The appropriate committee will present all first reading items to the Board with a recommendation. Reaction to the proposal is heard and the question may be called. An amendment to an original motion may be considered and acted upon. All first reading items that pass by a majority vote will be taken back to the member schools to solicit further input.

2. Second Reading
The appropriate committee will present all second reading items to the Board with a recommendation. Reaction to the proposal is heard and the question may be called. An amendment to an original motion may be considered and acted upon without further readings being required. However, if additional information is needed, the proposal may be tabled.

3. The Board of Directors may suspend rules on first reading with a motion to suspend and a 2/3 affirmative vote for handbook editorial changes and items needing immediate attention.

2.3.2 WHSAA BOARD OF DIRECTORS MEETING SCHEDULE

Unless by a favorable two-thirds vote of the majority of WHSAA Board members present at a meeting of the WHSAA Board, WHSAA Rules, Regulations, and or policies may be introduced for first reading at the September or November Board meetings. Business designated for Board meetings shall be as follows

FIRST MEETING OF THE YEAR (SEPTEMBER/OCTOBER)

1. Introduction to new year
2. Goal setting
3. Appointments to committees
4. First reading of proposed changes
5. Second reading of proposed changes
6. Second Reading Reclassification Proposal (At appropriate meeting during reclassification cycle)

SECOND MEETING OF THE YEAR (OCTOBER/NOVEMBER)

1. First reading of proposed changes
2. Second Reading of proposed changes
3. Approval of yearly audit

THIRD MEETING OF THE YEAR (FEBRUARY)

1. First reading of proposed changes
2. Second reading of proposed changes
3. Approval of State Culminating Event Proposals
4. Approval of the next school year's calendar

FOURTH MEETING OF THE YEAR (APRIL)

1. First reading of proposed changes
2. Second reading of proposed changes
3. Evaluation and renewal of Commissioner's contract
4. Approval of budget
5. Ball, award, photography and t-shirt bids when appropriate
6. First Reading Reclassification Proposal (At appropriate meeting during reclassification cycle)

2.3.3 POLICY FOR EXECUTIVE DECISION-MAKING PROCESS WHEN WHSAA RULES AND REGULATIONS DO NOT ADDRESS A SPECIFIC ITEM

When the Commissioner determines that a specific situation or case does not fall within the parameter of WHSAA rules and regulations, he/ she may request the advice of the Executive Council.

In the absence of the Commissioner or when the Commissioner determines, the Executive Council may serve as a rule interpreting or goal setting body for the WHSAA.

The WHSAA Executive Council shall consist of at least five individuals and will include the following members:

1. The WHSAA President
2. The WHSAA President-elect
3. The WHSAA immediate Past-President
4. The chairperson of all WHSAA committees
5. If a particular group is not represented in the aforementioned categories, the following members shall be appointed by the President
   a. One member from each classification
   b. One member from each of the four administrative districts.

2.3.4 RECOGNITION OF SERVICE

The Wyoming High School Activities Association recognizes three levels of service.

Level 1: The Wyoming High School Activities Association Meritorious Service Award is the Association's highest award and is presented by the Board of Directors for extraordinary contributions to Wyoming high school activities. The recipient will also receive the WHSAA "Gold Pass:'

Level 2: The second level of service recognized by the WHSAA is the "Gold Pass" which is awarded to any retiring school person who has provided outstanding service to a member school. The "Gold Pass", which is a lifetime pass, admits the holder free of charge to any activity held in any member school's facility, including tournaments. All those individuals earning selection to the Wyoming Coaches Association Hall of Fame receive this award.
The individual must be nominated by a Board member or the Commissioner to receive the "Gold Pass." Each nomination must be accompanied by a resume of the services rendered by the nominated person. Each member of the Board of Directors will also receive this pass.

Level 3: The third level of service recognized by the WHSAA is the "Gold Certificate" This certificate is a gesture of appreciation by the Association to any person who has made a significant contribution to the WHSAA.
A nomination for this award must be made by a Board of Director's member or the Commissioner.
This nomination must be in writing and must receive a favorable vote by the Board members. Presentation of this award may be through the mail.

2.4.0 CONTAGIOUS DISEASE POLICY

In order to address concerns about the spread of contagious diseases, (AIDS, hepatitis, etc.) the WHSAA Board of Directors has adopted the following policy:

2.4.1 Before competing in a practice or contest, a student/athlete must cover any open wound on his/her body. This will reduce the risk of transmission of a blood-borne pathogen from his/her open wound to the open wound or mucous membrane of another person or vice versa.

If the bleeding resumes, the practice or contest must be stopped again and any potentially contaminated surfaces cleaned. It is up to the discretion of the official in charge of the competition (i.e. referee in football and basketball, etc.) as to how many times the competition should be stopped due to a student/athlete's bleeding before that student/athlete is disqualified from further participation in that contest.

Whenever a participant suffers a laceration or wound where oozing or bleeding occurs, the practice or game should be stopped at the earliest possible time, and the player should be escorted from the area for the appropriate treatment. The student/athlete should not return to the game/practice until bleeding has been arrested and the open wound properly covered.

2.4.2 The referee should stop the contest as prescribed by National Federation rules if it is necessary to clean blood-spill and/or provide first aid. The referee must NOT clean up the blood spill.

If the contestant must change uniforms, he/she will be allowed to do so without penalty as provided by National Federation rules for that sport.

2.4.3 Whenever possible, the individual should give themselves first aid to avoid getting blood into another's mouth, eyes, or open sore. If such exposure occurs, rinse exposed body area thoroughly with water.

1. If the individual has any breaks in the skin, use an antibacterial to cleanse the wound and cover it with a dressing.
2. If the participant's uniform is soaked with blood, the uniform should be changed.

2.4.4 The host school is responsible for cleaning the area in the following manner:

1. A solution made from 1 - 10 dilution of household bleach or similar commercial product should be used.
2. While wearing rubber gloves, personnel should wipe the area clean with towels and then dispose of the towels into a plastic bag.
3. While wearing rubber gloves, personnel should then scrub the area with a solution of disinfectant. Rubber gloves should be disposed into a plastic bag. The user should then wash his/her hands immediately.
4. The referee should then restart the contest as prescribed by the National Federation Rules.

2.4.5 UNCONSCIOUS ATHLETE

Any student who loses consciousness during an event will not be allowed to participate for the remainder of that day. In order to return to practice or play in the future, the student must be cleared by an appropriate health care professional.

2.4.6 CONCUSSIONS

1. **Enhanced Education and Training:** Implement mandatory annual concussion education for all coaches, athletes, and parents. This training should include the latest research on concussion symptoms, management, and prevention strategies.
2. **Immediate Removal and No Same-Day Return to Play:** Should any student athlete exhibit signs, symptoms or behaviors associated with a concussion, he/she shall be removed from play and prohibited from returning to the same game or practice session. Return to play is allowed if a licensed medical professional on site determines the student athlete does not have a concussion. If no licensed medical professional is on site, the student athlete shall not return to play until evaluated by one.
3. **Return-to-Learn Protocol:** Introduce a return-to-learn protocol to support the academic recovery of student-athletes, ensuring they are cognitively ready to resume schoolwork before returning to full academic loads. Student athlete should be at full academic load prior to full return to play.
4. **Comprehensive Return-to-Play Protocol:** Develop a detailed, step-by-step return-to-play protocol that aligns with best practices and is monitored by healthcare professionals or an individual on the concussion oversight team, and/or a coach. This protocol should include gradual reintegration into physical activities and should coincide with the Return-To-Learn as well.
5. **Medical Clearance:** Require written clearance from a licensed healthcare professional ideally with specific training in concussion management before allowing the student-athlete to return to play.
6. **Concussion Oversight Teams:** Establish school-specific concussion oversight teams responsible for implementing and monitoring concussion policies and protocols. This could include the school nurse, athletic director, principal, school counselor, 504 coordinator, teacher, and the athletic trainer.
7. In order to return to full, unrestricted sports participation, the injured student-athlete must:
   - Attend school full time
   - No longer require any academic adjustments related to return-to-learn protocols
   - No long experience any concussion symptoms
   - Compete the return-to-play protocol without return of symptoms
   - Provide written clearance from a licensed healthcare professional

Each School District should determine which appropriate health care professionals will be allowed to clear students to return to play (RTP)

2.4.7 EMERGENCY ACTION PLANS

Emergency action plans are required for all practice and competition venues/locations. Plans are required to be shared with all pertinent school personnel, including, but not limited to students, coaches, athletic trainers, school nurses and administrators in case of an emergency.

2.5.0 EQUITY IN WHSAA OFFERINGS

The Wyoming High School Activities Association fully supports equal opportunity for the youth of Wyoming.

2.6.0 TEAMS/INDIVIDUALS UNABLE TO ARRIVE FOR SCHEDULED COMPETITION AT A CULMINATING EVENT

The WHSAA believes that all teams/individuals that earn the right to participate in culminating events should have those rights protected as much as possible.

A culminating event shall be defined as the event(s) of post-season competition, inclusive of regional and state competition.

It shall be the responsibility of the competing school(s) to notify the WHSAA office or the event manager if the school is having difficulty traveling to the event site and may not arrive in time for the scheduled event(s). Notification shall be made as soon as possible after it becomes evident that the team/individual is having difficulty.

School personnel have the responsibility of making alternative travel plans to tournament sites based upon weather forecasts and any other pertinent information. As a common factor, input and recommendations are to be sought from the Highway Patrol and/or the Department of Transportation.

Specific circumstances not covered by this policy are left to the discretion of the Commissioner of the WHSAA and/or the WHSAA Executive Council.

1. If a team/individual is unable to arrive at a culminating event site for their scheduled competition due to circumstances beyond their control, that team/individual will be allowed to participate in their scheduled event provided they arrive at the event site and are able to compete on the day of their scheduled event. The WHSAA Commissioner, in cooperation with the event manager, shall adjust the schedule of the event for the purpose of allowing maximum participation for all qualified schools.

   If the team/individual is unable to arrive to compete on the day of its event, a forfeit is recorded and that team/individual shall move into the consolation bracket or be dropped from competition, whichever is applicable to the particular event.

2. When the number of teams/individuals unable to reach the event site for their scheduled event exceeds 25% of those participating, the event manager, the WHSAA Commissioner, shall consider postponement or cancellation of all or part of the day's activities. An alternative schedule shall be determined by the events manager after consultation with the WHSAA Commissioner and a representative of the participating schools.

3. Should the need arise for the schedule of a culminating event to be altered, the WHSAA rule regarding the ban on Sunday activities may be waived. However, such action should be taken only as a last resort.

4. For the purpose of this policy, the TOTAL number of schools/teams scheduled to attend the event shall be the number used from which to obtain the percentage of those needed, regardless of the number of classifications scheduled to attend the event.

5. For the purpose of this policy, when the percentage used results in a number that is not a whole number, the number shall be rounded up to the next whole number. For example, if a tournament is being held for 30 teams, 25% of the total would be 7.5 which would be rounded up to 8.

6. In football, should one team be unable to arrive at a culminating site due to circumstances beyond its control, the contest shall be rescheduled to allow maximum participation for all qualified schools.

2.6.1 OUTDOOR EVENT PLAYING CONDITIONS

The WHSAA believes that the safety of participants is of the utmost importance and at the same time realizes that many times teams/individuals participating in outdoor events, particularly football playoffs, have traveled a great distance. Therefore, site managers must take these concerns into consideration while determining if a playoff contest shall be held if weather conditions are poor.

The site manager shall consider the temperature, the wind and its effect on the temperature, and the condition of the playing surface. The site manager shall also receive input from individuals representing both competing schools and the WHSAA Commissioner.

2.6.2 POLITICAL DISPLAYS AND/OR SOLICITATION

The WHSAA shall not allow any political displays and/or solicitation at the site of its regional or state events. In addition, all commercial displays and/or solicitation shall be prohibited unless prior approval has been granted through an agreement with the host school and/or the WHSAA.

2.6.3 BANDS AT CULMINATING EVENTS CRITERIA

1. The tournament manager will determine the availability of space, and if space is available, will assign seating for bands.
2. A school's band will be admitted free only for those sessions during which its team is playing.
3. The band director accompanies and vouches for each member
4. Music may not be played during live ball.
5. Drums may be used only to accompany a musical selection.

6. If two bands are attending, bands will alternate selections or play the same selection together.
7. The home team's band will play the National Anthem if a singer is not assigned.
8. Bands are limited in size to 45 participants or less.

2.6.4 WHSAA AFFILIATE MEMBER PARTICIPATION PROGRAM

The WHSAA recognizes two types of affiliate members. Those students that are home schooled and those students that attend a State Department of Education accredited virtual school in which their home district has chosen not to sign a memorandum of understanding (MOU).

Home School Definition
Home school is a program of educational instruction provided to a child by the child's parent or legal guardian or by a person designated by the parent or legal guardian. An instructional program provided to more than one (1) family unit does not constitute a home school.

These home school Affiliate Members:
1. Must apply for Affiliate WHSAA Membership each year before the first practice of the appropriate fall, winter or spring season.
2. Have no voting powers within the WHSAA.
3. Must pay the enrollment fee each school year as outlined below:
   a. One hundred dollar affiliate membership fee per home school.
   b. The Catastrophic Insurance Fee
   c. The assessed WHSAA activity fee for each activity in which the Affiliate Member wishes to participate. (The fee is not charged to Affiliate Member Home Schools that enter into a combination school agreement as the visiting school.)
   d. If the Affiliate Member enters into a combination school agreement as the visiting school, the host school becomes the student's school of choice for all sports and activities offered by the host school. If there is a change from the original agreement to an agreement with a different host school, all transfer rules will apply.

4. Must satisfy the statutory requirements of the State of Wyoming as specified for home school educational programs while an Affiliate Member of the WHSAA.

Virtual School Definition
Those students in which their home district has chosen not to sign a memorandum of understanding (MOU) with a State Department of Education accredited virtual school will be eligible to apply as an Affiliate Member.

These virtual school Affiliate Members:
1. Must apply for Affiliate WHSAA Membership each year before the first practice of the appropriate fall, winter or spring season.
2. Have no voting powers within the WHSAA.
3. Must pay the enrollment fee each school year as outlined below:
   a. One hundred dollar affiliate membership fee per virtual school family.
   b. The Catastrophic Insurance Fee
   c. The assessed WHSAA activity fee for each activity in which the Affiliate Member wishes to participate. (The fee is not charged to Affiliate Member Virtual Schools that enter into a combination school agreement as the visiting school.)
   d. If the Affiliate Member enters into a combination school agreement as the visiting school, the host school becomes the student's school of choice for all sports and activities offered by the host school. If there is a change from the original agreement to an agreement with a different host school, all transfer rules will apply.

WHSAA Rules and Regulations
Affiliate Member schools must abide by the WHSAA Constitution, and all bylaws, rules and regulations of the association.

The Affiliate Member's schools student must meet the guidelines for activity participation required for all other students as defined in the current WHSAA Handbook.

2.6.5 WHSAA REIMBURSEMENT POLICY

The WHSAA realizes the financial impact that providing quality activity programs has upon local districts' budgets and makes this opportunity available to help districts continue in their efforts to provide the best learning environment possible for Wyoming students.
Reimbursement is available for sanctioned school sponsored student activity group travel to WHSAA State Tournaments and Events according to the following schedule.

Over 300 miles one way = $100.00
Over 380 miles one way = $150.00
Over 420 miles one way = $200.00

Mileage is determined by the distances as recorded by the Wyoming State map of the Wyoming State Highway Commission.
Member schools must submit the WHSAA Reimbursement Form within thirty (30) days of the State Culminating Event in order to qualify.

2.6.6 Lightning Policy Recommendation

A chain of command and designated decision-maker should be established for each organized practice and competition. It is recommended to assign staff member(s) to watch the weather. This could be administration, athletic trainer, and/or coach, etc. The

person(s) identified shall actively watch/monitor the weather and must be able to see 360 degrees around without any obstructions as lightning can strike up to 10 miles from the location of the main storm

Establishing a Lightning Safety Plan

A thorough, documented lightning safety plan is the most effective way for high schools to prevent lightning related casualties or injuries in their activity programs. The information in the plan must be disseminated to the correct, qualified personnel and practiced on a routine basis.

It is important to formulate and implement a proactive, comprehensive lightning emergency plan that should include:

- Advance Planning
- A systematic approach for monitoring local weather conditions
- Education of staff to recognize signs of nearby lightning activity
- Criteria for suspension and resumption of play
- Evacuation plan including nearby safe shelters
- Periodic review and practice of the plan by appropriate high school personnel

Criteria for Suspension and Resumption of Activity

A distance of ten miles, which should provide ample opportunity to remove any athletes from the outdoor playing field, area and indoor/outdoor swimming pools, and get them into a fully enclosed building with wiring & plumbing. The plumbing and electricity within a building act as a conductor to direct the electricity away from the building and use of these should be avoided during an electrical storm. For the same reason the use of an indoor pool should be avoided, unless proven otherwise by the engineer of the pool. If building is not available then a fully enclosed vehicle or bus would be recommended. Unsafe locations also include tents, dugouts, screened porches, storage sheds, gazebos, press boxes, and open garages.

After suspension, the plan should include strict, documented criteria for the resumption of activities. It is recommended to wait 30 minutes after the last flash of lightning is witnessed or thunder is heard, or once lightning has been more than 10 miles away for 30 minutes. Any subsequent lightning or thunder after the beginning of the 30 minute count should restart the clock and another count should begin.

Lightning detection equipment is available on the market and could be included and used as a supplement in a lightning policy.

Recommended reliable means of monitoring the weather:

- www.weather.gov
- Internet link to the NWS Forecast office
- Weather radios with continual updates on the most recent forecasts
- Commercial real-time lightning detection network
  - US National Lightning Detection Network
  - US Precision Lightning Network
  - Weather Bug Total Lightning Network
  - Thor Guard
  - Perry Weather

Supplemental devices to be used in conjunction with the above recommendations

- Pager, cell phone, smart phone, or email can transmit via automatic notification
  - (Please note these only work with already formed active thunderstorms moving into the area).
- Handheld lightning detectors
  - (Performance of these have not been independently verified & should not be used as the sole source for determining when to move to a safe location).

2.7.0 WHSAA AWARDS

2.7.1 The awards listed are provided by the Wyoming High School Activities Association. Should a true tie exist for a team trophy or individual medal, the additional item(s) will be provided by the WHSAA. Should a member school wish additional, individual awards, they may purchase them by contacting the WHSAA office.

Basketball

Team Awards

Regionals 1A, 2A, 3A and 4A - Four plaque plates - 1st, 2nd, 3rd and 4th
State (All four classes) - Four trophies - 1st, 2nd, 3rd and Consolation

Individual Awards

District & Regional - Championship team receives 12 medals
State - Championship and runner-up teams receive 12 medals

Spirit Groups

State Team Awards - Dance 3A and 4A

Three trophies - 1st, 2nd and 3rd when six (6) or seven (7) teams are competing in a classification.
Four trophies - 1st, 2nd, 3rd and 4th when eight (8) or more teams are competing in a classification.

State Team Awards - Cheer 3A and 4A

Three trophies - 1st, 2nd and 3rd when six (6) or seven (7) teams are competing in a category.
Four trophies - 1st, 2nd, 3rd and 4th when eight (8) or more teams are competing in a category.

Cross Country

Team Awards

State 2A/3A/4A Boys and Girls - Four trophies - 1st, 2nd, 3rd and 4th

Individual Awards

State 2A/3A/4A Boys and Girls - Medals for top ten finishers

Football

Team Awards

State Championship Series - Two trophies in each class - 1st and 2nd

Individual Awards

State – Championship team only: 4A receives 50 medals, 3A receives 45 medals, 2A receives 35 medals, 1A receives 30 medals, 1A-6man receives 20 medals,

Golf

Team Awards

State - Boys and Girls 2A/3A/4A - Four trophies each - 1st, 2nd, 3rd and 4th

Individual Awards

State - 2A/3A/4A Boys and Girls - Medals for top ten finishers

Indoor Track

Team Awards

State - Boys and Girls - Four Trophies - 1st, 2nd, 3rd and 4th

Individual Awards

State - Boys and Girls - Medals for top 8 finishers in each event

Skiing

Team Awards

State - Boys and Girls, Alpine and Nordic - Two trophies each, 1st and 2nd

Individual Awards

State - Boys and Girls - Alpine - Medals for each event's top five finishers
Nordic - Medals for each event's top ten finishers

Soccer

Team Awards

State - Boys and Girls - Four trophies each - 1st, 2nd, 3rd and Consolation

Individual Awards

State - Championship and runner-up teams receive 20 medals

Softball

Team Awards

Regionals – Girls - Four plaque plates each, 1st, 2nd, 3rd and 4th
State - Girls - Four trophies - 1st, 2nd, 3rd and 4th

Individual Awards

Regionals - Championship team receives 18 medals
State Girls - Championship and runner-up teams receive 18 medals

Swimming

Team Awards

State - 3A/4A Boys and Girls – Four trophies each - 1st, 2nd, 3rd and 4th

Individual Awards

State 3A/4A Boys and Girls - Medals for each event's top six finishers

Tennis

Team Awards

Regionals - Boys and Girls - Three plaque plates - 1st, 2nd and 3rd
State - Boys and Girls -Four trophies - 1st, 2nd, 3rd and 4th

Individual Awards

Regionals - Boys and Girls - Medals to top four finishers in each bracket.
State - Boys and Girls - Medals to top four finishers in each bracket.

Track

Team Awards

Regionals - If six or more teams participate in the regional meet, three plaque plates are awarded - 1st, 2nd and 3rd.
If less than six participate, two plaque plates are awarded - 1st and 2nd
State - All four classes, Boys and Girls - Four trophies - 1st, 2nd, 3rd, and 4th

Individual Awards

Regionals - Medals for each event's individuals who qualifies by place for state at this meet. Medals for each individual on a relay team that qualifies by place for state at this meet.
State - Medals for each event's top eight finishers

Volleyball

Team Awards

Regionals 1A, 2A, 3A and 4A - Four plaque plates - 1st, 2nd, 3rd and 4th
State - All four classes - Four trophies - 1st, 2nd, 3rd and 4th.

Individual Awards

Regionals - Championship team receives 12 medals
State - Championship and runner-up teams receive 12 medals

Wrestling

Boys Team Awards

2A, 3A and 4A Regionals - Three plaque plates - 1st, 2nd and 3rd
State - All three classes - Four trophies - 1st, 2nd, 3rd, and 4th

Girls Team Awards

Regionals - Three plaque plates - 1st, 2nd and 3rd
State – One class - Four trophies - 1st, 2nd, 3rd, and 4th

Boys Individual Awards

Regionals - Medals for each weight division's top four finishers
State - Medals for each weight division's top six finishers

Girls Individual Awards

Regionals - Medals for each weight division's top four finishers
State - Medals for each weight division's top six finishers

Drama

Team Awards

Sweepstakes – Three winner and three runner-up trophies - 4A, 3A and 1A/2A
State - Three trophies - 1st, 2nd and 3rd for Proscenium, Arena, and Group Performance Art

Individual Awards

State - Dramatic Monologues, Humorous Monologues, Dramatic Two-Person Scene, Humorous Two Person Scene, Scenic Design (1st through 4th year), Costume Design (1st through 4th year), Lighting Design (1st through 4th year), Publicity Design (1st through 4th year), Real Make-up (1st through 4th year) and Fantasy Make-up (1st through 4th year), Original Scripts (Monologues, Two-Person Scenes, and One-Act Plays) - 1st, 2nd and 3rd Place Medals In Each Level Of Each Acting And Technical Category. Each member of the Wyoming All-State Cast receives a medal. Honorable Mention Certificates as deemed by the judges.

Marching Band

Team Awards

State -Trophies will be awarded to each band earning a superior rating.

Speech

Team Awards

State - Three trophies for each of three classes - Sweepstakes, Sweepstakes Runner-up and Sweepstakes Third Place. If eight or more 1A schools enter the state tournament, a separate 1A sweepstakes trophy will be awarded.

Individual Awards

State - All-class individual events - Six medals for each event's top six finishers.
All-class team events - Three medals for each event's top three finishers
Each class individual and team events - Three medals for each event's top three finishers

Student Council

Council Awards

State - Wyoming State Honor Council is awarded to each council which receives an 80% on established criteria.
Wyoming State Honor Council with Meritorious Distinction is awarded to each council which receives a 95% on established criteria.

3.0.0 GENERAL ASSOCIATION RULES AND REGULATIONS

3.1.0 CLASSIFICATION OF SENIOR HIGH SCHOOLS

3.1.1 All member senior high schools shall be divided into classes, There shall be five classifications in football and four in basketball, track and volleyball. The number of classifications in all other activities shall be divided from the four classification system. Please see sport specific information in Rule 7.0.0 for each sport's classification.

3.1.2 The WHSAA Board of Directors will review classification at least every two years in all activities based upon the member schools' enrollments figures. For the purpose of clarification, the enrollment figures shall be based on the ADM figure provided by each member school to the State Department of Education in the spring of the school year prior to discussion on reclassification. Spring 2023 ADM figures will be used to determine classifications for 2024-25 and 2025-26, and spring 2025 ADM figures will be used to determine classifications for 2026-27 and 2027-28, and so forth. Ninth grade students in WHSAA member schools are counted in their ADM when figuring WHSAA Classifications. A school may petition to change classification if it feels its classification is unjust. This request must be made in writing to the WHSAA office and should be made before the November WHSAA Board of Directors Meeting of the year that the reclassification cycle is finalized. For the sport of football, this request must be made before the September/October meeting.

3.1.21 WHSAA Board of Directors Meetings on First and Second Readings of the Reclassification Proposal developed by the Reclassification Committee will be First Reading at the April WHSAA Board Meeting during the cycle and Second Reading at the September WHSAA Board Meeting during the cycle.

3.1.22 Participating Outside The Classification Determined by the WHSAA Board of Directors

All schools will compete in culminating events in the classification their enrollment figure (as per ADM count as per WHSAA Rule 3.1.2) dictates as determined by the WHSAA Board. A member school may petition the WHSAA Board to move up in classification in a sport or activity for the two years of the reclassification cycle and if that request is granted, they will also compete in the culminating event in that new classification. This request must be made before the November WHSAA Board Meeting of the year that the reclassification cycle is finalized. For the sport of football, this request must be made before the September/October meeting. A member school must participate in its assigned classification or petition to move up a classification to be eligible to participate in the WHSAA culminating event in that activity.

3.1.23 Reclassification When Closing A School

When a member school is closed or discontinued, the total number of those students who enroll in another member school shall be added to the most current ADM of the receiving school. As soon as students enroll in a receiving school they shall be added to the receiving school's most current ADM figures and if this moves the receiving school up into a higher classification the move shall happen immediately. The WHSAA office shall notify the member school of such a move. The member school(s) involved in a move up because of adding new students will be the only school(s) to change classification.

Reclassification When Adding A School

When a school district plans to add an additional school involving students in grades 9-12, they should work with the WHSAA office in developing a plan concerning classification for this new school and their existing school(s) well in advance of the reclassification cycle that will be in effect when the new school opens. Any school opening with less than the traditional 9-12 grade levels, will be classified by prorating their current enrollment to the equivalent of four grade levels. For example: a school with a class of 125 sophomores, and 130 freshman would be classified the same as a school of 510 students.

3.1.25 POLICY ON HANDLING OF CULMINATING EVENT PROPOSALS WITH RECLASSIFICATION ITEMS

Proposals that would affect WHSAA regional and state culminating events by necessitating changes in any of the following list of items will be considered during the April and September Meetings of the reclassification year:

1. Date of Culminating events
2. Number of qualifiers
3. Bracketing format
4. Size of tournament
5. Changes in qualifying procedures from regional to state
6. Schools changing regionals
7. Class size for tournament

Member schools and groups should plan ahead and present proposals well in advance to district groups for discussion and final revisions before sending them on to the WHSAA Board of Directors for placement on the agendas of the meetings listed above.

3.1.26 POLICY ON DISTRICTS COMBINING FOR A REGIONAL TOURNAMENT

Two WHSAA administrative districts are allowed to combine to determine their qualifiers to the WHSAA State culminating event. This can be done by class and by sport. The number of state qualifiers from a regional tournament will not exceed the combined total for both of the original district allotments.

In the event that two districts combine, the WHSAA will establish appropriate state first round pairings.

A request to combine must be submitted to and approved by the WHSAA Board on or before the February meeting prior to the desired school year. This request must first be approved by a simple majority of each of the combining administrative district's class membership and signed documentation must be included with the request.

3.1.3 COMBINATION SCHOOL

3.1.31 A member school or affiliate member school can combine with another member school only for those activities not sponsored by one of the member schools.

3.1.32 The principal from the visiting school shall complete the portions of the Combination School Agreement form that pertains directly to his/her high school and forward to the host school. The host school principal shall complete the remaining portions of the Combination School Agreement and return it to the WHSAA office.

The Combination School Agreement form is to be submitted to the WHSAA office before the first date of the competition of the season in which the team competes as a combined team.

3.1.33 The visiting school must count the enrollment of all eligible students of that gender for that activity at the time of the combining. When an enrollment figure is not available for fall activities, the last day's enrollment of the preceding school year shall be used. (if combining for boys cross country, then only boys would be counted.) This figure shall be added to the home school's projected (8-11) spring enrollment figure to determine if there will be a move up in classification. The host school shall be the larger of the two schools when entering into a combination agreement.

3.1.34 Enrollment notification and number of students eligible for each activity will be sent to the home school and the WHSAA.

3.1.35 Encouraging participation may be done only after approval for the combining has been secured from all schools involved, and after the WHSAA has reviewed the request. Contact may be made only with approval of each school's administration. Encouraging participation may be done only if no other conflicting activities are offered at the visiting school.

3.1.36 Visiting schools may send students to only one school for each activity. An exception to add another school for the same activity may be made by the Commissioner if he deems a hardship exists that would prohibit a student's participation in the activity. If the activity is an individual sport such as wrestling, track, indoor track, swimming, skiing, cross country, tennis, golf, and all fine arts and vocational education programs, the combined school team must compete as designated for the regular season as well as culminating events.

3.1.37 All WHSAA rules involving transfers, hardships, and scholastic eligibility will apply.

3.1.38 The Commissioner will review the agreement on all combination school requests and place the combined school's team in the appropriate classification. If the Commissioner determines that a combined team will adversely affect the classification structure, the Commissioner will deny the request for combining.

3.1.39 Once an agreement is reached to combine, reapplication must be made annually to the WHSAA.
If a visiting school chooses to enter into a combination school agreement with a different host school in the same activity, all transfer rules will apply. An exception may be made by the Commissioner if he deems a hardship exists.

3.1.391 Combining schools should resolve issues that address the following:

1. Expenses normally associated with issues that address the following
2. Expenses associated with travel such as meals and lodging, and travel expense to and from home school
3. Gate receipts and student and adult activity passes
4. Practice time that affects loss of school time
5. Scheduling, development, and enforcement of eligibility rules, and the rights of visiting schools students
6. Geographical location of combining schools
7. Medical and catastrophic insurance
8. Cheerleaders
9. Use of team uniforms
10. Copy of local school board action from all participating schools that stipulates the action taken.

3.1.4 WHSAA member schools may compete against only those schools that are members of the WHSAA or are a school allowed to compete with members of another state's association. Students are allowed to compete in cultural exchange programs. EXCEPTIONS: Member schools may participate against the Worland Industrial Institute and the Sheridan Girls School. Students from these two schools participating against other Wyoming high school teams shall meet WHSAA age rule (6.3.1) requirements.

3.2.0 NATIONAL FEDERATION OF STATE HIGH SCHOOL ASSOCIATIONS

3.2.1 All athletic contests shall be conducted under the official rules of the National Federation of State High School Associations or as modified by the WHSAA.

3.3.0 DATES AND LOCATION OF SITES

3.3.1 The Board of Directors will select sites for all culminating events. Communities desiring to host culminating events should submit a proposal to the WHSAA office. The Board will accept multi-year proposals of state culminating events up to a maximum of four years.

3.3.2 All Wyoming culminating events will be held in Wyoming.

3.3.3 The Board of Directors will develop and maintain a seven year calendar for the purpose of establishing continuity in scheduling.

3.3.4 At each April meeting of the Board of Directors, the dates of the eighth year on the long term calendar will be set.

3.4.0 ENTRY FEES, TICKET PRICES, AND FINANCIAL ACCOUNTING

3.4.1 Entry fees and ticket prices for culminating events shall be set by the Board of Directors.

3.4.2 Local managers appointed by the WHSAA shall conduct WHSAA activities. Itemized statements of income and expenses shall be submitted to the WHSAA by the local managers.

3.4.25 High school pupils must present their WHSAA identification cards or high school ID card in order to purchase tickets at the student price. If no identification card is presented, adult prices will be charged. High school graduates and older are considered adults.

3.4.3 Established ticket prices.

	REGIONAL		STATE		
BASKETBALL	Adults	Students	Adults	Students	
• Per Day	5.00	5.00	15.00	10.00	Thursday
• All Session	15.00	10.00	15.00	10.00	Friday
			15.00	10.00	Saturday
			25.00	20.00	All Session
SPIRIT COMPETITION			Adults	Students	
			5.00	5.00	General Admission
			15.00	10.00	Lower Reserved Section
			10.00	5.00	Upper Reserved Section
FOOTBALL	Adults	Students	Adults	Students	
• All Classes - Championship Series	5.00	5.00	15.00	10.00	Per Day
			20.00	15.00	All Session
INDOOR TRACK AND FIELD			Adults	Students	
			10.00	5.00	3A Meet Pass
			10.00	5.00	4A Meet Pass
ALL STATE MUSIC CONCERT			Adults	Students	
			5.00	5.00	
MARCHING BAND FESTIVAL			Adults	Students	
			10.00	5.00	
SWIMMING AND DIVING			Adults	Students	
			10.00	5.00	3A or 4A All Session Meet Pass
TRACK AND FIELD	Adults	Students	Adults	Students	
• All Session	10.00	5.00	10.00	5.00	Thursday

			10.00	5.00	Friday
			10.00	5.00	Saturday
			20.00	10.00	All Session
SOCCER			Adults	Students	
			10.00	5.00	Per Day
			25.00	15.00	All Session
SOFTBALL	Adults	Students	Adults	Students	
• All Session	15.00	10.00	10.00	5.00	Per Day
			25.00	15.00	All Session
VOLLEYBALL	Adults	Students	Adults	Students	
• All-Session	10.00	5.00	10.00	5.00	Thursday
			10.00	5.00	Friday
			10.00	5.00	Saturday
			20.00	15.00	All Session
WRESTLING	Adults	Students	Adults	Students	
• All-Session	10.00	5.00	15.00	10.00	Per Day
			25.00	15.00	All Session
ALL SPORTS	Adults	Students			
• Pig Tail Games	5.00	5.00			
• Double Header Pig Tail Games	5.00	5.00			

3.5.0 UNSPORTSMANLIKE CONDUCT

3.5.1 Participants are guests of the host school/community, and as such, should conduct themselves in an exemplary manner. Prior to, during, or following any activity, unsportsmanlike conduct will not be tolerated. In athletic events, officials are directed to take action to control such conduct, even to the point of forfeiture of the game.

3.5.2 Any player who has been disqualified from a contest for committing an unsportsmanlike act shall be disqualified for the remainder of that contest, activity, or tournament. In addition, for football, soccer, indoor track, track, cross country, tennis, golf, skiing, and swimming, the player shall be disqualified from the next contest at the level of play from which the player was disqualified. The basketball, softball, volleyball, or wrestling contestant shall be disqualified from the next two contests. In all sports, this disqualification shall include all contests at any level until the contestant has served the suspension at the level of play from which the player was disqualified and successfully completed the NFHS “Sportsmanship” course located on www.nfhslearn.com. (See 3.5.25 below). Unsportsmanlike acts either prior to or following a contest will result in similar penalties. A contest shall be defined by the criteria developed by the national governing body whose rules are utilized for the sport in which the disqualification shall be enforced. If the disqualification occurs in the last contest of the season, the player will be required to serve their suspension in the next sport in which they participate. A student may not go out for another sport just to serve the suspension penalty unless the student successfully completes the entire season for that sport.

3.5.25 WHSAA STUDENT GOOD STANDING BUY BACK PROGRAM

All ejected students must successfully complete the NFHS “Sportsmanship” course located on www.nfhslearn.com before becoming eligible for any further interscholastic competition. The WHSAA member school must fax or email the certificate of completion to the WHSAA office.

3.5.3 Should a participant be ejected from more than one contest during any one school year, that participant's suspension, as described in Rule 3.5.2, shall be doubled for each additional ejection.

3.5.35 COACHES BUY BACK PROGRAM

Any coach who has been disqualified from a contest for committing an unsportsmanlike act shall be disqualified for the remainder of that contest, activity or tournament. In addition, for football, soccer, indoor track, track, cross country, tennis, golf, skiing, and swimming, the coach may be disqualified from the next contest at the level of play from which the coach was ejected. The basketball, softball, volleyball, or wrestling coach may be disqualified from the next two contests. In all sports, this disqualification shall include all contests at any level until the coach has served the suspension of the level of play from which the coach was ejected. Unsportsmanlike acts either prior to or following a contest will result in similar penalties. A contest shall be defined by the criteria developed by the national governing body whose rules are utilized for that sport. The coach shall be prohibited from attendance at any contests during the disqualification period.

In addition, the coach will be required to complete the “Teaching and Modeling Behavior” course. The course is available online at www.nfhslearn.com. Once the suspension is served and the WHSAA receives the certificate of completion for the course, the school will be notified.

Once the Commissioner has been notified of an incident, he/she will be in contact with the school’s administration and will ask for a written account of the situation.

The Commissioner will render a decision as soon as he/she has received and reviewed all relevant information. A school may appeal the official’s decision to the Commissioner, and a decision the Commissioner renders may be appealed to the WHSAA Board of Directors.

3.5.4 Unsportsmanlike conduct by coaches, student body, and/or spectator(s) may also cause the offending school to be warned and/or placed on probation for the first offense. The second offense may cause probation and/or suspension for a one year period.

3.5.5 A coach's ejection from a contest may result in his/her school or sport being placed on warning, probation or suspension according to policies established by the Board of Directors in WHSAA Rule 1.4.0.

When a lone coach is ejected from a contest and no other qualified coach who has been assigned to that sport by that school is present to coach the team, the game will end and the contest will be forfeited.

3.5.6 The game official who disqualifies an individual through an unsportsmanlike act must notify the Wyoming High School Activities Association. In addition, the WHSAA office must notify the school of the disqualification and confirm that it has acknowledged the official report.

3.5.7 Any player who physically assaults a referee or other official in connection with an association contest shall immediately become ineligible for further interscholastic competition. It shall be the responsibility of the tournament manager or principal of the school hosting the event to notify the WHSAA Commissioner as soon as possible. The official involved must report the incident in writing to the WHSAA office within three days of its occurrence.

The coach and principal of the student involved are responsible for keeping that student from further interscholastic participation pending a ruling by the WHSAA Commissioner. The Commissioner shall have the power to suspend the violating participant from further interscholastic competition for a period not to exceed one calendar year from the same calendar week of the infraction. Should an infraction occur during a culminating event, the Commissioner may withhold the student from the entire corresponding event in the succeeding school year.

3.5.8 The school may appeal the disqualification of a player or coach for the unsportsmanlike conduct or the assault of an official to the Commissioner.

3.6.0 SUPERVISION OF PUPILS

3.6.1 A school is responsible for the conduct of its team, coaches, students, and fans at any interscholastic event in which the school is participating.

3.6.2 Failure to uphold proper standards of conduct is responsible for much of the criticism and adverse publicity given toward interscholastic events. Furthermore, it is one of the reasons why the potential educational values of interscholastic athletics are not achieved. Only with a conscientious effort of everyone involved can we achieve the most worthwhile objective of interscholastic competition.

One of the prime functions of interscholastic competition is to foster the traits of good sportsmanship. The WHSAA strongly urges administrators to stress to their athletes, student bodies, and fans the importance of sportsmanlike conduct during all WHSAA contests, and to make them aware of WHSAA rules, policies, and bylaws concerning crowd control.

The WHSAA places the primary obligation upon the administrators of member schools to control their students, staff members, and fans at all WHSAA contests.

When a violation of the principles of good sportsmanship occurs so as to endanger the personal safety of any individuals involved, hinder the normal progress of an WHSAA contest, or create situations that may lead to restriction or discontinuance of interscholastic competition, the Commissioner of the WHSAA shall contact the administration of the school(s) involved to discuss the situation and attempt to cooperatively formulate a solution to the problem.

If the violation is flagrant or the situation persists, the Commissioner shall have the power to invoke penalties upon the member school(s). The penalties that may be imposed against the school(s) may consist of those listed in the penalty section (1.4.0).

3.7.0 CROWD CONTROL AT WHSAA CONTESTS, RECOMMENDED GUIDELINES

Believing that working toward prevention is better than seeking a cure, the WHSAA offers the following guidelines to aid in planning crowd control strategy which will help insure the safety of contestants and fans. Good sportsmanship must become a common goal.

I. Schools should understand the true purposes of athletic contests and educate their patrons to that purpose. Athletic contests are not to become rivalries to the point of losing the primary objectives of the game.
   A. Provide worthwhile educational experiences for all students, players, and spectators.
   B. Provide enjoyable recreation regardless of whether the game is won or lost.

II. A full knowledge of each game's rules applying to sportsmanship which have their purpose to enhance the educational values of interscholastic athletics should be taught. How these are taught will depend upon the innovation of the school personnel. Schools might be wise to insert in their eligibility rules some concern over the misconduct of players.

III. Copies of game rules pertaining to sportsmanship should be made available to fans. These rules could be printed in the game programs, along with the sport's recent rule changes. In the buildings where contests are being held, bulletin boards and other means of conveying the information can be used to inform the public.

IV. Leadership must be provided by the high school faculty with the superintendent or principal leading the way and delegating authority. However, they are completely responsible for the entire program.

V. Ample help, even involving law enforcement officers, stationed at strategic points and alerted to potential problems will help prevent the initial onset of any conflict.

VI. All schools should inform their people involved in any contest that there is a specific role for the visiting participants to play as well as the host school. Amenities and courtesies should be displayed and extended to the visiting organizations without flaunting of rivalries.

VII. Spectators should not be allowed to enter a building where a contest is being held if they are observed in the possession of alcohol or other mood altering substances or are believed to be under the influence of these substances.

VIII. Schools should eliminate possible confrontations by close observations of people who might contribute to any confrontation such as people under the influence of these mood altering substances.

IX. In the event a spectator assaults a referee or other official in connection with a WHSAA contest, he/she should be prosecuted to the full extent of the law. To save the status of interscholastic competition, schools will have to work together and be alert to potential dangers in their own communities and when they are visiting other communities.

Coaching Staff

The coach bears the greatest burden of responsibility for sportsmanship. His/her influence upon the attitudes and behavior of the players, the student body, and the community is unequaled. In order for good sportsmanship to become a reality, it is essential that the coach subscribe to the values of sportsmanship and teach its principles through word and deed. Specifically, it is recommended that the coach:

1. Always set a good example for others to follow
2. Instruct the players about their sportsmanship responsibilities
3. Discipline those players who display unsportsmanlike behavior. If necessary, forfeit their privileges of representing the school
4. Be a good host to opponents; treat them as guests
5. Provide opportunities for social interaction among coaches and players of both teams before and after the contest
6. Select only officials who have demonstrated the highest ethical standards
7. Respect the officials' judgment and interpretation of the rules. Question them with respect and dignity only when the game rules permit
8. Publicly shake hands with the officials and opposing coach before and after the contest.

Players

The responsibility of the players for sportsmanship is second in importance only to the coach. Because players are admired and respected, they exert a great deal of influence over the actions and behavior of the spectators. Desirable behavior for players would be as follows:

1. Treat opponents with respect that is due them as guests and fellow human beings
2. Shake hands with opponents and wish them good luck before the contest
3. Exercise self-control at all times, accepting decisions and abiding by them
4. Respect the officials' judgment and interpretations of the rules. Never argue or make gestures indicating dislike for a decision
5. Do not communicate with the officials regarding the clarification of a ruling. This is the captain's responsibility.

Cheerleaders

Cheerleaders must play a vital role in promoting good sporting attitudes.

1. Stimulate and control crowd response
2. Choose the right cheers at the right time
3. Be certain that words used in a cheer do not inflame an audience
4. Do not use bells, horns, and noisemakers
5. Use gestures that are synchronized, pleasing to watch, and easy to follow
6. Divert the crowd's attention by starting a popular yell if booing develops
7. Do not conduct a cheer at the same time as the visiting cheerleading squad
8. Cheer for your team

Students

Students' habits and reaction as spectators determine the quality of sportsmanship which reflects upon the reputation of the school. Profane and abusive language and obnoxious behavior have no place at an athletic contest.

1. Know and demonstrate good sportsmanship
2. Respect and cooperate with the cheerleaders
3. Respect the property of the school and the authority of the school officials
4. Show respect for an injured player and do not heckle or jeer the opposing team
5. Remember athletic contests and mood altering substances do not mix
6. Cheer for your team.

Spectators

Fan behavior whether at home or away at athletic contests reflects on the entire community. Hometown fans should treat out-of-town guests with respect. Similarly, visiting fans should treat their hosts - both individuals and property - with the proper appreciation.

1. Know and demonstrate good sportsmanship
2. Be positive. Cheer for your team rather than against the opposition
3. Refrain from booing and name calling
4. Respect the official's point of view. He/she is in charge and is doing his/her best

5. Remember athletic contests are, in one respect, just like driving; they do not mix with mood altering substances.

Officials

1. Know the rules and accepted officiating procedures
2. Make decisions promptly and fairly
3. Be consistent
4. Be neat and friendly, but businesslike
5. Be on time and start the game on time
6. Refrain from placing hands on players during an athletic contest
7. During the pregame conference make reference to the fact that you expect captains to exhibit sportsmanlike behavior and demand it from all team members.

Police and Staff Supervisors

1. Check with the athletic director prior to the contest time for assignments
2. Arrive on time
3. Discourage small groups from gathering near entrances and exits
4. Keep playing area clear of spectators before, during, and after the contest
5. Move with the crowd
6. Have adult violators escorted to the police station. Call parents of youthful offenders to escort them home
7. Survey the area after the contest.

Administrative Staff

1. Arrange for a supervision and crowd control committee meeting before the fall season. The committee should be comprised of:
   a. Superintendent of Schools
   b. High School and/or Junior High School Principal
   c. Athletic Director
   d. Cheerleader Advisor
   e. Student Council Representative
   f. Community Civic Club Representative or Booster Club Representative
   g. Police Representative

2. Publicize the recommendation of the supervision and crowd control committee.
   a. Meet with the Chief of Police and Highway Patrol prior to the opening of school.
   b. Hire off-duty police as game and conditions warrant. Assign duties, times, etc.
   c. Establish traffic patterns in and around the contest site. Use community volunteers or student groups.
   d. Erect restraining fences and/or rope off areas appropriately.
   e. Man gates at all times and prohibit free entry to anyone during the entire contest.
   f. Check the physical facility to see that it is in the best possible condition to accommodate crowds.
   g. Provide first-aid capability and/or medical doctor availability.

Athletic Director

1. Review game management responsibilities.
2. Explore crowd control ideas with other schools in your conference.
3. Discuss crowd control with civic and/or booster organizations.
4. Schedule preseason school assemblies to review contest rules, good sportsmanship, and spectator behavior.
5. Review with security personnel their assignments prior to each contest.
6. Review assignments with staff prior to each contest.
7. Make sure that officials and their dressing area are taken care of in the proper manner.
8. Announce that no spectator is allowed on the field or court prior to, during, or after a contest.
9. Check with police and staff at halftime.
10. Provide a check of the facilities after the contest.

3.8.0 SUNDAY PARTICIPATION

There shall be no interscholastic activity, including practice, held on Sunday unless Rule 2.6.0 must be invoked. This excludes Weeks 47 – Week 5. This includes open gyms.

3.9.0 SANCTION OF WHSAA ACTIVITIES

3.9.1 Eight member schools must be committed to participation for a new activity to be sanctioned by the WHSAA.

3.9.2 Disbandment Policy - At such time that fewer than six member schools participate in a WHSAA-sanctioned activity for two consecutive years, the activity will be discontinued beginning with the third year.

3.9.25 Member schools must notify the WHSAA office, in writing, before the Statewide Scheduling Meeting the year preceding their adding a new sport in football, volleyball, basketball, soccer and softball in order to be eligible the following year for the culminating event in that sport. If this timeline is not followed, member schools adding a new sport in football, volleyball, basketball and soccer understand they will not be eligible for the culminating event. Member schools adding an individual sport may be eligible for the culminating event depending on the timing of their request. The commissioner shall have the discretion of making this decision.

3.9.26 Process for requesting WHSAA sanctioning of additional Activity

1. Request must be made by an administrator of a WHSAA member school
2. Request must be made on appropriate form
3. Letters of commitment from schools committed to the sponsoring of the activity must accompany the request.

4. Request will be placed on the agenda for the next regularly scheduled meeting of the WHSAA Handbook Committee for their recommendation.
5. Handbook Committee will review the request and forward a recommendation on to the WHSAA Board of Directors. This could involve a request for gathering additional information which might mean that the Handbook Committee's recommendation would not go before the WHSAA Board at their accompanying meeting.
6. The WHSAA Board will act on the Handbook Committee's recommendation at the next regularly scheduled meeting.
7. The request for sanctioning would have to pass readings at two WHSAA Board Meetings.
8. The implementing of any new activities sanctioned by the WHSAA would have to follow the guidelines of WHSAA Rule 3.1.25

3.9.3 SANCTIONING OF OUT-OF-STATE EVENTS

3.9.4 If an event involves schools from non-bordering states or is sponsored/cosponsored by an organization outside the school, then the appropriate National Federation sanctioning form must be completely filled out and submitted, with attachments or fees if necessary, to the WHSAA for approval.

3.9.5 THREE HUNDRED MILE LIMIT

No school group, school organization, nor any individual representing a school organization may travel outside the state more than 300 miles one way to compete in any type of activity during the school year without the written approval of the Commissioner. Out-of-state participation by school groups in non-competitive activities will be at the discretion of local school administrations and boards.

3.10.0 BREAKING TIES FOR AWARDS

In case of ties for individual or team awards, duplicate awards will be provided. Golf will follow WHSAA rule 7.8.68.

3.11.0 T-SHIRT CONCESSIONS

The WHSAA office will be responsible for providing a memorabilia concessionaire for those state culminating events for which sales are feasible.

3.12.0 RAFFLES NOT ALLOWED

Neither raffles nor other forms of solicitation are allowed at regional nor state culminating events.

3.13.0 ADVERTISEMENTS (ALCOHOL/TOBACCO)

Any entity choosing to advertise at any WHSAA event, shall not refer to any tobacco, alcoholic beverage or any product or service which is contrary to the accepted principles of high school training and the WHSAA.

3.14.0 RODEO

Rodeo is not a WHSAA sanctioned activity.

No school or school group may sponsor a high school rodeo. High school pupils may not enter any rodeo as a member representing a high school or high school group. A pupil may enter as an individual without affecting his amateur standing. A student may compete in a rodeo as an individual without affecting his/her eligibility.

3.15.0 SPORTS MEDICINE ADVISORY COMMITTEE

3.15.1 The mission of the WHSAA Sports Medicine Advisory Committee will be to provide the Board of Directors with accurate information to ensure the safe participation of the student/athletes in Wyoming. The health and safety of the student/athletes of Wyoming high schools is vital to the mission of the WHSAA, and therefore must be protected proactively by the committee and the Board of Directors.

3.15.2 The committee will include a licensed physician, a school administrator, a coach, and two certified athletic trainers.

3.15.4 The Board of Directors and/or the Commissioner will direct the committee to address specific sports medicine issues directed at questions regarding rules changes, participation questions, and medical coverage for events.

4.0.0 GENERAL MEMBER SCHOOL RULES AND REGULATIONS

4.1.0 UNDUE INFLUENCE

4.1.1 The use of undue influence, by any person or persons to secure or to retain one or both parents or guardians of a pupil as residents, may cause the pupil to be ineligible for high school participation in activities for a period subject to the determination of the Commissioner. The school shall also be subject to disciplinary action.

4.1.2 The use of undue influence, by any person or persons in attempt to have a participant move to their school for interscholastic competition may cause the pupil to be ineligible in high school activities for a period of time to be determined by the Commissioner. The school shall also be subject to disciplinary action.

4.1.3 HAZING OR INITIATION

Hazing or initiations are not acceptable behaviors. Hazing, by definition, is “Any humiliating or dangerous activity expected of a student to belong to a group, regardless of their willingness to participate.” It is of utmost importance on all teams, but especially on those teams with underclassmen, that there be absolutely no hazing or so called initiation rites. This is demeaning to all involved and is a most blatant form of discrimination. Hazing obstructs the development of good citizens, escalates the risks of participation, negates positive contributions, and destroys respect for self, others and the environment.

4.2.0 FILMING, VIDEO TAPING

4.2.1 If, in the opinion of event management or game officials, the use of flash cameras is determined to be a distraction, the photographer will be asked to move to an area where the distraction no longer exists.

4.2.2 Television/video replay broadcast policy - The WHSAA Board of Directors has established the policy that live telecasts and video replays are subject to rights fees established by the WHSAA Board of Directors.

4.3.0 CONDUCT AT EVENTS

4.3.1 Artificial noisemakers such as but not limited to air horns and cowbells are not allowed indoors.

4.3.2 Bands are not allowed to play during live ball situations (Indoors or Outdoors) or during free throws or serves during indoor sport events.

4.3.3 Bands are allowed at regional and state culminating events.

4.3.4 Unusual noise at any activity that is created by fans or participants that would interfere with the competition or the enjoyment of the fans is prohibited.

4.3.5 Pep posters are not permitted inside the playing area at district/regional and state indoor events. Only signs made of non-rigid materials such as styrofoam, cloth and paper are permitted. Signs may be no larger than can be held by one person. No additional sign or flag supports of rigid materials such as wooden dowels, paint paddles, golf club shafts, etc., will be allowed.

4.3.6 There shall be no reserved spectator seating at any district/regional or state event other than handicapped and team areas designated by meet management. Exception: There will be reserved seating for the State Spirit Competition.

4.4.0 RETURNING FORMS TO THE WHSAA

4.4.1 Occasionally the WHSAA will need to receive immediate and/or documented feedback from member schools. The returning of forms, surveys, or questionnaires is imperative for the operation of the Association and your consideration is appreciated.

4.4.2 Failure by schools to comply with deadline dates specified on various items may cause that school’s individuals or teams to be eliminated from culminating events.

4.5.0 QUALIFICATION OF COACHES

Coaches can have a powerful influence on the young men and women they coach. Having qualified coaches is essential to enhance the experience of the student/athletes.

4.5.1 Every person employed as a coach for a member school of the WHSAA in any interscholastic activity which falls under the jurisdiction of the WHSAA must be in compliance with standards established by the Professional Teaching Standards Board.

4.5.2 A member school is responsible for the actions of either employed or volunteer personnel that are used by that school for its activities.

4.5.3 All head coaches are required to view the WHSAA rules video in their sport prior to their first contest. Schools whose coaches refuse to view the rules video will be subject to the disciplinary action as listed in WHSAA Rule 1.4.0.

4.5.4 All head coaches in swimming/diving, football, volleyball, wrestling, basketball, soccer and track must pass (80%) the NFHS open book rules test each year in their respective sport prior to their first contest. Schools whose coaches do not pass the test will be subject to the disciplinary action as listed in WHSAA Rule 1.4.0.

4.5.5 NEGATIVE COMMENTS MADE BY COACHES ABOUT OFFICIALS TO THE MEDIA

Coaches are reminded that they have an obligation to maintain the integrity of high school activities. Their efforts must include keeping their relationship with contest officials on the professional level. To that end, coaches should not make negative comments about contest officials or their officiating to the media, social media, facebook, twitter, etc.

4.5.5.5 PUBLIC CRITICISM OF OFFICIALS OR COACHES

Any official who publicly criticizes another official or coach through the media, social media, facebook, twitter, etc. shall be reported to the WHSAA/WSOA and shall be subject to a hearing for suspension of membership from the WHSAA/WSOA.

4.6.0 ATHLETIC OFFICIALS

4.6.1 All officials hired by member schools for all contests must be registered with the WHSAA.

4.6.2 To be a registered official, you are required to attend a WHSAA Rules Interpretation Clinic, pay the registration fee and successfully complete the written examination.

4.6.3 Officials attending out-of-state clinics must furnish the WHSAA with proof of attendance.

4.6.4 Out-of-state officials must be registered in Wyoming before they can officiate varsity contests.

4.6.5 Officials must submit an application requesting registration in the sport or sports in which an official desires to officiate. This application shall be on file in the WHSAA office.

4.6.5.5 A person that has been convicted of a felony will not be allowed to register as a sports official in Wyoming without requesting a review by the WSOA Board. Recognizing there are differences and each situation is unique a person can request a review by a panel of the WSOA Board of Directors.

4.6.6 Official licensure by the WHSAA is a privilege and not a right. All licensed officials, all applicants for licensure, and all applicants for renewal of licensure agree to abide by the policies, purposes, rules and regulations of the WHSAA. Approval of applications for licensure and application for renewal of license shall be at the discretion of the Commissioner. The Commissioner may revoke the license of an official for cause which shall include, but not be limited to, the violation of the policies, purposes, rules and regulations of the WHSAA and any conduct, both on or off the field or court which would have a negative or detrimental effect upon the WHSAA, its member schools, students or the public.

4.6.7 Each official must pay a registration fee which is determined by the WHSAA Board of Directors.

4.6.8 Officials must adhere to the uniform requirements as specified by the National Federation rule books, or as adopted by the Board of Directors.

4.6.9 Varsity officials must be at least 18 years old.

4.6.10 Officials for regional and state tournaments/playoffs are assigned by the WHSAA office. The host team will assign officials for all other events.

4.6.11 The use of contracts between officials and the host school is recommended for the protection of both parties.

4.6.12 School personnel of either competing team may officiate with prior approval of all schools involved.

4.6.13 Schools wishing to deny an official the opportunity of officiating in any of their contests taking place in the succeeding season must submit the name of the official to the WHSAA Commissioner and to opponent schools, no less than 30 days nor more than 60 days after the culminating event takes place. Each request must have the signed approval of the school's WHSAA representative. Failure to notify the proper parties identified above shall result in agreement on officials. Failure or refusal to play a contest or event where the officials are agreed upon shall result in a forfeiture by the individual or team failing or refusing to play.

4.6.14 When teams agree on an official, the official's decision during the period of time they are in charge of a contest or event shall be final. A school or participant cannot protest a decision made by an official during the time they are in charge of the contest or event. If a school feels an official has set aside (not followed correctly) a rule, the official WHSAA Representative from that school may contact the WHSAA to lodge a complaint. The WHSAA will decide if disciplinary action is necessary against the official(s).
For more information about the Wyoming Sports Officials Association, please see section 9.0.

4.6.15 OFFICIALS FEE SCHEDULES FOR VARSITY CONTESTS

Each driver receives a mileage allowance at a rate established by the State of Wyoming on July 1 of the upcoming school year (72.5 cents as of July 2026). This rate is paid per mile round trip. Exception - the driver of a five-man football crew receives an additional four cents per mile round trip. Each official excluding the driver receives fifteen cents per mile round trip for per diem. The driver receives five cents per mile round trip for per diem. Mileage figures will be based upon those provided on the official map of the state of Wyoming. Officials must receive mileage from either their place of residence or their local association site. No official shall enter into a contract to officiate any WHSAA contest for any game or mileage fees which are not in accordance with the specified rates and fees. Any rate change by the State of Wyoming will be reflected the school year following the rate change by the state.

4.6.15.5 If an official under contract to a school is chosen to officiate at a culminating event, the school is encouraged to cooperate by finding a replacement for that official. The official is expected to assist the school in finding a replacement if the school requests such assistance.

4.6.16 BASKETBALL – All classes. Two or three registered officials paid $95 each. When more than two schools come together to participate during regular season play, schools have the option to negotiate fees with basketball officials. Three person crews will be used for all regional and state tournaments.

4.6.17 FOOTBALL - All Classes: At least five registered officials, paid $110 each.

4.6.18 SOCCER - When available one referee and two linesmen shall be used for all soccer matches. Each Official being paid $95.00. In the event that there are not 3 available officials, the dual system of control may be used with each official being paid $115.00. If a 4th official is available and used, that official shall be paid $70.00. ALL OFFICIALS SHALL BE REGISTERED WITH THE WHSAA.

4.6.19 SOFTBALL - Two or three registered officials paid $85 each. When more than two schools come together to participate during regular season play, schools have the option to negotiate fees with softball officials. Three person crews will be used for the state tournament.

4.6.20 SWIMMING - All “on deck” officials shall be registered officials. Dual meet: $80 for each official; invitation/triangular meets: $95 per session; one day invitationals: $115. Schools have the option to negotiate fees with swimming officials on invitational meets.

Swimming/diving coaches are eligible to be diving judge officials in regular season, conference and WHSAA State Swim Events upon 1) registering with the WHSAA office, 2) attending a WHSAA rules clinic and 3) successfully completing an official’s (open book) exam for diving. Diving coaches who work as diving judge officials will not receive pay for those meets where their team is participating.

4.6.21 TRACK - The meet referee, director, and starter shall be registered officials. The field judge, clerk of course, and finish judge shall attend the rules clinic.

4.6.22 VOLLEYBALL - All classes: Must have two registered officials who shall be paid $85 per match. During regular season play, schools have the option to negotiate fees with volleyball officials when more than two schools come together to play.

4.6.23 WRESTLING - All classes: Officials must be registered - $95 per match for dual and double dual match. When more than two schools come together to participate during regular season play, schools have the option to negotiate fees with wrestling officials.

4.6.24 CULMINATING EVENTS
Each official receives mileage of 72.5 cents per mile round trip. Exception: the driver of a five-person football crew receives an additional four cents per mile round trip. The driver receives five cents per mile round trip for per diem. Each official (riders), excluding the driver, receives 15 cents per mile (under 100 miles round trip) per diem round trip, or $70 per diem per day of the event if the culminating event site is 100 miles round trip or over (if mileage is over 400 miles round trip, one extra day per diem will be paid) as determined by the mileage on the Wyoming State map.

Sport	Regional	State
Basketball	$105	$110
Football	$120	$125
Soccer		$110
Softball	$95	$10
Swimming		$460 ($115 per session)
Track	$140 per day (Starter)	$150 per day (Starter)
Volleyball *	$95	$100
Wrestling	$325 (1 day) $420 (2 days)	$245 per day

* Line judges at Regional/State volleyball tournaments will be paid $55 per match by the WHSAA if they are registered officials assigned by the host school meet director.

It is recommended that all lower-level officials (freshman, sophomore, and junior varsity) should be paid $20 less than the varsity rate in each sport. Junior high/middle school officials should be paid $25 less than the varsity rate in each sport. Exception, junior high/middle school wrestling officials should be paid $30 per hour or $4 per match. Mileage should also be paid if using out of town officials for lower level events.

4.6.25 Official’s fees will increase by five dollars ($5.00) per sport every two years, beginning with the 2024 – 2025 school year. Future increase years will be 2026 – 2027, 2028 – 2029, 2030 – 2031.

4.7.0 GAME CONTRACTS

4.7.1 Any school violating a varsity contract, either written or verbal, could be fined up to $1000, with money going to the offended school. If both schools agree to not honor the contract, the fine will not be applied. Lack of paying the fine within thirty (30) days after the contest could be cause for immediate suspension. In addition to the above actions, the WHSAA may sanction the violating school as provided in Rules 1.4.2 through 1.4.5.

4.7.2 ATHLETIC CONTRACTS
Athletic contracts between schools shall be limited to a maximum of two years.

4.8.0 ATHLETIC SCHEDULE

4.8.1 Schools are required to exchange event schedules with the home game officials listed.

5.0.0 GENERAL STUDENT RULES AND REGULATIONS

5.0.1 Unless otherwise specified in the rule, the following regulations apply to all students participating in an interschool activity program grades 9-12.

5.0.2 These eligibility rules are minimum requirements and member schools may establish any additional rules which will benefit the particular case. The Board of Directors has the authority to set aside any eligibility rule when, in its opinion, the rule fails to accomplish the purpose for which it is intended. Furthermore, the Board has this same authority in cases in which a rule causes undue hardship pursuant to Article VI (5) of the Constitution, the Board of Directors may delegate its authority to set aside any eligibility rule to the Commissioner when a decision must be made prior to a regularly scheduled Board meeting. Such delegation of authority shall be made by the President of the Board of Directors who shall grant said delegation in writing and upon review of the necessity of the delegation.

5.0.3 REQUIREMENTS FOR ELIGIBILITY FOR PARTICIPATION IN AN ASSOCIATION CONTEST
The Commissioner is responsible for the interpretation and enforcement of the eligibility rules. This interpretation and enforcement must be uniform and consistent. The Commissioner does not have power to modify eligibility rules or to make new eligibility rules. At times, the enforcement of these rules may appear to result in injustice to a student or a school in a situation arising from lack of familiarity with the rules, misunderstanding of the rules, or negligence on the part of some individual. In such a case, it must be recognized that the Commissioner cannot, through sympathy, permit exceptions to the rules. He/she has no such power. When appealed to for an interpretation, the Board of Directors will make a decision in the light of the facts and the intent of the rule.

5.0.4 When WHSAA rules, regulations, or policy do not address a specific concern, the Commissioner will determine the appropriate ruling and may consult with the Executive Council when appropriate. The Commissioner's ruling will be reviewed and presented for action at the next regularly scheduled meeting of the WHSAA Board of Directors.

5.0.5 Each school principal will have on file in his/her office a list of all pupils who are eligible to participate.

5.0.6 Teams and players recognized as eligible to participate in interscholastic contests under the rules of the Wyoming High School Activities Association will be eligible to participate in WHSAA culminating events. Member school administrators are cautioned to carefully check over their lists of potential players and make certain that each student whose name is submitted is fully qualified under the WHSAA rules.

5.0.7 RULES OF ELIGIBILITY

The responsibility of educating and guiding student participants in the rules of eligibility governing member schools of this Association shall rest with the administration of each school. The WHSAA pamphlet "How to Protect Your Eligibility for High School Activities" shall be used in this process.

1. While the WHSAA Commissioner, in conjunction with the WHSAA Board of Directors, is solely responsible for the interpretation of Association rules, regulations and policies, the administration of the member school shall be responsible for the eligibility of its students, including but not limited to the determination of credits in transfer cases, and it shall be the responsibility of one member school to call to the attention of another member school possible violations of WHSAA rules. Should a member school administrator misapply a WHSAA eligibility rule as determined by the Commissioner in conjunction with the Board of Directors, the member school shall be held responsible for such action.
2. The minimum penalty for using a student who is ineligible either during the regular season or in WHSAA tournament activity is as follows:
   a. Team Sports (Basketball, football, soccer, softball and volleyball)
      The school must –
      i. Forfeit all contests involved.
      ii. Adjust its place in conference standings and/or relinquish its place in tournament standings.
      iii. Return team and individual awards.
   b. Individual Sports (Cross country, golf, indoor track, skiing, swimming, tennis, track & field, and wrestling) The school must
      i. Eliminate all matches, places, points, scores, and awards of involved student as an individual, and eliminate all contributions made by involved student toward team score.
      ii. Reduce team points (score) and adjust conference standings and/or tournament places.
      iii. Return awards of individual(s) and, if appropriate, after adjusting standings, team awards.
   c. Tournaments (including WHSAA tournaments) – Team or student most recently defeated, upon discovery of violation, replaces offending team or student for remainder of tournament series.
3. If a violation is flagrant or the situation persists, the Board of Directors shall have the power to invoke penalties upon the member school(s). The penalties that may be imposed against the school may consist of those listed in Rule 1.4.0 – Disciplinary Action (warning, probation, and suspension).

5.0.8 MIXED GENDER TEAMS
Where permitted by the provisions of Title IX, and after considering the activities offered by the WHSAA, gender mixed teams are prohibited.

In such cases, boys may not compete on or against a girls' team nor may girls compete on or against a boys' team.

5.0.81 WAIVER REQUIREMENTS OF MIXED GENDER TEAM RULE
Under certain conditions the Commissioner may waive the Mixed Gender Team Rule to allow participation by a student. The following requirements must be met to be considered for a waiver. Application for waiver must be submitted for each school year.

1. Student must meet all other WHSAA and school rules and regulations.
2. Petition must be for waiver of an athletic activity that is not offered separately for boys and girls.
3. Petition must be for a student of the gender that has been judged to have had a history of past discrimination in athletic activity.
4. Student must have a history of interest in the athletic activity in question.
5. Student and parent must agree to all terms and conditions of the petition and indicate so by signing on each appropriate signature line.

5.1.0 DUAL PARTICIPATION

5.1.1 A pupil may not participate in two school sports at the same time. However, during a season when one sport is over, a student may switch to another sport which runs concurrently. A sports season ends after the completion of that sport's culminating event. As per 7.4.0, a member school's season ends the day after elimination from the culminating event in that sport.

5.1.1 Pupils may participate in athletic activities and be on the spirit squad at the same time.

5.2.0 UNITED STATES OLYMPIC COMMITTEE-SPONSORED NATIONAL TRIALS AND COMPETITIONS

5.2.1 Not withstanding the other rules of the WHSAA, a student may participate as an individual (not representing his/her school) without loss of interscholastic eligibility:

1. As a member of a National Team (and the actual, direct tryouts therefore), which is defined as one selected by the national governing body of the sport on a national qualification basis either through a defined selective process or actual tryouts for the purpose of international competition which requires the entries to officially represent their respective nations, although it is not necessary there be team scoring by nation; or
2. In an Olympic Development Program, which is defined as a training program or competition:
    a. Conducted or sponsored by the United States Olympic Committee (USOC); or
    b. Directly funded and conducted by the USOC member national governing body (NGB) on a national level (e.g. NGB national championship competition and the direct qualifications therefore); or
    PROVIDED, HOWEVER, participation as described in (a) and (b) above is an exception to the other rules of the WHSAA only if:
        i. The participation, if during the school year, is approved by the student's high school principal at least 30 days prior to the start of the program; and
        ii. The student makes prior arrangements to complete missed academic lessons, assignments, and tests before the last day of classes of the credit grading period in which the student's absence occurs; and
        iii. The student misses no WHSAA-sponsored post-season athletic event involving a team in that sport.

5.3.0 OUT-OF-SEASON PRACTICE

5.3.1 These rules are intended to regulate only those WHSAA athletic activities that are sponsored by the school.

5.3.2 Member schools subscribe to rules and regulations governing the start and close of each sport season. Each sport's season begins with the starting practice date for that sport and ends after the state culminating event in that sport.

5.3.3 The use of high school gymnasiums and other athletic facilities between the close of one season and the opening of the next season is permitted. However, there shall be no compulsion for athletes to participate in any out-of-season training program as a qualification for being on a high school team. Between seasons, student/athletes shall be encouraged to participate in a broad range of activities and shall not be compelled to participate in pre-season or post-season programs in lieu of succeeding activity programs. Athletes shall be permitted to choose their activities in the off-season without compulsion of coaches.

5.3.4 School team practice during the WHSAA calendar year (Week 5, or week 4 for 4A football, tennis and golf, through Week 46) outside of the sport season is a violation of the out-of-season rule and cannot be included in an out-of-season training program. Coaches may work with individuals on individual sports techniques out-of-season at a participant's request. However, team concepts may neither be taught nor practiced through support of a member school. Coaches may coach non-school teams.

5.3.5 Each sport is allowed fourteen (14) days of practice between WHSAA calendar week 47 and Week 5, Week 4 for 4A football. Practice leading up to team camps would count toward the fourteen day limit, however the team camp will not count toward the fourteen day limit. As per our open gym rules, these practices must not be mandatory and are to be for students to participate on a voluntary basis without pressure from the coach.

5.3.6 Except for supervision of open gyms as provided in WHSAA Rule 5.5.0, the teaching of sport specific techniques or team concepts must cease and desist two weeks prior to the first allowable practice date. Exception: A coach may run a camp for the youth (non-high school) of their community and use their high school players to assist, during the two weeks prior to the beginning of a sport season, provided there is no direct instruction to the high school players. The Commissioner, or his designee, may approve exceptions to Rules 5.3.5 and 5.3.6 when deemed not to be in violation of the intent of said rules.

5.3.7 Intramural programs organized in between regular seasons must be conducted in a manner which may not be construed as organized practice.

5.3.8 Schools offering instruction in any sport as a part of their regular physical education program must be certain that classes are conducted in a manner which may not be construed as organized practice.

5.3.9 A summer weight program is not a violation as long as it is handled as an activity in a program and is open to all youngsters in a given area.

5.3.9.5 As designated by rule, each season ends on the last day of the state culminating event for each respective sport. Seasons in addition to the designated seasons by rule are not permitted (for example, spring football is prohibited).

5.4.0 SPECIALIZED (Individualized technique) SPORTS CAMPS

5.4.1 Specialized sports camps for all athletic activities are permitted with no stipulation concerning the number of participants from any single school.

5.4.2 A high school student may attend any individual or team specialized sports camp(s)/clinic(s) of his/her choice.

5.4.3 No coach or school representative may directly or by implication direct a student to attend camps/clinics as a condition to practicing, participating, or otherwise influencing a student's opportunity to participate in any school interscholastic athletic program.

5.4.4 No student shall participate in a specialized sports camp/clinic during which individual skills are taught for a period greater than two calendar weeks (fourteen days) during any calendar year in which any of his/her coaches or high school faculty members are involved.

5.4.5 There shall be no participation in a specialized sports camp/clinic the two weeks prior to the beginning of a sport season if the student's coach(es) is a clinician. Exception: A coach may run a camp for the youth (non-high school) of their community and use their high school players to assist, during the two weeks prior to the beginning of a sport season, provided there is no direct instruction to the high school players.

5.4.7 Students who attend specialized sports camps will not be covered by school insurance.

5.5.0 OPEN GYMS/FACILITIES

5.5.1 The WHSAA approves of open gym/facilities that are not limited to specific team candidates. There shall be no open gyms on Sundays (3.8.0).

5.5.2 Open gyms/facilities are for students to use on a voluntary basis without pressure from the coach.

5.5.3 A coach violates the intent of the open gym/facility when he/she has mandatory or "so-called" voluntary attendance at open gyms/facilities. "So-called" voluntary attendance is an implied requirement for an individual to attend open gyms/facilities as a prerequisite to team membership.

5.5.4 Coaches cannot use the open gyms/facilities to coach team techniques of activities provided in the school's interscholastic athletic program.

5.6.0 AWARDS STANDARDS – Only awards with values not greater than $250.00 may be accepted by a student/athlete as a result of participation in school or non-school competition in a sport that is sanctioned by the WHSAA, except for golf, which will follow the rules of the USGA(Rule 7.8.41).

5.6.1 A student may receive the following without violating this standard: unattached school letters or emblems, medals, ribbons, plaques, trophies, certificates, or other similar symbolic awards.

5.6.4 Any award presented by a non-school person or organization must have the approval of the school administrator and meet the $250.00 retail value limit. This limitation does not apply to any high school participants at WHSAA member schools who receive an Operation Gold Award.

5.6.5 A non-school sponsored banquet shall not constitute a violation if arranged with the approval of the school administrator.

5.6.6 Awards in the form of high school scholarships or concessions on tuition because of athletic ability shall cause the student to become ineligible for future competition in all interscholastic sports.

5.6.7 Individual students may receive monetary rewards for participation in luck-of-the-draw or lottery type programs. This type of competition must be limited to individual type competition and not pit one contestant against another. There is no limit on the amount of monetary award for this type of competition. (Examples: Shooting baskets at half time at professional basketball games; shooting hockey pucks at goals during intermissions at hockey events.)

5.6.8 The student and the school shall be held accountable to the WHSAA for any violation of this rule by individuals or groups before, at, or after graduation.

5.6.9 This standard shall not prevent a student from signing an agreement which binds him or her to play only for a particular team or an athletic letter of intent with a university or college.

Application for reinstatement to eligibility may be filed with the commissioner 365 days from the date of violation. However, the Commissioner shall not reinstate to eligibility any student who has received a scholarship, concession on tuition, or direct or indirect financial aid because of his or her athletic ability.

5.7.0 AMATEUR STANDARDS - A student who represents a school in an interscholastic sport shall be an amateur in that sport. An amateur athlete is one who engages in athletic competition solely for the physical, mental, social, and pleasure benefits derived from such participation.

5.7.1 Operation Gold award recipients are exempt from this rule.

5.7.2 An athlete forfeits amateur status in a sport by:

1. Competing for or accepting money or other monetary compensation (it is permissible for a student to accept necessary meals, lodging, and transportation in connection with playing a contest)
2. Receiving any award or prize of monetary value which exceeds the amount that has been approved by the WHSAA
3. Capitalizing on athletic fame by receiving money, gifts of monetary value, or merchandise
4. Signing a professional playing contract in that sport

5.7.3 Accepting a nominal standards fee or salary for instructing, supervising or officiating in an organized youth sports program or recreation or playground activities shall not jeopardize amateur standards.

5.7.4 Violation of either the Awards or Amateur Standards shall result in the student becoming ineligible in the sport concerned.

5.8.0 OUTSIDE COMPETITION (INDEPENDENT TEAM)

5.8.1 An independent team shall be defined as any team not directly sponsored by a WHSAA member high school.

5.8.2 A student who is a member of a school athletic squad may not participate as a member of an outside team or as an independent competitor in the same sport during the same season.

5.8.3 Students may not participate in a WHSAA sanctioned activity (non-athletic) and with an independent group in the same activity during the season for the activity.

5.8.4 Violation of this rule shall make the student ineligible for the remainder of that sport's (non-athletic included) season unless he/she is reinstated by the Commissioner.

5.8.5 EXCEPTIONS: 1. Students may participate in the individual sports of skiing, tennis, track, indoor track, cross country, golf, swimming/diving and wrestling while a member of the high school team with outside affiliations as long as permission has been given by the local school district. During the season, skiers are allowed the opportunity to ski USSA point races. 2. Participate with non-athletic teams at the same time. 3. College on campus individual tryouts. 4. Olympic tryouts.

5.8.6 A pupil may take part in a civic theater production and still retain eligibility for interscholastic competition provided that permission has been obtained from his/her high school principal.

5.9.0 ALL-STAR COMPETITION
Member school facilities or equipment shall not be used for any all-star team, contests, or exhibitions involving undergraduate students in any sport unless approved by the Wyoming High School Activities Association Board of Directors.

5.10.1 PRACTICE RULE

5.10.2 A player must participate in a minimum of the required number of practice sessions of at least one practice session per day on as many different days for the respective sport prior to the first day of his/her participation. A day shall count as no more than one practice. No practice is permitted on any Sunday. Two days of practice are required for golf, five days for tennis and nine days for each remaining sport. Nine days of practice are required for football, the first three of which must be without contact for each participant. (Please see Rule 7.7.12.) A participant becomes eligible once he/she has practiced the required number of days. A contest in which an ineligible participant participates shall be forfeited as per WHSAA Rules 1.4.0 and 5.0.7.

5.10.3 A pupil moving from one sport to another will be allowed to count the completed practices from the first sport to meet the practice number requirements for the second sport. To satisfy the required number of practices, there must be no break in participation between sports other than the normal weekend. If an athlete does not attend the first scheduled practice of the new sport following the athlete's departure from the initial team, the required number of practices for the new sport must then be met. An athlete must compete in at least one contest in the new sport before being eligible for any culminating event in the sport. No additional contests may be added to an existing schedule to meet this requirement. It shall be the responsibility of the local school district to determine the pupil's readiness to compete in the new sport.

5.10.4 For the purpose of the practice rule, practice is defined as a physical fitness activity designed for the preparation of athletes for the ensuing sports season and must be conducted under the supervision of a coach certified by the Professional Teaching Standards Board. Supervision must be direct, with both coach and athlete at the same site at the same time. FaceTime, Skype and other electronic methods will not fulfill the requirements of a supervised practice. Participation in physical education classes does not constitute practice.

6.0.0 PARTICIPANT ELIGIBILITY RULES AND REGULATIONS

6.1.0 BONA FIDE STUDENT (HIGH SCHOOL PUPIL)

6.1.1 A student comes under the jurisdiction of the WHSAA upon completion of eighth grade requirements.

6.1.2 The student shall be a bona fide undergraduate member of his/her school. Bona fide is defined as proceeding in a satisfactory manner toward the educational graduation standards established by the member school.

6.1.3 Every student who represents his/her high school in interscholastic activities must be in attendance in that high school in which he/she participates or be under an approved, combined school program. Ninth graders who attend a separate junior high may qualify under WHSAA Rule 6.7.1 and 6.7.4.

6.1.4 Each member school shall establish participation criteria for all activity participants which may extend beyond, but not supplant the existing WHSAA rules. This criteria shall address specific academic expectations, use of tobacco, substance abuse, acceptable conduct, and all other standards for eligibility.

6.1.5 Any student under penalty of suspension, or who is ineligible according to the school criteria for participation or WHSAA regulations, may not participate.

6.1.6 Any student who deliberately falsifies information for eligibility purposes, will lose one year's eligibility.

6.2.0 ACADEMIC REQUIREMENTS

6.2.1 In order to be eligible for any level of interscholastic competition, a student must be currently enrolled and must have been enrolled in school the immediate preceding semester and received passing grades during that semester in subjects that earn a minimum of 5.0 credits or the equivalent, per year toward graduation.

6.2.2 A pupil must be passing in five solid subjects at the time of contest. A passing grade is considered to be the passing grade of the individual school. As defined, a solid subject meets five days a week or its equivalent for the entire semester and for which one-half Carnegie units are granted.

6.2.3 The scholarship eligibility of a transfer student must be established by school records or verification from the sending school. The responsibility for establishing eligibility rests with the receiving school.

6.2.4 A student shall be permitted to make up work after the close of the semester for the purpose of becoming eligible. Deficiencies, including incompletes, conditions and failures for the previous semester may be made up during a subsequent semester, summer session, night school, correspondence, or tutoring for qualification purposes. The makeup work must match the class where the failure occurred (ex. If an online class is taken, Algebra I for Algebra I, etc.). Credit needs to be approved by the student's school district The student will not become eligible until all deficiencies from the previous semester have been made up to meet Rules 6.2.1 – 6.2.2.

6.2.5 Whenever WHSAA scholarship requirements are in conflict with the OBE (Outcome-Based Education)/Mastery Learning process, that member school shall submit a proposal and request an interpretation from the Commissioner.

6.2.6 Students ineligible because of scholastic deficiencies from the previous semester shall not be eligible until all grades have been verified by a school official on or after the last day of the current semester provided they have met requirements.

6.2.7 A pupil who is suspended or expelled from high school during a semester and who does not finish the semester is ineligible during all of his/her next semester since his/her record for the previous semester is incomplete.

6.2.8 High school students taking college classes will be allowed to count the college classes toward the required five solid subjects, if the student has the approval of the school.

6.2.85 A special education student is eligible to participate upon verification by the student's high school principal that he/she is proceeding in a satisfactory manner towards the educational goals established for him/her.

6.2.90 WHSAA AFFILIATE HOME SCHOOL STUDENT PARTICIPANT ACADEMIC ELIGIBILITY REQUIREMENTS

The Affiliate Home School Student may establish academic eligibility through one of the following:

a. Attaining a composite score, not less than the twenty-fifth percentile, on a nationally norm referenced achievement test administered according to the guidelines established by test in question. The test score will be used to determine academic eligibility for one calendar year from the date of the results.
b. Grades and assessments given by a teacher meeting 6.2.1 through 6.2.4 above.

6.2.91 WHSAA AFFILIATE HOME SCHOOL STUDENT PARTICIPATION ACADEMIC ELIGIBILITY REQUIREMENTS UNDER COMBINATION SCHOOL AGREEMENT

Submit proof of work in agreement with and to host combination member school that demonstrates compliance with subject and class hour requirements at the same frequency as the academic eligibility of other students is determined at the member school. Proof of work agreement may include requirements from 6.2.90 a. or b.

6.3.0 AGE REQUIREMENTS

6.3.1 A student must be under twenty years of age on August 1 for fall sports, November 1 for winter sports, and March 1 for spring sports. Member school administrators should be alert to apply for an early start for the eligibility of students who might be affected by this rule.

6.3.9 Bylaw Regarding Eligibility for Foreign Exchange and International Students

1. Foreign Exchange Students
   a. A foreign exchange student is an international student who attends high school in the U.S. To be eligible for interscholastic athletics in the U.S., such student must be under the auspices of and be placed with a U.S. host family by an international student exchange program that has been accepted for listing by the Council on Standards for International Educational Travel (CSIET) and be recognized by the U.S. Department of State. The foreign exchange program must assign students to host families by a method that ensures that no student, or his/her athletic interests or abilities were a component of the placement process.
   b. A foreign exchange student is considered to be placed with a host family when written notice of placement is provided by the exchange organization to the student and his/her parents, and to the host family.
      1) Neither the school the student attends nor any person associated with the school shall have input into the selection of the student.
      2) No member of the school's coaching staff, paid or voluntary, shall serve as the host family.
   c. The foreign exchange student must possess a current J-1 or F-1 visa, issued by the U.S. Immigration and Naturalization Service.
   d. The foreign exchange student must comply with all eligibility requirements set forth by the Wyoming High School Activities Association.

2. Other International Students

An international student who is not under the auspices of and placed by a CSIET listed exchange program must meet the following requirements in order to be considered for interscholastic athletic eligibility in Wyoming.

a. The student must possess a current F-1 visa, issued by the U.S. Immigration and Naturalization Service.
b. The student must provide to the principal of the school he/she attends an official untranslated transcript and a transcript that is translated to English, by an acceptable agent or agency, which indicated work taken in all grades in which the student was enrolled.
c. The international student must pay tuition to the high school he/she attends as prescribed in Section 625 of U.S. Public Law 104-208.
d. No member of the school's coaching staff, paid or voluntary shall serve as the resident family for the student.
e. The international student must comply with all eligibility requirements set forth by the Wyoming High School Activities Association.

Non-compliance with one or more of the foregoing provisions shall render the international student ineligible for interscholastic athletics at any high school which is a member of the Wyoming High School Activities Association.

6.4.0 TRANSFER

The purpose of the Transfer Rule (Rule 6.4.0 thru Rule 6.4.93) is to protect, not inhibit students who participate in athletic competition. The Transfer Rule is preventative in nature and is devised to eliminate the incentive to transfer schools when a motivation is for athletic purposes and after a student has initially chosen the school of his/her choice. The Transfer Rule protects students who have previously participated in athletic competition at a member school from being replaced by students who transfer for athletic purposes and further protects students at other member schools from the affects of "school shopping" by students (Rule 4.1.2) and "recruiting" by member schools and their agents (Rule 4.1.1 and Rule 4.1.2). The Transfer Rule encourages fair play, discourages the excesses and abuses of over enthusiastic promotion and protects the integrity of interscholastic athletic programs for the member schools and their students. The eligibility of a transfer student must be established by school records or verification from the sending school. The responsibility for establishing eligibility rests with the receiving school. A student's residence is the home in which the parent(s) or legal guardian actually, physically live. Residence can be changed only by the union of "act and intent." The residence of a person is where his habitation is fixed and to which, whenever he is absent, he has the intention of returning. A change of residence can only be made by the act of removal joined with the intent to remain in another place. There can be only one residence. The only legal guardianship that is recognized by the WHSAA for transfer rule purposes is that legal guardianship which has been established at least 12 months prior to the student's moving to a new school and the fact that the student has been living with that legal guardian in their previous school setting.

6.4.1 The principal must submit an "athletic residence" record of transfer form to the WHSAA office. All information included on the certificate must have been verified. If the Record of Transfer or Foreign Exchange Student form is not posted or is posted by the member school following the participation of a student who is eligible under all WHSAA eligibility requirements, the member school shall be assessed $50 per form.

In addition, if the Record of Transfer or Foreign Exchange Student form is not posted or is posted by the member school following the participation of a student who is ineligible under any WHSAA eligibility requirement, the member school shall be assessed $50, and the member school shall forfeit any contests in which that student participates in accordance with WHSAA Rule 5.0.7.

6.4.2 Upon completion of the requirements of Rule 6.4.1, a student shall be immediately eligible for all interscholastic athletic competition under the following conditions:

1. A student moving from a two year junior high school to the ninth grade of a senior high school for the first time.
2. A student moving from a three year junior high to the tenth grade of a senior high school in the same attendance area for the first time.
3. A student assigned to a foster home by court order.
4. A student returning home from a correctional institution.
5. A foreign exchange student from a foreign exchange program approved by the Council on Standards for International Educational Travel (CSIET) or the WHSAA. All students under any foreign exchange program must meet all other WHSAA eligibility rules and must be reported to the WHSAA office on the appropriate form. A foreign exchange student who becomes a participant shall be eligible for three consecutive sports seasons. Any part of any season shall constitute one complete season.
6. A student transferring from a closed or discontinued school.

EXCEPTION: A student who has graduated from a school in his/her home country may be ruled eligible if semester eligibility has not been met.

6.4.3 A student who transfers from a school in the United States, a U.S. Territory, or U.S. Military Base (to be referred to as School A) to School B without a change of residence on the part of the parents or legal guardian from school attendance area A to school attendance area B, shall be eligible for athletic competition, except varsity level competition for one year from the date of enrollment, in School B, in interscholastic sports in which the student has participated at any level and/or grade during the 12 calendar months preceding the date of such transfer.

6.4.31 Dual Residence and Divorced/Separated Parents

The transfer bylaws are based upon the place of residence of the parents. With cases of pending divorce, legal separation, or dual residences (only applies to divorce or legal separation situations) the student shall be eligible either at the school in the district in which the home last occupied by both parents is located, or the WHSAA member school where the student has established eligibility, or with the parent with court designated physical custody of the student. After a finalized divorce, and after enrollment in the ninth grade, a student is granted one move from parent to parent involving a WHSAA member school with immediate eligibility for all interscholastic athletic competition.

6.4.4 The eligibility of a student who transfers from one school to another before a move by his/her parents shall be determined as provided in Rule 6.4.3. The student may be declared eligible as soon as the family's new residence has been established within the school's attendance area if, at the time of the student transfer, notice is given to the member school that the parent or WHSAA recognized legal guardian will be moving to the school's attendance area prior to the expiration of one year from the date of enrollment, in School B, as referred to in Rule 6.4.3.

6.4.5 Students who transfer from one attendance center to another within the same unified district (USD) when initiated by the school, may be declared eligible without a move on the part of the parents, provided policies on such transfers are clearly defined in board of education policy and provided both principals approve the "special" transfer.

The status of a student who transfers from one school to another without a change of residence on the part of his/her parents, providing two or more high schools operate within the same district whether under the same or different authority, will be considered the same as changing school districts and the same rules will apply.

This applies to 9-12 grade students who transfer from one school to another whether it is a member school or an affiliate member school.

6.4.6 The high school which a student elects for his/her first high school attendance, School A, shall be considered his/her choice. If for any reason the student transfers to another school, School B, he/she shall be ineligible for varsity level athletic competition for one year from the date of enrollment in School B. This rule applies to interscholastic sports in which the student has participated at any level and/or grade during the 12 calendar months preceding the date of such transfer.

6.4.7 Except as provided in rules 6.4.1 through 6.4.6, all other students who transfer to a member school shall be eligible for athletic competition, except varsity level competition for one year from the date of enrollment, in School B, in interscholastic sports in which the student has participated at any level and/or grade during the 12 calendar months preceding the date of such transfer.

6.4.71 High School Closure and Charter Schools

If a high school is closed and students are forced to attend a high school elsewhere and the following year a charter school is granted to the school that was closed the students could return to the charter school and be eligible to participate in all WHSAA sanctioned activities at the beginning of the school year.

6.4.8 TRANSFER RULE – HARDSHIP

If, after determination of a student's eligibility with regard to transfer, the member school administrator determines that a potential hardship exists on the student as defined in Rule 6.4.81, the member school administrator may petition the Commissioner for a waiver of the transfer rules. Such cases must be filed under and in accordance with the proper form. The Commissioner will rule upon the petition for waiver on an individual case basis utilizing the hardship standard set forth in Rule 6.4.81. The Commissioner's ruling on hardship is subject to appeal to the Board of Directors as provided in Article XII of the WHSAA's Constitution.

6.4.81 HARDSHIP DEFINED

A hardship is an unforeseeable, unavoidable AND uncorrectable act, condition or event which causes the imposition of severe and nonathletic burden upon the student or his/her family.

1. This is to include the case of orphans, children of overseas military transfers, and children from broken homes.
2. No consideration for waiver may be granted if by doing so the action will result in a student who was ineligible in the sending school becoming eligible in the receiving school.
3. Hardship appeals must be processed by the principal of the receiving school on the appropriate WHSAA form and in concert with the specific guidelines.

6.4.82 DESCRIPTION OF PROCESS FOR WAIVER OF THE TRANSFER RULE.

1. Petition for waiver completed by the petitioning school
2. Petition forwarded to superintendent or principal of school from which student transferred
3. Waiver form completed by superintendent or principal of school student last attended
4. Completed form returned to the WHSAA office for a ruling from the Commissioner

6.4.9 INELIGIBLE TRANSFER STUDENT

6.4.91 Any student who deliberately falsifies information for eligibility purposes will lose one year's eligibility.

6.4.92 If by domicile outside Wyoming, a student is or would have become ineligible, he/she cannot become eligible by transferring to Wyoming.

6.4.93 A student who would be ineligible in a member school because of disciplinary reasons or expulsion, may not become eligible by transferring to another member school.

A student who is ineligible for any reason in a member school or affiliate member school may not become eligible by transferring to another member or affiliate member school.

6.5.0 SEMESTER REQUIREMENTS

6.5.1 A pupil shall not be eligible for more than four fall and four spring semesters, for a total of eight semesters. These semesters will be counted consecutively after the student enters the ninth grade. NOTE: If a student does not participate or is ineligible due to transfer, scholarship, etc., the semester(s) during that period shall be counted toward the total number of semesters possible.

6.5.2 Enrollment of 20 or more school days shall constitute a semester of eligibility when applied to participation in school activities.

6.5.3 Students who are forced to drop out due to injury or illness may present their situation to the Commissioner for special consideration.

6.5.4 Students ineligible because of scholastic deficiencies from the previous semester shall not be eligible until all grades have been verified by a school official on or after the last day of the current semester provided they have met requirements.

6.5.5 SEMESTER RULE – HARDSHIP

6.5.6 If after determination of a student's eligibility with regard to semester, the member school administrator determines that certain conditions beyond a student's control exist which create a hardship on the student, the member school administrator may petition the Commissioner for a waiver of the semester rule. Such cases must be filed under and in accordance with the proper form. The Commissioner will rule upon the petition for waiver on an individual case basis.

6.5.7 The semester hardship rule applies only to those students who, because of illness or other justifiable emergencies, are not able to complete a semester after twenty days of attendance. The Commissioner may waive portions of this rule for special cases.

6.5.8 DESCRIPTION OF PROCESS FOR WAIVER OF THE SEMESTER RULE

1. Petition of waiver (front side) completed by petitioning school
2. Petition sent to WHSAA office for a ruling from the Commissioner

6.6.0 PHYSICAL EXAMINATION, IMMUNIZATION AND PARENTAL CONSENT

6.6.1 Forms shall be signed by the physician and parents. Forms for married students over 18 years of age shall be signed by both the student and his/her spouse with the statement that the student may participate. See form A7 and A8 on the WHSAA web page (Forms Link) for the suggested physical examination form.

6.6.2 The earliest acceptable date for a current physical examination is May 1. Medical doctors, osteopaths, physicians assistants who are operating in a program approved and licensed by the Wyoming State Board of Medical Examiners, Licensed Advanced Practitioners of Nursing with a specialty area of either School Nurse Practitioner, Family Nurse Practitioner, Pediatric Nurse Practitioner or College Health Nurse, and Chiropractors are eligible to give physicals for the purpose of high school eligibility. In addition and unless the Wyoming State Board of Medicine denies the authority, any licensed health care provider whose state licensing board has verified that its practitioners are qualified and trained to give physical exams covering all the exam areas set forth on the recommended Physical Exam Form, which is attached to and made a part of the WHSAA Handbook (APPENDIX A), shall be eligible to give physicals for the purpose of high school eligibility.

6.6.3 No pupil shall be eligible to compete in any interscholastic sport or activity unless, within the current school year and preceding any practice, he/she shall have filed a certificate of physical fitness with his/her high school principal. The medical examination form is also a parental permission form and must be signed by the parent/legal guardian.

No pupil shall be eligible to compete in any interscholastic sport or activity unless, within the current school year and preceding any practice, he/she shall have provided proof of immunization as defined in Wyoming Statute 21-4-309.

6.6.4 Activities that require yearly physical examinations are basketball, competitive marching band, cross country, football, golf, indoor track, skiing, soccer, spirit squad, swimming, tennis, track, volleyball, and wrestling.

6.7.0 THREE YEAR JUNIOR HIGH SCHOOL

6.7.1 Schools may certify a ninth grader as either a junior high or high school participant. A ninth grader whose ninth grade team's starting practice date is earlier than the WHSAA approved date cannot take part in the high school season at the conclusion of the junior high season. He/she may wait until the official WHSAA starting date, and after completing the mandatory number of practices, become eligible for athletic competition.

6.7.2 In schools which have a separate three year junior high, seventh and eighth grade pupils may compete with or against ninth graders on a junior high school team without forfeiting a year of eligibility for such participation.

6.7.4 Ninth grade students will be permitted to participate in activities that are sponsored by the WHSAA if they are attending a WHSAA member school (WHSAA Rule 6.1.3). Because Ninth grade students in a Wyoming public three year junior high school are counted in ADM toward WHSAA classification, those students may participate at the senior high level. Ninth graders who have competed on a high school team must attend the high school at which they competed as a ninth grader or they will be treated as transfer pupils who must comply with WHSAA Transfer Rule 6.4.0.

6.7.5 Junior high or elementary school pupils may participate in all music, FFA and FCCLA activities as members of a high school group without affecting their high school eligibility.

6.7.6 Eighth graders are not eligible to play with or against high school teams. If such is done, games are forfeited and the pupil loses a corresponding number of semesters of high school competition. EXCEPTION: Elementary pupils may participate in all music activities as members of high school groups without penalty.

6.8.0 GENDER IDENTITY PARTICIPATION

If a State of Wyoming Statute establishes law regarding Transgender participation in sports and activities, the WHSAA shall adhere to and comply with such state Statute.

7.0.0 SPECIFIC SPORTS RULES AND REGULATIONS

7.1.0 The Wyoming High School Activities Association, in order to effectively provide equitable athletic opportunities for all students, offers a comprehensive athletic program.

7.2.0 OFFICIAL CONTEST RULES

7.2.1 The official contest rules and rule books as published by the listed organization have been approved by the Board of Directors for all interscholastic athletic contests in the following sports. Interscholastic competition shall be conducted using contest rules adopted by the Board of Directors and modifications or changes in sport rules are not permitted except those provided in the current WHSAA Handbook and approved by the Board of Directors.

BASKETBALL	NATIONAL FEDERATION	SOFTBALL	NATIONAL FEDERATION
CROSS COUNTRY	NATIONAL FEDERATION	SWIMMING AND DIVING	NATIONAL FEDERATION
FOOTBALL	NATIONAL FEDERATION	TENNIS	U.S. TENNIS ASSOC.
GOLF	U.S. GOLF ASSOC	TRACK AND FIELD	NATIONAL FEDERATION
INDOOR TRACK	NATIONAL FEDERATION	VOLLEYBALL	NATIONAL FEDERATION
SKIING	U.S. SKI ASSOC. AS MODIFIED BY WHSAA	WRESTLING	NATIONAL FEDERATION
SOCCER	NATIONAL FEDERATION		

7.3.0 DEFINITION OF ASSOCIATION CONTEST

Association Contest: An “Association Contest” is an athletic contest between teams representing two high schools which are members of the Association involving any group of students playing under the supervision of the school. All rules and regulations that apply to an Association Contest shall apply to any athletic contest engaged in by a member school. Any game or part of a game (scrimmage, practice, warm-up, tune-up, or similar activity), in which the students participate as a representative team of their school with any other team not a member of their school, shall be counted as a part of the season game limit for the school’s athletic classification. The designation of a team/squad is dependent upon the majority of members on that team. For basketball that number is three, for football the number is six, for soccer the number is six, for softball the number is five and for volleyball the number is four.

7.3.1 DISRUPTION OF GAME/CONTEST DUE TO UNSAFE CONDITIONS

Officials and school personnel should always rule on the side of safety and postpone or delay any activity when unsafe conditions arise. If there is any doubt as to whether the contest should be suspended, it is always better to error on the side of safety.

The decision to suspend a contest lies with the game officials and the site administrator. If this involves outdoor weather conditions, teams should be sent to their respective locker rooms or buses and fans should be instructed to leave the stadium.

1. Resume play from the point of interruption at a later date.
2. Declare a winner based on the score at the time of interruption if the event is in the second half or by mutual agreement.
3. In football, if the score is tied, no winner will be declared.
4. In volleyball (games are 1-1 or 2-2) or basketball if the event is tied and it’s not possible to complete the contest at a later date, the game or match will be canceled with neither team allowed to schedule a replacement contest.
5. In soccer, the match will go into the books as a tie and be treated accordingly in any tie breaking scenario.

7.3.2 USE OF DRONES DURING ASSOCIATION CONTESTS

The use of drones, in any capacity, is not allowed in any “Association Contest”. Member schools may make a local decision to how they wish to utilize drones during practice situations.

EXCEPTION:

The option to use unmanned aircraft systems (UAS) aka drones to film FOOTBALL contests will be allowed with the following criteria:

1. Must be tethered to the ground outside of the boundary of the field, and may not fly over sidelines, or playing surface at any time.
2. Must be a school issued product
3. Host sites will communicate their rules regarding usage of unmanned aerial systems to the visiting schools a minimum of 24 hours before game time.
4. Visiting schools who wish to use the product must notify the host schools game management prior to the day of the game, so the host can properly communicate their local guidelines (FAA rules, healthcare facilities rules, etc) with the drone personnel
5. Game officials, along with game administration, will have the final ruling on the use of drones as it pertains to safety and game situations.

All Federal Aviation Administration guidelines will supersede school and district policies, unless school district policies are more stringent. The following rules must be followed:

1. Limit the altitude to less than 400 feet above the ground.
2. Be operated using specified FAA safety guidelines. This information can be found at www.faa.gov
3. Not weigh more than 5 pounds.
4. Be operated in a manner that would not interfere with any manned aircraft.

5. Provide notification to the airport operator and the airport air traffic control tower of a planned use of an UAS within five miles of any airport.

7.3.6 ROSTERS FOR SOCCER TOURNAMENTS

No more than twenty-two (22) players can be in uniform for any post season tournament contest. The twenty-two players whose names are entered on the official scorebook/roster for the first tournament contest, shall be the only players used for the entire tournament. Violation of this provision shall cause forfeiture as per WHSAA Rules 5.0.7 and 1.4.0 (Refer to Rule 7.3.0 for definition of a contest).

7.3.7 ROSTERS FOR SOFTBALL TOURNAMENTS

No more than eighteen (18) players can be in uniform for any post season tournament contest. The eighteen players whose names are entered on the official scorebook/roster for the first tournament contest, shall be the only players used for the entire tournament. Violation of this provision shall cause forfeiture as per WHSAA Rules 5.0.7 and 1.4.0 (Refer to Rule 7.3.0 for definition of a contest).

7.4.0 SEASON STARTING AND ENDING DATES

Each sport's season begins with the starting practice date for that sport and ends on the day following the member schools' involvement in that sport season. For example, if a member school's volleyball team is eliminated during its regional tournament, involvement for that member school in the volleyball season ends on the day following elimination. Students in their eighth semester are allowed to complete the season in which they are currently competing.

7.4.1 CULMINATING EVENTS

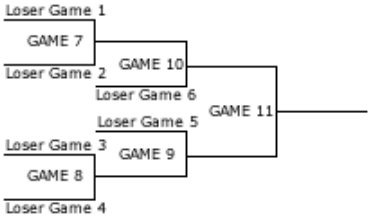
The WHSAA has full authority and responsibility for all culminating events. The WHSAA may delegate the administration of said events to other parties but reserves the right to determine the time, site, and other conditions which will be required to conduct the culminating events.

Culminating Event administration shall be subject to the direction of the WHSAA but will generally be delegated to Meet Directors. Issues may develop during the course of the Culminating Events which require actions to be taken to ensure the Mission, Values and Culminating Event Philosophy of the WHSAA is achieved. The WHSAA shall have the authority to take such action as it deems necessary to accomplish its objectives including discipline or ejection of participants, coaches, officials, schools and/or guests.

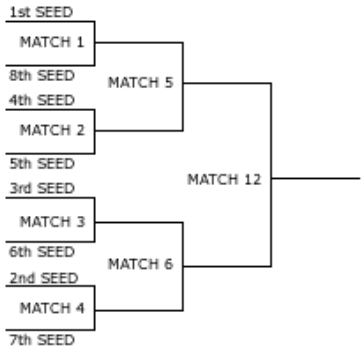
THE FOLLOWING ARE RECOMMENDED REGIONAL FORMATS

RECOMMENDED BASKETBALL & VOLLEYBALL TOURNAMENT FORMAT

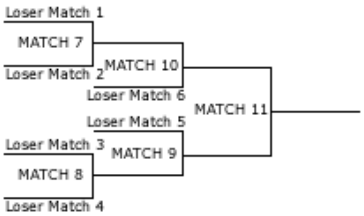
BYES WOULD BE PLACED STARTING WITH THE #1 SEED AND PROCEED TO #2 SEED, ETC.



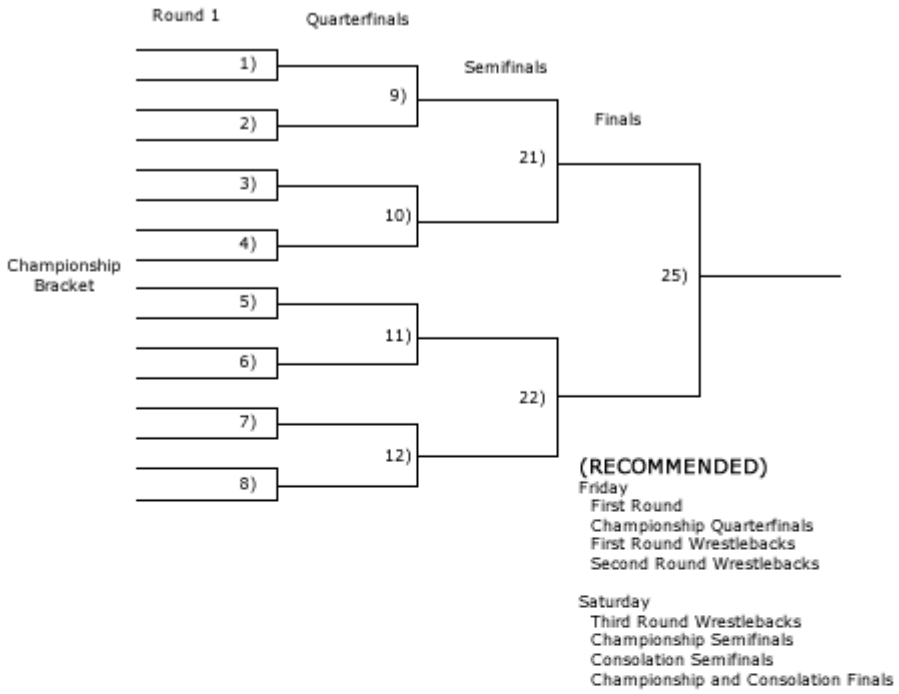
REGIONAL TENNIS TOURNAMENT BRACKET

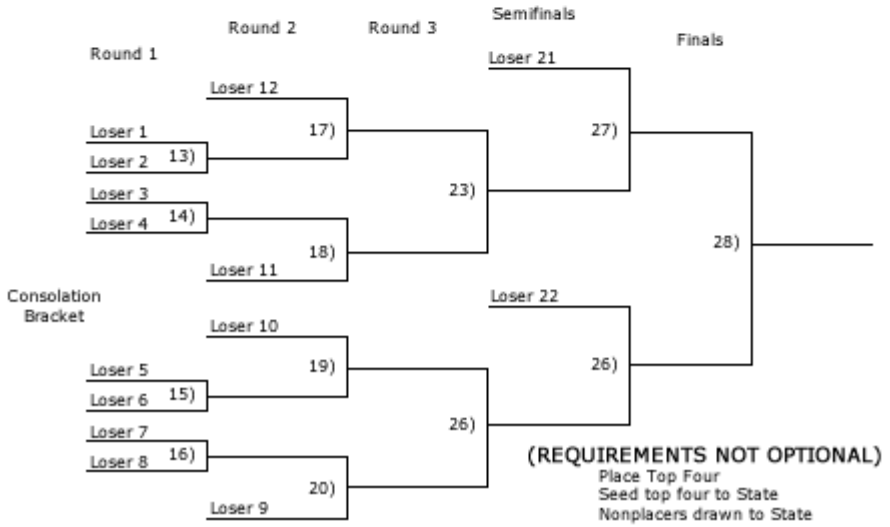


BYES WOULD BE DRAWN AFTER SEEDING



RECOMMENDED REGIONAL WRESTLING TOURNAMENT FORMAT





7.4.5 PASS DISTRIBUTION POLICY

For the Sports of Swimming, Track, and Wrestling-In addition to each individual participant, each participating school will be given two coaches ribbons/passes, two manager ribbons/passes, and one bus driver pass. Two coaches spouses passes will be issued for wrestling and coaches' spouses passes for swimming and track will be issued upon request.

For the Sports of Basketball and Volleyball-Each team will be given 14 participant ribbons (12 player and two manager), two coaches ribbons, one bus driver pass, and two passes for coaches spouses. If requested on the proper form, one additional coach's pass and one additional student manager/trainer's pass for basketball will be provided.

Cheerleader Pass Policy- If requested on the proper form, 14 cheerleader passes and one cheerleader sponsor pass will be provided. Additional passes, over the 14 provided, may be purchased at full price.

Participants must display their ribbons for entry into all areas of the tournament. Track participants must wear their assigned numbers to gain entrance at the state track meet. Coaches, managers, bus drivers, and cheerleaders must show their passes for entry. There will be no exception to this condition for entry at state events. If ribbons/passes are lost, arrangements must be made to purchase additional ribbons/ passes before entry will be allowed. Please do not ask for additional passes.

Students (whether spectators or participants) using an Administrator Pass must be accompanied by the cardholder.

7.4.7 By majority consent, regions by classification may decide their representatives to the state tournament in volleyball, wrestling, soccer, softball and basketball by another format. This format must be both on file in the WHSAA office and published in the league or regional by-laws before the start of the season during which that tournament is held.

7.4.8 Tie Breaking Procedure – Four teams involved

Step 1: Do any of the tied teams have an advantage/disadvantage in head to head play. (Example: If two teams are 2-1 and two teams are 1-2, the 2-1 teams have the advantage.) If there is no advantage/disadvantage, then flip one coin per team until there is one odd team and that team is the lowest seed out of the tie.

Step 2: In football and soccer, we will utilize their respective sports 3-way tie breaking procedures. In the other sports, look at head to head competition of the three remaining schools. Does one team have an advantage/disadvantage? If so, that team is either the top or bottom seed of those remaining three schools. If not, flip one coin per team until there is an odd team and that team is the lowest seed out of the tie.

Step 3: Look at the head to head competition of the two remaining teams. If one team has an advantage, they are seeded higher. If not, conduct a coin flip with one team calling, and the coin toss winner is the higher seed.

7.5.0 BASKETBALL

7.5.01 Starting in the 2026-27 Season, the WHSAA will be adopting the use of a 35 second shot clock in all contests. In accordance with the NFHS Rule 2-14 (Shot Clock-State Association Adoption). The guidelines would follow the NFHS Rule 2-14.

7.5.1 The WHSAA recognizes four classifications in basketball. The schools with the sixteen largest enrollments shall be 4A, the next largest sixteen shall be 3A, the next largest sixteen shall be 2A, and the remaining schools shall be 1A.

7.5.15 The basketball season begins with the first allowable contact day on Monday of WHSAA calendar week 21. There shall be NO CONTACT Thursday through Sunday of WHSAA Calendar week 21. The first allowable contest date is on Thursday of calendar week 23. The basketball season will end with the 3A/4A State Tournament on Saturday of WHSAA week 36.

7.5.2 No game shall be played except those scheduled by and entirely under the control of the competing schools or the WHSAA.

7.5.3 A player may not participate in more than six quarters on any one day. (Overtime periods are considered part of the fourth quarter.)

EXCEPTION: Regular and post-season tournaments. NOTE: A player who participates in more than the limit shall be disqualified from further play that day. Entering a contest for one live ball period counts as a quarter of participation. As per WHSAA Rule 1.4.2. and 5.0.7 the contest in which a participant exceeds the six quarter limitation shall be forfeited.

7.5.31 Teams are to conduct pre-game and half-time warm-ups on their half of the court. If jogging or running is part of their warm-up drills, then it is to be confined to their half of the court to warm-up. Teams are not to run under the basket of the opposing team when entering the floor or anytime during warm-ups.

7.5.32 In any basketball contest a running clock shall be utilized when one team is 40 or more points ahead at the end of the first half. In all classes, when a team is ahead at half time by 40 points or more, or becomes 40 points or more ahead in the second half, the clock will run continually, except between quarters, time-outs, and when replacing an injured or disqualified player. This means the clock will run during a free throw unless the clock had to be stopped for one of the exceptions. After the aforementioned exceptions, the clock will be restarted when the official signals the clock to restart after a free throw attempt or when play is resumed by a throw-in.

7.5.4 REGULATIONS

7.5.41 Each member school's team is limited to participate in no more than 18 basketball contests per season. This limit shall apply to all squads. WHSAA regional and state tournament games shall not be counted in the maximum number of games permitted each school. Participation in regular season tournaments shall count as two contests. Each member school should be limited to three regular season tournaments. To assist in reducing 9th and 10th grade games during the week, the tournament limit will not be imposed to those levels provided their tournaments are conducted on a Saturday. Players who will compose the starting five on the varsity team may not suit up for sub-varsity level contests without WHSAA approval.

7.5.42 The season shall close with the state tournament. No game shall be played after the finals of the state tournament unless approved by the Board of Directors.

7.5.43 The WHSAA has adopted the National Federation twenty-eight foot coaching box.

7.5.5 WHSAA tournament basketballs shall be provided by Baden.

7.5.6 There will be no removal of basketball nets immediately following any regional or state basketball contest.

7.5.7 Practice sessions on any court used for either regional or state will not be allowed at any time during the ten (10) days prior to the respective tournament. Schools that host a regional tournament are granted an exception and are allowed to practice on their own court even though they are hosting the event.

7.5.71 No more than twelve players can be in uniform for any tournament contest. The twelve players whose names are entered on the official scorebook for the first tournament contest, shall be the only players used for the entire tournament. Violation of this provision shall cause forfeiture as per WHSAA Rules 5.0.7 and 1.4.0 (Refer to Rule 7.3.0 for definition of a contest).

7.5.75 The 1A/2A State Basketball Tournament will be held during calendar week 35. The 3A/4A State Tournament will be held during calendar week 36.

7.5.80 SEEDING FOR THE REGIONAL TOURNAMENT:

7.5.81 All schools are eligible to participate in the regional tournament in order to qualify for the state championship series. When all schools in a regional play each other, the won-loss records will be used to determine the seeding. If this method is not used, item 7.5.82 must be used.

7.5.82 By majority consent, regions may seed their representatives to regional tournaments by another method with the prior approval of the Commissioner.

7.5.83 Any school that refuses to comply with one of the above methods, will be seeded last in their regional tournament.

7.6.0 CROSS COUNTRY

7.6.1 The WHSAA recognizes three classifications for cross country. The schools with the 16 largest enrollments shall be 4A, the next 16 largest shall be 3A and the remaining schools shall be 2A. Each member school is permitted one boys team and one girls team at the state event..

7.6.1.5 The cross country season begins with the first allowable practice on Monday of WHSAA calendar week 7. The first allowable contest date is on Thursday of calendar week 8. Each cross country runner is limited to 8 contest days per season. Cross Country participants will be allowed two (2) extra organized races (fundraisers, triathlons, fun-runs, etc.). These events must not fall under WHSAA sanctioning. These events cannot be mandated by the coach, and the students will be participating on their own and not representing the school. Catastrophic insurance will not cover these events. The State Meet shall not count toward the 8 day contest limit. The cross country season will end with the State Meet on Saturday of week 16.

7.6.2 The distance at the state meet shall be 5K for both boys and girls.

7.6.3 A team shall consist of a maximum of seven runners and a minimum of five to score in 3A and 4A. 2A teams shall consist of a maximum of seven runners and a minimum of four to score.

7.6.4 Cross country participants are limited to one meet per day.

7.6.5 The first five finishers of each team will score points according to the place in which they finish. Only one boy's team and one girl's team per school is allowed at the state meet. A school may enter fewer than five participants to compete for individual awards.

7.6.6 Students, while members of the cross country team, may participate with outside affiliations as long as permission has been given by the local school district.

7.6.80 STATE MEET

7.6.81 Each school is permitted one boys and one girls team at the state meet. National Federation entry rules will be followed.

7.6.82 A school may enter single participants to compete for the individual championship.

7.6.83 The distance for the state cross country meet is five kilometers for all classes of boys and five kilometers for all classes of girls.

7.6.84 Participants and coaches may walk the course prior to the meet during a time designated by meet management.

7.6.85 National Federation Rule 9-2 will be utilized to break team scoring ties.

7.7.0 BOYS FOOTBALL

7.7.10 The WHSAA recognizes five classifications of football. The football schools with the 10 largest enrollments shall be 4A, the next largest 12 shall be 3A, the next largest 14 shall be 2A and the next largest 14 shall be 1A 9-Man and the remaining schools will be in the 1A 6-Man classification..

7.7.11 Each player must have nine days of practice prior to the first contest.

7.7.12 The first three days of football practice for each participant are designed as a conditioning period. The first two days, players may wear helmets, mouth guards, football shoes, shorts, or sweat suits, and <u>contact with football dummies and sleds are allowed, but no student to student contact is allowed.</u> The third day, players may wear shoulder pads and jerseys and contact football dummies and sleds, but no student to student contact are allowed.

<u>Practice Time:</u> No single practice may exceed three hours, and the total practice time for days with multiple practice sessions may not exceed five hours.
***Note: Warm-up, stretching, speed and agility drills and cool down are all considered part of practice.

Meetings, film study, water breaks, rest breaks and injury treatment shall not count against the three- or five- hour limits. Nor shall weight training, voluntary conditioning and teaching period/walk through simulations without equipment, be considered practice for the purposes of the three-or five- hour limits.

With the wide-range of football programs in the state, there are several variables to consider when planning a practice. With player safety being our main emphasis, practice plans should reasonably limit overall exposure to multiple blows to the head and body. Variables to consider are team size and the number of reps in your drills that may affect an athlete's potential for injury. While the current level of knowledge keeps us from making specific and rigid rules concerning contact, there is a consensus that lessening the frequency of contact is likely beneficial to the athlete's overall health.

Practice Contact: Live Action and Thud are limited to no more than 3 practices per week and 90 minutes per week. During pre-season 120 minutes will be allowed.

***Note: When the main focus of a practice is designed as an intra-squad scrimmage, it will not count toward the live action contact time period. Shorter scrimmages incorporated into a regular practice will be counted toward the live action contact time. During pre-season twice-daily practices, only one session per day may include live action or thud.

Actions that require contact limitations:

Live Action: Drill is run in game-like conditions and is the only time that players are taken to the ground.

Thud: Drill is run at competitive speed through the moment of contact; no pre-determined "winner." Contact remains above the waist, players stay on their feet and a quick whistle ends the drill.

Actions that do not require limitations:

Control: Drill is run at assigned speed until the moment of contact; one player is pre-determined the 'winner' by the coach. Contact remains above the waist and players stay on their feet.

Bags: Drill is run against a bag or another soft-contact surface.

Air: Players run a drill unopposed without contact.

7.7.13 A player may participate in no more than eight quarters in a seven day period, nor in more than five quarters a day. Quarters are counted from Sunday to Sunday. Any player who participates in one or more downs in one quarter shall be charged with one quarter of participation. Exception: Quarters that players kick or punt only will not count towards the eight or five quarter limit. As per WHSAA Rules 1.4.1 and 5.0.7 the contest in which a participant exceeds the limitation shall be forfeited.

7.7.14 Summer football camps may be conducted at member school facilities and with member school equipment providing all of the following conditions are satisfied:

1. The camp must be held at a time during the WHSAA calendar weeks of 47 through week 3 for 4A schools and week 4 for 1A, 2A and 3A schools.
2. The camp must be staffed by high school football coaches certified by the Professional Teaching Standards Board. Guest clinicians are allowed but must work under the supervision of the camp director.
3. Medical and liability insurance coverage must be in place either by school, coach or parent or all of the aforementioned.
4. Any student who attends a contact team football camp must have completed three days of full practice (without pads) during the immediate ten days preceding the camp. The first two days, players may wear helmets, mouth guards, football shoes, shorts or sweat suits and contact with football dummies and sleds are allowed, but no student to student contact is allowed. The third day, players may wear previously mentioned items as well as shoulder pads and jerseys and contact football dummies and sleds, but no student to student contact is allowed. Weight room attendance does not meet this requirement. This requirement must be documented in writing by a high school coach certified by the Professional Teaching Standards Board.
5. The camp may only be held for a maximum of three days (excluding the conditioning requirement).
6. The local school district administration must give their approval.
7. A current physical examination form is required to be on file at the school of each student taking part in the camp as a participant. The form must be signed by the appropriate medical personnel and must include a signed parent and student waiver that recognizes the inherent dangers of participating in football.
8. An emergency medical release form must be on file with the camp directors for each participant.

Summer contact team football camps conducted at non-member school facilities are only required to meet conditions #1 and #4 as listed above.

7.7.15 The football season will have a first allowable practice date of the Monday of WHSAA Calendar Week 7 for 1A, 2A and 3A classifications. **4A classification will have a first allowable practice date of the Monday of WHSAA Calendar Week 6.**

1A, 2A, 3A and 4A football teams are allowed to play a zero week contest on or after the ***Friday*** of WHSAA week 8 and before the Friday of Week 9. A contest is a scrimmage or game between two member schools. If a team chooses to play a game it must meet all NFHS and WHSAA rules of play. This contest will not in anyway affect qualification for the culminating event playoff series for 1A, 2A and 3A**, but all contests in 4A will affect qualification for the culminating event playoff series.**

Scrimmages will be limited to 120 total plays per team. This total will include offense, defense, and special team plays. There may be more than two teams at a scrimmage, however, the 120 total plays is still in effect. A player must have nine (9) days of practice to participate in the scrimmage or game.

1A, 2A, 3A and 4A classifications are limited to one zero week contest and eight regular season contests, excluding the culminating event playoff series. The State Championships will be on the Friday and Saturday of WHSAA Calendar Week 19.

7.7.16 The overtime procedure that will be followed appears in the National Federation Football Rule Book.

7.7.17 In any football contest a running clock shall be utilized when one team is 45 or more points ahead at the end of the first half. In all classes, when a team is ahead at half time by 45 points or more, or becomes 45 points or more ahead in the second half, the clock will not stop on:

1. Out of Bounds
2. Incomplete Passes
3. First Downs
4. Change of Possession (including touchbacks)

The clock will stop as required by rule on:

1. Time-outs
2. Penalties
3. Between Quarters
4. Scoring Plays
5. P.A.T.s
6. All other situations as per rule

If the point differential becomes less than 45 points, continue running clock.

This use of the rule does not eliminate the use of National Federation Football Rule 3-1-3

7.7.20 At the end of each football season, all helmets must be evaluated. Those helmets not in good condition must be reconditioned or replaced.

7.7.21 Each school shall be responsible for providing its own headphones if the host school does not have the equipment for both teams. The VISITING school shall inform the HOST school no later than the Tuesday of the week of the contest whether or not it will NEED HEADPHONES. EITHER TEAM'S DECISION TO NOT USE HEADPHONES WILL NOT AFFECT THE OTHER TEAM'S DECISION.

The host school shall also provide the visiting school with press box/crows nest space if such is being utilized by the host school.

7.7.22 Schools are required to construct a barrier along both sidelines of their football contest field(s) from end zone to end zone.

7.7.30 TIE BREAKING CRITERIA TO DETERMINE STATE PLAYOFF SEEDING

1. Two Way Tie For First Place Or A Seed

   a. If two teams tie for first place or a seed, the winner of the common game will be declared first place or the higher seed.

2. Three Teams Tied For Available Seeds

   a. If one team (A) defeated the other two teams (B and C), team A will be declared highest placed seed.
   b. The winner of the regular season game between B and C will be declared the second highest seed.
   c. If one team (A) lost to both of the other teams (B and C), A will be the lowest seed of the three tied teams. The winner of the regular season game between B and C will be the highest seed of the three tied teams with the loser declared as the second highest seed of the three tied teams.
   d. If the tie still exists, compare the head to head result of the tied teams with the highest-ranking non-tied team. Continue through the league standings until the tie is broken.
   e. If the tie is broken by criteria 2d, the winner of the head to head contest between the two remaining teams is seeded higher.
   f. If a tie still exists, then positive and negative points will be used to determine the seeding (a maximum of 12 positive or negative points may be accumulated in any one contest for 1A 9-man through 4A 11-man and 24 positive or negative points for 1A 6-man). Once one team is separated by the points, the winner of the head to head contest between the two remaining teams is the higher seed.

      Example:

Team	Score	Points
A	42	= +12
B	0	= -12
A	7	= -3
C	10	= +3
B	21	= +7
C	14	= -7

      Final Seeding based on +/- Points

      A (+12 -3 = +9) would be the 1 seed, the winner of the head to head contest between B & C will be the next higher seed.

      If there is a forfeit, the winner will receive +12 points and the loser will receive -12 points for the contest.

   g. If the tie is still not broken and three seeds remain:
      i. Coin flip - Odd man or team is the lowest seed of the tied teams
      ii. Winner of the common game between the remaining two teams is highest seed and the loser is the second highest seed of the tied teams.

3. Four Teams Tied Seeding – see WHSAA Rule 7.4.8

7.7.40 CULMINATING EVENT SERIES

A culminating event series will start on week 17 of the WHSAA calendar with 3 weeks of playoff competition culminating with the five classification State Championships.

Championship Series by classification:

4A

The top 8 teams will advance and be seeded in the first round of the playoffs based on their regular season records. The higher seed will host the lower seed the first two rounds of the playoffs as shown below.

The Championship game will be played in Laramie at the University of Wyoming's War Memorial Stadium, with the higher seed being the home team.

3A, 2A, 1A-9-player and 1A-6-player

The top 4 teams from each conference will advance to the first round of the playoffs. A cross bracketing format will be used with the conference champions hosting the 4th place finishers and the conference runner-ups hosting the 3rd place finishers from the opposite conference, as shown below.

Each team in the upper and lower bracket will be assigned a seed number as shown in the bracket below.
The second round games will be hosted by the highest upper and lower bracketed seeds.

The Championship game will be played in Laramie at the University of Wyoming's War Memorial Stadium, with the higher seed being the home team. The number one seed is given based on the conference that was the home team in the championship game the previous year. The opposite conference champion of the home team from the previous year will be the number one seed.

7.7.41 All schools will play the schedule set up by the WHSAA Office. Any school that refuses to comply with the schedule will eliminate itself from playoff consideration.

7.7.42 THE FOLLOWING GUIDELINES WILL BE FOLLOWED FOR THE FOOTBALL PLAYOFFS:

7.7.43 Twenty percent of the adjusted gross income will go to the host school, with the balance to the WHSAA. The programs and concessions will be assigned to an organization of the host school. The WHSAA will provide a memorabilia vendor for all state championship football contests.

7.7.44 The WHSAA will provide officials and have full authority and responsibility for the activity.

7.7.45 Baden footballs will be available at all playoff and State Championship Football games. As per past procedure, each team on offense will have their choice of any brand football.

7.7.46 WHSAA FOOTBALL PLAYOFF DATES & TIMES.

First and second round playoff games will be on Friday at 6:00 p.m. for fields with lights or Friday at 2:00 p.m. for fields without lights. Times and date can be adjusted by mutual consent of participating teams in accordance with the purpose of the WHSAA/UW conflict coordination effort.

Championship games will be on Friday and Saturday of WHSAA Calendar Week 19.

7.7.76 WHSAA - UW FOOTBALL

Purpose
To avoid conflicts between high school football play-offs and the University of Wyoming home football games.

The parties agree to work together to coordinate the three week playoff period. When UW has a home football game during the three week period, the WHSAA will work with the member schools to limit the number of conflicts of playing on the same day.

7.8.0 GOLF

7.8.1 The WHSAA recognizes three classifications for golf. The schools with the 16 largest enrollments shall be 4A, the next 16 largest shall be 3A and the remaining schools shall be 2A

7.8.1.5 The golf season begins with the first allowable practice on Monday of WHSAA calendar week 6. The first allowable contest date is on Wednesday of calendar week 6. Each golfer is limited to 10 contest days per season (fall and spring). A contest is defined as a high school sanctioned event that takes place during the season. Golf participants will be allowed two (2) extra organized events (club championships, fundraisers, regional tournaments, etc.) These events must not fall under WHSAA sanctioning. These events cannot be mandated by the coach, and the students will be participating on their own and not representing the school. Catastrophic insurance will not cover these events. The State Meet shall not count toward the 10 day contest limit. The fall golf season will end with the State Meet no later than the Wednesday of week **12**. The spring golf season begins on week 39 and ends on week 46. Member schools may participate in one day golf meets throughout the Spring season. One two-day culminating event is allowed during the Spring season.

7.8.2 The coach or school representative shall accompany participants to all meets.

7.8.3 Each competitor is expected to be neat in appearance during the entire time of his/her play. Headsets, Walkmen, Ipod and other such paraphernalia will not be allowed during any competition.

7.8.4 Students, while members of the golf team, may participate with outside affiliations as long as permission has been given by the local school district.

7.8.41 Golf award limits will be the same as those allowed in the rules of the USGA. (No prize money. Merchandise up to a retail value of $750)

7.8.60 GOLF MEETS

7.8.61 The USGA rules shall prevail in the state meet, except as modified by local rules.

7.8.62 The Commissioner shall assign a Tournament Director who will be responsible for ruling on all disputes. The Tournament Director may appoint a committee of not more than three people to assist.

7.8.63 Whenever a school moves into or out of a different classification, the WHSAA Commissioner will adjust the State Site Rotation for the classifications involved. Should a school request to be added to the rotation, the Commissioner will make a recommendation to the WHSAA Board as to where the school should be placed in the rotation. State golf site rotations are located on the WHSAA website under "State Events." 3A and 4A state golf requires an 18 hole course. 2A state golf is recommended to be hosted at an 18 hole course. All expenses, **excluding practice round fees**, must be included in the proposal process. Host sites will incur all costs associated with hosting the state golf championship. Schools may not be charged to assist in covering host sites' costs. Host site must provide a minimum of one adult monitor per hole.

The state meet will consist of 36 holes of medal play; eighteen (18) on day 1 and eighteen (18) on day 2. There will be no practice rounds on Sunday for any reason. Should weather become an issue, the WHSAA Commissioner or designee will work with the Tournament Director and/or golf pro of the host site to evaluate options to complete the tournament. The proper action will depend on the circumstances in each case. Depending on the weather forecast, the tournament may be moved to the following week or the practice round may be eliminated and the tournament will start on Thursday, with Saturday being used as a backup in case the tournament could not be finished on the previous two days. Should this option be utilized, no one will be allowed to have a practice round. However, once the schools have all arrived at the site and the weather changes to where 36 holes cannot be completed, a minimum of 18 holes will determine the individual and team placing. If 27 holes can be completed, as long as each gender plays the same nine holes, the 27 hole total will be used.

7.8.63.5 In 4A, there will be a qualifying tournament the week before the State Golf Tournament. The top 20 individual golfers, plus individuals from the top 4 teams who are not in the top 20, will qualify for the State Golf Tournament.

7.8.64 Boys teams may consist of five players with the lowest four scores counting each day for the team score. A school may enter less than four players for medalist play only.

7.8.65 Girls teams may consist of five players with the lowest three scores counting each day for the team score. A school may enter less than three players for medalist play only.

7.8.66 Each competitor will be assigned to either a threesome or foursome, and the pairing of the players will be based upon their team ranking.

7.8.67 Each starting player must finish to determine the team score. No substitution of players will be allowed.

7.8.68 In case of a tie in the team event or in case of a tie for first place in the individual standings, the tie will be broken by a sudden death playoff.

7.8.70 Any unsportsmanlike conduct by a participant shall result in his/her immediate disqualification.

7.8.71 Each school shall be responsible for any local green fees.

7.8.72 TOURNAMENT RULES COMMITTEE

There should be a minimum of three coaches and the local golf pro for the State Tournament Rules Committee. The local pro may be used as a rules interpreter. This rules committee, with the assistance of the local pro, will handle any dispute or doubtful point on the rules. The committee's decision will be final and may not be appealed.

7.8.73 DISQUALIFICATION

All individuals who are disqualified for unsportsmanlike conduct, after being reviewed by the rules committee, cannot have their score count on the day of the disqualification nor during the remainder of the tournament. All other rules of the WHSAA will apply for unsportsmanlike conduct.

7.8.73.1 Each competitor is expected to be properly dressed and neat in appearance. Players will be permitted to wear shorts during competition. However, youngsters wearing inappropriate attire will not be allowed to participate. The tournament director will be responsible for determining what is appropriate. Any participant who in any way conducts him/herself in a manner which would bring discredit upon his/her school shall be disqualified immediately.

Any player who swears or throws a club will be assessed two strokes on the first offense. A second offense will disqualify him/her from the meet.

When a player has completed his round, he will not be permitted to return to the course and act as a gallery for other players.

7.8.74 INJURY OR ILLNESS

Any individual whose name is entered at the start of the tournament, but due to injury or illness, cannot play both days of the tournament, his/ her score can be used on the day he/she participates.

7.8.74.1 All golfers will be allowed the use of push/pull carts throughout the golf season.

7.8.75 HANDICAP PLAYERS

Special requests must be made to the WHSAA Commissioner for permission for special needs due to permanent handicap or injury condition.
In such situations, pull carts or motorized carts will be permitted upon request.

7.8.76 SPECTATORS ON THE COURSE DURING TOURNAMENT PLAY

1. As spectators enter the tournament venue they will be given a list of Wyoming High School golf "spectator guidelines" and be required to sign-in (indicating they understand the rules and risk). **Lanyards will be made available with policy so spectators can visibly display that they have agreed to the guidelines.** This will be done on all tournament days. Coaches are expected to share these guidelines with spectators and fans from their school.

2. No spectator carts are allowed on the course with the following exception: If a spectator has a disabling condition they may rent a cart from the pro shop but will not be allowed to carry another spectator in that cart. Questions of disabling conditions and carts will be handled by the tournament director.

3. Spectators MUST remain in designated viewing areas, on the cart paths or at least 25 yards from all contestants at all times. Spectators are not allowed on the tee or greens at any time. **Tournament directors reserve the right to not allow spectators on their course at any time.**

4. Spectators are specifically instructed not to give any advice or rulings with players. Any verbal and non-verbal contact could be construed as giving advice (Rule 8). Therefore, conversations with players in any form are not permitted. A two (2) stroke penalty may be assessed by the Rules Committee for violation. **Spectators may assist in searching for golf balls to help speed up pace of play.**

5. Spectators must understand there is a risk of injury and assume that risk while they are on or near the golf course.

6. Cell phones must be set on silent and cannot be used to communicate with any player.

7. Coaches will be available to monitor and enforce spectator rules, as part of the tournament staff, determined by the meet director.

*** Enforcement of this policy will be implemented as follows: 1st offense – verbal warning; 2nd offense – the spectator will be asked to leave the golf course.**

For a serious breach of the spectator policy, decisions on future suspensions will be left to the discretion of WHSAA staff.

7.8.78 PLAYING PARTNERS FROM THE SAME SCHOOL

During a state tournament, no two individuals from the same school will be allowed to compete in the same foursome of play. If there is a tie in score from players from the same school, the order in which players will be assigned in the second round will be determined by the coaches seeding them on their team list. This rule does not have to be applied to the golfers in the last ten places or the 2A golfers at the discretion of the tournament director and rules committee.

7.8.80 A golf meet shall not be held during the fall season at the site of the state golf meet for that classification for that year. Exception – The 2A school hosting state golf may host one invitational event during the fall season.

7.8.81 Coaches Supervising On Course of Play

Golf coaches are allowed to supervise on the golf course during play. This supervision and assignment is the responsibility of the Meet Director. There shall be a minimum of one monitor per hole during the State Meet. Coaches will not be allowed to play during the State Meet.

7.8.9 Coaches may give advice to and make themselves available to seek advice from the participants representing that school each day of the competition provided:

1. Up to 3 coaches per team can coach and must be recognized by their school district as coaches.
2. Coaches identify and make themselves known to the rules committee before the start of the competition each day.
3. Coaches may not give advice to, or seek advice from, another school's participants.
4. Coaches may give advice at any time during the stipulated round, and/or during any suspension of play. The advice shall not unduly delay play.
5. Penalty for breach of condition: by a participant – two strokes; by a coach – two strokes will be added to the coach's school's score.
6. The tournament director will have a sign-up sheet near the scoring area for each school to identify their coaches each day. Coaches should wear something for identification purposes.

7.10.0 NORDIC SKIING

7.10.11 The WHSAA recognizes one classification in Nordic skiing. The Nordic Ski season begins with the first allowable practice on Monday of WHSAA calendar week 20 and ends with the State Meet on Friday and Saturday of WHSAA calendar week 34.

7.10.12 Students, while members of the high school ski team, may participate with outside affiliations as long as permission has been given by the local school district.

7.10.20 REGULATIONS

7.10.21 Boys will not compete against girls nor will girls compete against boys, with the exception of mixed format for relays.

7.10.22 Each school may enter no more than one Nordic varsity and one Nordic JV team. Moreover, a contestant can only be entered on one team.

7.10.24 Each skier is limited to 12 contest days per season. A contest is defined as any competition, school or non-school, that takes place during the season. Examples are included, but not limited to: USSA Nordic Ski Meets. Athletes may compete in up to four additional race days if they are independent of the WHSAA ski program and require no additional funding from schools. The State Meet shall not count toward the 12 day contest limit. A Nordic Ski meet shall not be held during the season at the site of the State Nordic Ski Meet for that year. If a school is unable to host the meet at their local area, an alternative site may be chosen by the host school. The host school will be responsible for providing meet help, course preparation and medals.

7.10.27 Final team standings may be announced on the basis of combined point totals for each of the following teams:

1. Nordic Boys
2. Nordic Girls

7.10.28 Nordic Meet Format

1. The state meet format shall consist of one classical race and one freestyle race. The distances of these races shall be 5 and 10 kilometers. These distances will be alternated between the classic and freestyle technique on alternating years. This will begin for the 2015 state meet with a 5K Classic and a 10K Freestyle. The 2016 state meet will have a 5K Freestyle and a 10K Classic. This alternating pattern will then be continued with even and odd numbered years. Each race shall be scored separately and the two scores combined to arrive at cumulative team scores.
2. Regular season meets may vary in format, scoring, and technique with these variables being set at the annual scheduling meeting.
3. Race start times will be determined by the Meet Director.

7.10.30 SCORING

1. The Nordic Relay will be scored as follows: score number of varsity teams present times 3 and drop 3 points for each place.
2. In individual races, points will be given each place in descending order by giving first place 30 points.
3. A maximum of 5 finishers from each school will constitute the team score for that school.
4. Places of all individuals of a team over the maximum of 5 shall be disregarded.

7.10.31 SEEDING

1. It is the coach's responsibility to get his/her seeds to the hosting school no later than Wednesday at 12:00 noon for the Friday race. If possible, both seeds should be turned in by the Wednesday deadline. If seeds are not received by the deadline, the team in violation may be placed at the end of the race.

2. Seed run order is to be randomly drawn by host school for each race including the State Meet for both boys and girls. This is to be kept confidential until all seeds have been presented.

7.10.32 POSTING OF RESULTS

1. It is recommended that a blackboard or similar communicating device be used in the finish area to post the results.
2. “Unofficial results” will be posted as soon as possible after each race and marked as such.
3. Results become "official” 30 minutes after the posting of the final race if there are no protests.
4. It is the host schools responsibility to email (provide) results to the WHSAA, the Casper Star-Tribune and wyopreps.com.

7.10.33 PROTESTS

1. All protests will be submitted to the meet director in writing prior to the race being declared official.
2. A designated race jury consisting of three (3) uninvolved high school coaches will meet at a predetermined location to discuss all protests and finalize results.
3. The decision of the jury is final.

7.10.34 NORDIC RACE CRITERIA

1. Total distance for 2-day competition shall not exceed 20km. No race shall exceed 15km.
2. Race distances shall be set at annual scheduling meeting. If race distance must be changed, changes and rationale for change must be posted at least 2 hours before race starts.
3. It is recommended that the classic technique be on the second day of the meet.
4. Bibs will be assigned in numerical order according to the race draw.

7.10.35 DUTIES OF THE JURY

The jury must ensure that the competition is organized and carried out according to the WHSAA rules. The responsibilities begin when the jury is appointed and are ended when protests from the final competition have been decided.

The jury must clarify and decide: whether a competition shall be postponed, interrupted or cancelled. With difficult weather conditions (e.g., strong wind, high air humidity, heavy snowfall, or high temperature) the Jury may, in consultation with the team coaches of the participating teams and the medical authority responsible for the competition, postpone or cancel the competition. Decisions of the Jury are made by a majority vote.

7.10.36 DESCRIPTION OF THE NORDIC COMPETITION COURSES

Nordic courses must be laid out so that they provide a technical, tactical and physical test of the competitor's qualifications. The degree of difficulty should be in accordance with the level of the competition. The course should be laid out as naturally as possible to avoid any monotony, with rolling undulating sections, climbs, and downhill sections. Where possible, the course should be laid out through woodland.

Rhythm should not be broken by too many sharp changes in direction or steep climbs. The downhill sections must be laid out so that they create a challenge to the competitors. At the same time it should be possible to ski the course even under fast conditions.

In principle, the Nordic course should consist of:

- One-third up hills defined as climbs with a gradient between 9% (1:11) and 18% (1:5.5) with height differences over 10 meters plus some short climbs steeper than 18%.

- One-third undulating, rolling terrain, utilizing all terrain features with short climbs and downhills (with height differences of 1-9 meters).

- One-third varied downhills, demanding versatile downhill techniques.

At WHSAA Nordic competitions the courses may only be used in the direction established for the competition.

7.10.37 TECHNIQUE DEFINITIONS

1. Classical technique includes the diagonal techniques, the double poling techniques, herringbone techniques without a gliding phase, downhill techniques and turning techniques. Single or double skating is not allowed. Turning techniques comprise steps and pushes in order to change directions.
2. Free technique includes all Nordic skiing techniques.

7.10.38 PREPARATION OF THE COURSE

The following are recommendations:

1. Pre-Season Preparation

   Rocks, stones, roots, stumps, brush and similar obstacles should be removed. The course must be prepared before the winter so that they can be raced even with very little snow. Sections of the course that have drainage problems must be corrected. The summer preparations should be of a standard which allows for carrying out of competitions with approximately 30 cm of snow. Special attention must be given to downhill sections and the need for banking the curves.

2. General Preparation for the competition

The course should be completely prepared with mechanical equipment. If heavy machines are used, they should follow the original configuration of the ground as much as possible in order to preserve the undulations of the terrain.

The course must be prepared to the recommended width according to the format of the competition. The course must be prepared so that competitors can ski and pass unobstructed. On slopes where the trails traverse, they must be wide enough to allow for good preparation.

The course must be completely prepared before the official training, correctly marked and with the kilometer signs in place. The testing tracks should have the same preparation as the competition course.

The same conditions must be ensured for all competitors during the competition. If it is snowing or blowing hard, a sufficient number of qualified forerunners and/or course-preparing equipment must be available and utilized in order to maintain constant conditions. This can also include a cooperation between the organizer and coaches from the participating schools in order to utilize qualified forerunners. An action plan has to be prepared.

All use of artificial means in order to improve the glide on the snow are forbidden. In special cases, use of chemicals to preserve a solid surface is allowed.

3. Preparation for Classical Technique

For individual competitions in classical technique a single track should be set along the ideal skiing line of the competition course. The track is normally set in the middle of the course except through curves. In curves there should only be set track where the skis can glide unrestrained in the set track. Where the curves are too sharp and the speed is considered to be too high to stay in the track, the track should be removed. To decide the proper course preparation and track setting, the best competitors and highest possible speed must be taken into consideration.

In curves, the track is to be set close to the fence to avoid the possibility of skiing between the track and the fence.

The ski tracks must be prepared so that ski control and gliding are possible without a lateral braking effect by any parts of the bindings. The two tracks should be set 17-30 cm apart, measured from the middle of each track. The depth of the track should be 2-5 cm, even in hard or frozen snow.

Where two tracks are used, they should be 1.00-1.20 meters apart measured from the middle of each pair of tracks.

The last straight 100 m will be the finish zone. The beginning of this zone must be clearly marked with a colored line. This zone is normally separated into 3 corridors with set tracks. They must be clearly marked and highly visible but not interfering with the skis.

4. Preparation for Free Technique

For individual competitions in free technique, the course must be well packed for a width of at least 4 meters. On downhill sections where the tracks are set they must follow the ideal line of the course.

The last straight 100 m will be the finish zone. The beginning of this zone must be clearly marked with a colored line. This zone is a minimum of 9 meters wide and is separated into 3 corridors that must be clearly marked and highly visible but not interfering with the skis.

5. Preparation for Pursuit Competition

For Pursuit competitions the course must be well packed for a width of at least 6 meters. The start area must be organized using 2-5 start lanes. The width of each lane must be a minimum of 2 meters.

6. Preparation for Mass Start Competitions

The Mass Start should have 100 meters of parallel tracks where the competitors are forbidden to leave their tracks. Then there will be a zone where the course converges into a course width allowing three competitors to ski side by side without interference over major parts of the course. There must be no factors along the course that cause congestion.

The marking of the course must be so clear that the competitor is never in doubt where the course goes.

Forks and intersections on the course must be clearly marked by visible signage, and fences must be placed across unused parts of the course.

On courses up to 15 km one refreshment station must be provided.

Toilets must be installed for competitors near the stadium. They must be easily reached from the stadium.

Notice boards must be used for race information and unofficial results.

7.10.39 RELAY EXCHANGE ZONE

The relay exchange zone should be a rectangle 30 meters long and sufficiently wide, clearly marked and roped off and located on flat or smoothly rising ground near to the start and finish.

7.10.40 COLD WEATHER PRECAUTIONS

There are three main factors to be considered by the jury regarding cold weather safety: the temperature, the duration of the exposure and the clothing and other protection against cold weather. These factors, together with any other relevant information such as the wind chill factor, must be taken into consideration when a decision is made regarding cold weather.

Between minus 15 and minus 25 C

If the temperature level is forecast to be between minus 15 and minus 25 C at any point on the course, recommendations regarding cold weather protection should be made available to the participants. Under such conditions it is the responsibility of the participants to seek the information and to follow the recommendations given by the organizer.

Minus 25 C and below

If the temperature in a major portion of the course is minus 25 C or below, the competition shall be delayed or cancelled.

Warm Weather Precautions

If the temperature is forecasted to rise above 5 degrees C during the course of the competition and exposure to sunshine is expected, recommendations must be given to competitors concerning clothing, skin protection and the need to consume adequate liquid before and during the competition.

7.10.45 STATE MEET CONSIDERATIONS

1. Qualifications for participation in the state meet:
   a. Finish the season in good standing as a member of the affiliated school team.
   b. Student participants earn 1 point per day for starting a WHSAA regular season race. Students must earn 6 points to qualify for participation at the State meet.
   c. Students with extraordinary circumstances such as serious injury may petition the Commissioner for waiver of the rule.
2. Training Opportunities
3. Timing at State Meet should be a fully automated format.
4. State Host: Ensure there is mandatory technique zone for the classic race at state. Moreover, that it is properly marked and included on course maps at State competitions.

7.10.46 COMPETITORS DURING THE COMPETITION

Responsibilities

Skiers are expected to race in school approved uniforms in point and qualifying races to reflect the appropriate spirit of competition. Athletes will be expected to conduct themselves in a sportsmanlike manner.

The competitor is responsible for arriving at the start and starting at the correct time. Competitors must follow the marked course from start to finish and must pass all controllers and behave in a fair manner towards other competitors. They have to cover the whole distance on their skis using only their own means of propulsion. Help from pacemakers or pushing is not allowed.

In all competitions poles may be changed. One ski may be changed if the ski or the binding is broken or damaged. The equipment failure must be proven to the Jury after the competition. Waxing, scraping or cleaning of the competitor's skis during the competition is forbidden. Exception: in classical technique, competitors may scrape their skis to remove snow and ice, and add wax if necessary. The competitor must do this outside the track without help from any other people.

A competitor who is overtaken must give way on the first demand, except in sprint competitions and in marked zones. This applies in classical technique courses even when there are two tracks and in free technique courses when the skier being overtaken may have to restrict his skating action. When overtaken, competitors must not obstruct each other.

Once the competitors enter a zone where corridors are marked they must remain in their chosen corridor unless they are overtaking another competitor.

In Pursuit, Mass start and Relay competitions, competitors or teams, who are lapped, have to abandon the competition, but will be ranked in the results. The competitors must comply with the instructions of competition officials.

7.10.47 OFFICIALS AND OTHERS DURING THE COMPETITION

For order and control on the courses the following principles apply:

1. While giving intermediate times and information to competitors, officials coaches and others are not allowed to run more than 30 meters beside the competitors
2. While doing this work, officials and others can not obstruct competitors

Wax testing and warming up on the ski competition course must always be done in the competition course direction. Anyone testing skis on the competition course must consider the safety of others on the course and the course preparation. Electronic timing devices used for testing skis will not be allowed on the course during the competition.

7.10.48 MARKING OF SKIS (OPTIONAL AT STATE MEET)

Procedure

For purposes of control, both skis are marked immediately before the start. The competitor must come to the official marking place in person and in due time wearing his starting bib.

7.10.49 STARTS, TIMING, FINISH & RESULTS

Starts

A competitor who starts late must not interfere with the start of others.

Mass Start Procedure

Starting positions will be determined by a draw. Each school will draw one lane. Skiers must stay in their lane through the end of the start zone.

Timing

Times will be measured in full tenths of a second. For example, 38:24.38 becomes 38:24.3.

Finish

When using hand timing, the time is taken when the competitor's first foot crosses the finish line.

In case of electronic timing, the time is taken when the contact is broken. The measuring point of the light or photo barrier must be at a height of 25 cm above the snow surface.

The finish referee is responsible for keeping a list of the order in which the competitors cross the finish line. He/she gives this list to the chief of timekeeping.

Results

The results are calculated by taking the difference between the finish and start times. If two or more competitors have the same time, they shall have the same placing on the result list.

The unofficial result list will be distributed and posted on the official notice board as soon as possible after the completion, with the time of its publication noted. The Jury must deal with any infractions or protests within 30 minutes of the posting of the 2nd race. The result list becomes official immediately following the Jury's decision.

7.10.49.5 Whenever a school moves into or out of a different classification, the WHSAA Commissioner will adjust the State Site Rotation for the classifications involved. Should a school request to be added to the rotation, the Commissioner will make a recommendation to the WHSAA Board as to where the school should be placed in the rotation.

The State Nordic State Site Rotations may be found on the WHSAA web site under “State Events”.

7.10.5 ALPINE SKIING

7.10.50 The WHSAA recognizes one classification in Alpine skiing. Alpine Skiing starts with the first practice on Monday of WHSAA Calendar Week 21 and ends with the State Meet on Friday and Saturday of WHSAA Calendar Week 35.

7.10.51 Students, while members of the high school ski team, may participate with outside affiliations as long as permission has been given by the local school district.

7.10.52 Student participants earn 1 point per day for starting a WHSAA regular season race. Students must earn 6 points to qualify for participation at the State meet. Students with extraordinary circumstances such as serious injury may petition the Commissioner for waiver of the rule.

7.10.53 REGULATIONS

7.10.54 A Varsity Team may consist of up to five boys and five girls per event. Boys will not compete against girls. Boys and girls Alpine teams will be scored separately.

7.10.55 A “JV” team may consist of up to five boys and five girls per event.

7.10.56 Each school may enter no more than one varsity and one JV team. Moreover, a contestant can only be entered on one team.

7.10.57 It is recommended that meets consist of two days of racing.

7.10.58 Each skier is limited to 12 contest days per season. A contest is defined as any competition, school or non-school, that takes place during the season. Examples are included, but not limited to: USSA Ski Meets. Athletes may compete in up to four additional race days if they are independent of the high school racing program and require no additional funding from schools. The State Meet shall not count toward the 12 day contest limit. Each school may host one meet during the competitive season. If a school is unable to host the meet at their local area due to snow conditions or other extenuating circumstances, that school which is involved can either:

1. trade dates with another school
2. host at another site
3. reschedule the meet
4. cancel the meet as a last option.

In the event the meet is postponed, a first and second make-up date will be built into the schedule and the postponed meet changed to the first available date. All coaches and athletic directors of the competing schools will be notified at the earliest possible time.

7.10.59 Final team standings will be announced on the basis of combined point totals for each of the following teams:

1. Slalom
2. Giant Slalom

7.10.60 RACE ANNOUNCEMENTS

1. The host team must publish an announcement for their event. The announcement should include: date and place of competition, names of principal officers, start time, lift ticket price, and fax number or address of entry submission location.
2. Announcements will be handed out at prior meet by host school to all head coaches. A copy will also be faxed or mailed to competing schools.
3. Announcements for the first meet of the year will be sent out 2 weeks prior to competition; state meet announcement should also be mailed 2 weeks prior to the state meet by the WHSAA.

7.10.61 COACHES MEETINGS

1. Each head coach or designee will be required to represent their team at all meetings. Meetings will take place each morning at least one hour before competition begins. If necessary, a meeting may be held upon completion of the race. It is at these meetings, the Jury, additional course setters, location of scoreboard, DQ board, and place/time of awards ceremony are to be set or announced.

7.10.62 SCORING

1. Points will be given each place in descending order by giving first place 18 points, second place 17 points, and on down in descending order to 18th place 1 point.
2. In case of a tie add the points together and divide by the number of tied participants.

7.10.63 SEEDING

1. The order in which racers are listed on the entry form will determine the seed. The host school will receive seeds no later than 9:00 P.M. on Wednesday preceding the meet. Late entries will run at the end of their field.
2. The first seed start order, male and female, will be drawn randomly for each day. Each consecutive seed will be rotated appropriately for each of the 4 (2 male, 2 female) races per meet. JV order from each school will coincide with Varsity run order.

6 TEAM ROTATION						
	T1	T2	T3	T4	T5	T6
START ORDER	1	2	3	4	5	6
	12	7	8	9	10	11
	17	18	13	14	15	16
	22	23	24	19	20	21
	27	28	29	30	25	26

7 TEAM ROTATION							
	T1	T2	T3	T4	T5	T6	T7
START ORDER	1	2	3	4	5	6	7
	14	8	9	10	11	12	13
	20	21	15	16	17	18	19
	26	27	28	22	23	24	25
	32	33	34	35	29	30	31
	38	39	40	41	42	36	37

7.10.64 POSTING RESULTS

1. It is required that results be posted in the finish area. A speaker system is also recommended.
2. Any disqualifications will be posted on an official scoreboard within 30 minutes after the completion of race class (e.g., girls varsity, boys varsity, etc.).

7.10.65 AWARDS

1. Medals will be given to the first 5 varsity racers, girls and boys, in slalom and giant slalom.
2. Ribbons will be given to the first 5 JV racers, girls and boys, in slalom and giant slalom.
3. It is the host schools' responsibility to provide the awards except for the State Meet.

7.10.66 OFFICIAL SEASON STATISTICS

1. Statistics will be kept for all events, both individual and team.
2. It is recommended that 2 statisticians (coaches) keep records.
3. It is the responsibility of the host school to forward results to the statistician and to the state media as soon as possible. Each school is required to forward results to their local media.

7.10.67 THE JURY

1. The following members of the Jury, who are members of the Wyoming Coaches Association or USSCA or certified high school coaches, are responsible for the technical matters within the closed competition area:
   a. Chief of Race
   b. Coach Delegate
   c. Coach Delegate

2. Duties of the Jury
   The Jury monitors the adherence to the rules throughout the entire race.
   A meet or race begins with first coaches meeting and ends (if no protest is submitted) at expiration of protest deadline.
   The coach and or school sponsor of skier/school involved in protest cannot be on jury. An alternate shall take the place of the affected coach/ sponsor.

   In the decisions of protests, the Chief of Race is the chairman of the jury. He/she will conduct the meeting and the other two members are voting members. The Chief of Race only votes in the case of a tie.
   - Checking the racecourse and the set courses
   - Checking the snow conditions
   - Checking the preparation of the course
   - Approving the use of snow compactors and other chemicals
   - Checking the crowd control system
   - Checking the start, the finish area and the run-out from the finish
   - Checking the first aid service
   - Overseeing the work of the course setters
   - Checking the gate flags
   - Determining the manner of the course inspection
   - Inspection of the course before the race
   - Changing the start order in consideration of course conditions and in extraordinary conditions
   - Giving instructions to and obtaining information from the gate judges
   - Granting of re-runs
   - Cancellation of the race (beforehand) if snow conditions are unsuitable if the recommendations of the Chief of Race report have not been carried out
   - Shortening the course, if snow or weather conditions make this appear necessary
   - Determine how to handle termination of the race by holding coaches meeting
   - Report disciplinary problems
   - Decisions on protests
   - Issue of particular directives throughout the entire event
   - In general, the Jury makes decisions on all questions not clarified by the WHSAA Alpine Ski Rules.

3. Jury schedule rotation will be adopted at the coaches spring scheduling and rules meeting following the conclusion of the season.

   a. Laramie ~ Cody, Jackson, Kelly Walsh, Natrona County, Pinedale, Laramie
   b. Kelly Walsh ~ Laramie, Pinedale, Jackson, Cody, Natrona County, Kelly Walsh
   c. Cody ~ Kelly Walsh, Laramie, Natrona County, Pinedale, Jackson, Cody
   d. Natrona County ~ Jackson, Cody, Pinedale, Kelly Walsh, Laramie, Natrona County
   e. Pinedale ~ Natrona County, Kelly Walsh, Laramie, Jackson, Cody, Pinedale
   f. Jackson ~ Pinedale, Natrona County, Cody, Laramie, Kelly Walsh, Jackson

7.10.68 DISQUALIFICATIONS

1. A competitor is disqualified by the jury if he/she:
   a. does not fulfill the eligibility rules of the WHSAA
   b. violates any WHSAA alpine ski competition rules
   c. acts in an inappropriate manner towards the members of the jury, coaches, or other race officials
      1) Inappropriate conduct by a competitor includes, but is not limited to, willful failure to follow the directions of a meet official, using profanity or any action which could bring discredit to the individual of his/her school and results in disqualification from that event.
      2) Unsportsmanlike conduct is behavior which is unethical or dishonorable. It includes, but is not limited to, disrespectfully addressing an official, any flagrant behavior, intentional contact, taunting, criticizing an opponent and other team/school personnel. Results in disqualification from meet.
   d. participates in the race under false pretenses
   e. does not wear the official bib and number of his/her school or alters said bib in any manner
   f. endangers the safety of persons and/or property
   g. trains on a course closed for competitors
   h. alters the course in any manner
   i. acts contrary to the instructions of the jury as to the execution of the training or race
   j. fails to cross the gate lines between the poles of the gates with both ski tips and both feet
   k. fails to cover the course on skis
   l. accepts outside help of any manner
   m. fails to give way to an overtaking competitor at the first call or interferes with his/her run. A competitor who has been overtaken is disqualified.

7.10.69 RERUNS

1. Prerequisites

A competitor who is obstructed while racing must stop immediately after the incident takes place and apply to any race jury member or course official for a rerun. The competitor must make his/her way to the finish area along the side of the course. In special situations (e.g., in case of missing gates or other technical failures), the jury and/or race official may order a rerun.

2. Grounds for Interference

Grounds for interference may include:
a. blocking of the course by an official, spectator, animal, or other obstruction
b. blocking of the course by a fallen competitor who did not clear the course soon enough
c. objects in the course such as a lost ski pole or ski of previous competitor
d. activities of the first-aid service that obstruct the racer
e. absence of a gate knocked down by a previous competitor and not promptly replaced
f. malfunction of the timing equipment

3. Validity of a rerun

In the case where a jury member or course official is unable to judge the justification for a requested rerun, they may grant a provisional rerun so as to avoid a delay for the competitor. This rerun will be valid only if it is confirmed by the jury.

If the competitor was already disqualified before the incident entitling him/her to a rerun, the rerun is not valid.

The definitively approved run remains valid even if it proves faster or slower.

If the claim for the rerun is shown to be unjustified, the competitor is disqualified.

4. Start time of a rerun

The competitor should immediately report to the assistant starter and be placed in the start sequence at the earliest possible time.

7.10.70 PROTESTS

1. Protests are to be submitted to the Jury by the competitor's high school coach.
2. Protest period will be within 30 minutes after posting of DQ's.

7.10.71 SETTLEMENT OF PROTEST BY THE JURY

1. The Jury meets to deal with protests at predetermined place and time.
2. In dealing with protests against disqualification, the gate judge, and if needed, the gate judge of the adjacent gate combinations or other involved officials, the racer in question, and the protesting coach shall be invited to attend.
3. In addition, any other requested or offered evidence, such as videotape, photos, films, etc., should be checked.
4. At the vote on protest, only the Jury members are to be present. The Chief of Race chairs the proceeding. Protest forms are to be signed by all voting members of the Jury. The decision requires a majority of all voting members of the Jury, not just of those present. In the case of a tie, the Chief of Race's vote is decisive.
5. The decision of the Jury will be final.
6. There will be no further appeal.

7.10.72 ALPINE RACE CRITERIA

1. TIMING
   a. Functional electronic timing will be used as primary timing device.
   b. Hand times must be used as back up timing.
   c. All time will be recorded in seconds out to the hundredth.

2. EVENT SAFETY
   a. Adequate radio coverage is required for safety.
   b. Proper fencing and safety precautions should be taken to protect athletes. Any coach should make suggestions to Chief of Race for any safety issues.
   c. Replacement gates will be inserted into snow panel first.
   d. Skiers along course should be stopped while a racer is in his/her proximity.

3. COMPETITOR RESPONSIBILITY
   a. Functional ski brakes are required for competition.
   b. Helmets manufactured for ski racing are required for all competitors in WHSAA events.
   c. Goggles are required for competition.
   d. Competitors who do not attend the State Meet awards ceremony without a valid excuse lose their claim to any award.
   e. Should be familiar with all WHSAA rules.
   f. Must be at the start prior to competitors seeded position, or, athlete will run at end of field.

4. BIBS

a. Bibs will be assigned to each competing school for the entire season as follows:
b. Girls – Odd Numbers
c. Boys – Even Numbers

School	Varsity #s	JV #s
Cody	1 - 10	126 – 135
Jackson	11 – 20	116 – 125
Kelly Walsh	21 – 30	136 – 145
Laramie	31 – 40	106 – 115
Natrona Co	41 – 50	96 – 105
Pinedale	51 – 60	86 – 95
Powell	61 – 70	76 – 85
Available Team	71 – 75	146 & UP

7.10.73 COMPETITION

1. RACE VENUES
   a. While some areas have better terrain for certain disciplines, all race venues can be used as needed for either discipline.
   b. The recommended site(s) for hosting the State Championship meet should be legally homologated slalom and giant slalom hills with man-made snow on their race lanes. The WHSAA Board is responsible for selecting the site(s).

2. EVENT ORDER
   a. Girls Varsity will run first each day followed by the boys field. JV girls will run before JV boys field.
   b. In the second run of each race the ten fastest varsity finishers from the first run will start in reverse order of finish with the remainder of the varsity fields starting in order of their finish.
   c. All DNF's, DQ's, and DNS's will run at the end of the extra field if time allows. Their start order will be determined by first come basis.
   d. Start times will be 10:00 A.M. unless otherwise indicated.

3. FORERUNNERS
   a. A maximum of 4 forerunners will be used before each varsity field.
   b. Coaches and seeded competitors cannot forerun.
   c. Must be of appropriate skiing competency.
   d. Host team will select forerunners.
   e. If possible, forerunners should start approximately 5-10 minutes before scheduled start time.
   f. Forerunners times should be published.

4. START CADENCE
   a. The start cadence will be as follows:
      Racer 10 seconds…
      Ready…
      HUP! (when racer opens start wand).
   b. The racer may leave the start any time during the "ready" command.
   c. In the event the athlete leaves the start before the "ready" command is given a false start has occurred.
   d. In the case of a false start one restart will be granted, provided the competitor has not passed the second gate.

5. EQUIPMENT FAILURE AND LOSS
   a. Any skier with equipment failure or loss in the starting gate will be granted a restart provided he/she has not passed through the second gate.
   b. Loss of a ski will result in immediate disqualification for both slalom and giant slalom, with the exception of the last two gates, which may be finished on one ski, or with both feet in case of a fall in the immediate finish area.

7.10.74 COURSES

1. SLALOM

COURSE SETTINGS

Vertical drops should be between 100 meters and 200 meters.

GATES

Single pole slalom must be used. Single pole slalom has no outside pole, except for the first and the last gate, a delay gate and combinations (hairpin, vertical). Where there is not outside pole, both feet and ski tips must have passed the turning pole on the same side, following the natural race line of the slalom. The natural race line is an imaginary line from turning pole to turning pole, which the racer has to cross. If the racer has not correctly passed the natural race line, then he/she has to climb back up and pass around the missed turning pole.

Consecutive gates must alternate in color (red and blue).

Maximum distance between turning gates: 12m
Recommended distance between turning gates: 8.5 – 10.5m
Recommended distance between poles in combinations: 4.5 – 6m
Recommended course length: 40 – 60 direction changes

COURSE:

The ideal slalom course must include a series of turns designed to allow the competitors to combine speed with neat execution and precision of turns.

The slalom course should permit the rapid completion of all turns. The course should not require acrobatics incompatible with normal ski technique. It should be a technically clever composition of figures suited to the terrain, linked by single and multiple gates, allowing a fluent run, but testing the widest variety of ski techniques, including changes of direction with very different radii.
Gates should never be set only down the fall line, but so that some full turns are required, interspersed with traverses.

PREPARATION OF THE COURSE:

Slalom competitions must be raced on a slope that is as hard as possible.

WIDTH

The course should normally be 40 meters wide if two runs are set on the same terrain.

NUMBER OF GATES AND COMBINATIONS OF GATES:

Slalom must contain horizontal (open) and vertical (closed) gates as well as vertical combinations consisting of three to four gates and at least two hairpin combinations.

SETTING

In setting a slalom, the following principles should be observed:

- Avoid monotonous series of standardized combinations of gates
- Gates that impose too sudden, sharp braking should be avoided, as they spoil the fluency of the run without increasing the difficulty a modern slalom should have
- Before difficult combinations of gates, it is advisable to set at least one gate which allows the competitor to ski through the difficult combination under control
- It is not advisable to set difficult figures, either right at the beginning or end of the course. The last gates should be rather fast, so that the competitor passes the finish at a good speed
- The last gate should not be too close to the finish. It should direct competitors toward the middle part of the finish.

2. GIANT SLALOM

COURSE SETTINGS

Vertical drop should be between 200 meters and 450 meters.

GATES

A giant slalom gate consists of 1 single GS gate/panel.

The banners are to be approximately 75 cm wide and 50 cm high. They are fastened between the poles so that the lower edge of the flag is approximately 1 meter above the snow and must be capable of tearing or breaking away from the pole.

Single Gate Giant Slalom must be used. Single gate giant slalom has no outside gate, except for the first and the last gate, and delayed gates. Where there is no outside gate, both feet and ski tips must have passed the turning pole of the turning gate on the same side, following the natural race line of the Giant Slalom. The natural race line is an imaginary line from turning pole to turning pole, which the racer has to cross. If the racer has not correctly passed the natural race line, then he/she has to climb back up and pass around the missed turning pole.

Consecutive gates must alternate in color (red and blue)

Maximum distance between turning gates: 30m
Recommended distance between turning gates: 22 – 26m
Recommended course length: 30 – 40 direction changes

The giant slalom should be set so that the number of gates is equal to 11-15% of the vertical drop in meters. A slope of 300 meters should have from 36 to 45 gates.

COURSE

The terrain should preferably be undulating and hilly. The course should normally have a width of approximately 30 meters.

SETTING

In setting a giant slalom, the following principles should be observed:

- Both runs can be set on the same course, but the second run must be re-set
- The skillful use of the ground when setting a giant slalom is, in most cases, even more important than for slalom, since combinations play a less important role owing to the prescribed width of the gates and the greater distances between them. Therefore, it is better to set mainly single gates, while exploiting the ground to the utmost. Combinations can be set, but mainly on uninteresting terrain

- A giant slalom consists of a variety of long, medium and small turns. The competitor should be free to choose his own line between the gates. The full width of a hill should be used whenever possible.

3. USE OF SLALOM POLES
   a. All poles used in the alpine disciplines are described as slalom poles and are subdivided into rigid poles (bamboo or polycarbonates) and polycarbonate (plastic) flex poles.
   b. A slalom gate consists of two slalom poles, flex poles must be used for turning gates, flex poles are suggested to be used for target gates, rigid (bamboo or polycarbonate) poles may be used.
   c. A giant slalom gate consists of 4 slalom poles and 2 flags, 2 flex poles may be used for the turning gates, but a flex and a fixed polycarbonate pole combination is acceptable. Flex poles are suggested for the target gates, rigid (bamboo) poles may be used.
   d. Dye, chalk, or other marking substance will be used to give visible reference of a gate in snow, due to gate loss or breakage.

4. COURSE SETTERS
   a. All courses must be set by a USSCA certified course setter or certified high school coaches and accepted by the jury.
   b. It is required, that a host school coach will set only one course per day. It is necessary that other qualified setters are utilized to vary setting styles and challenge multiple skier abilities.

5. INSPECTION OF COURSES
   a. Competitors are allowed to study the course after its final setting, either by climbing on skis or by slowly skiing down alongside of the course. The Jury decides the method of inspection. Skiing through a gate or practicing turns parallel with the course may result in disqualification. Linking two or more turns within the race arena will result in disqualification.
   b. Competitors must visibly carry their start bibs.
   c. Competitors will be given one hour for inspection of courses which may be cut to no less than 30 minutes upon jury approval.

7.10.75 PASSAGE OF GATES; CORRECT PASSAGE:

A gate has been passed correctly when both the competitor's ski tips and boots have passed across the gate line. If a competitor loses a ski without committing a fault within two gates of the finish, the tip of the remaining ski and both boots must have passed the gate line. This rule is also valid when a competitor has to climb back up to a gate.

The gate line in slalom and giant slalom is the imaginary shortest line between the turning gate and the outside gate.

In the event that competitor removes a pole from its vertical position before both the competitor's ski tips and boots have passed the gate line, the ski tips and boots must still pass the original gate line (marking in the snow).
Once a competitor crosses the finish line in any manner the run is finished.

7.10.76 STATE MEET REGULATIONS
a. No JV competition at State Meet.
b. 6 entries from each school (girls and boys), plus 1 alternate per gender.
c. The host school will determine the number of extras to be run.
d. The top 5 skiers from each school will be scored for team points.
e. Places of all individuals of a team over the maximum of 5 shall be disregarded.
f. Boys and Girls State Team Champions will be determined as a result of the points accumulated during the State Meet.
g. It is recommended that a Technical Delegate be used at the State Meet.

7.11.0 SOCCER

7.11.0 The WHSAA recognizes two classifications in soccer. The schools with the 16 largest enrollments shall be 4A and the remaining schools shall be 3A.

7.11.2 Soccer matches may be played on a regulation football field.

7.11.25 The soccer season begins with the first allowable practice on Monday of WHSAA calendar week 36. The first allowable contest date is on Thursday of calendar week 37. The WHSAA State Tournament will be Thursday, Friday and Saturday of WHSAA week 46.

7.11.3 Soccer Team and participant limitations:

1. 3A Soccer: Teams shall be limited to fourteen (14) regular season contests.
2. 4A Soccer: Teams shall be limited to sixteen (16) regular season contests.
3. General Provisions (apply to both 3A and 4A):
   a. A 160 minute jamboree shall count as two contests.
   b. Regular matches involving two teams shall count as one.
   c. Participation in a regular season tournament shall count as two contests.
   d. Each member school is limited to one regular season tournament.
   e. A player may not participate in more than three halves per day. Exception: When two contests at the same level are scheduled in one day, then four halves are permitted.
   f. Overtimes are considered part of the second half.
   g. Entering a contest for one live ball period counts as a half of participation.
   h. As per WHSAA rule 1.4.2, the contest in which a participant exceeds the limitation shall be forfeited.

7.11.31 Soccer Showcase

A player may participate in a college showcase tournament during the first week of practice (week 36). If a player participates in the showcase, those days will not count toward the 9-day practice rule. This is the only time during the soccer season that a college showcase will be allowed. Attendance at any other showcase during the soccer season will be in violation of Rule 5.8.0 and the player will become immediately ineligible.

7.11.35 Soccer Jamboree

Soccer teams are allowed to participate in a soccer jamboree with a limit of 160 minutes of playing time during the jamboree for each team. A jamboree counts as two contests towards the fourteen game limit.

7.11.36 Scoreboard Clock

Soccer will utilize a scoreboard clock on-site when available. The official time for all varsity soccer matches will be kept on the clock. Schools should have a clock operator trained on NFHS Soccer signals for stopping/starting the clock.

7.11.40 Regular Season Overtime Procedures

4A Procedure
When a regular season game ends in regulation with a tied score, that shall be the end of the contest. It does not matter if the game is a conference game or non-conference game. Points will be awarded according to 7.11.42 to seed the Regional Tournament.

3A Procedure

1. A representative from the coaching staff of each team, officials and team captains shall assemble at the halfway line to review the procedure as outlined below:
    a. The head referee shall choose the goal at which all of the kicks from the penalty line shall be taken.
    b. Each coach will select and identify to the officials any five players, including the goalkeeper, on or off the field (except those who may have been disqualified) to take the kicks.
    c. A coin toss shall be held as in Rule 5-2-2 (e). The team winning the toss shall have the choice of kicking first or second.
    d. Teams will alternate kickers. There is no follow-up on the kick.
    e. The defending team may change the goalkeeper prior to each penalty kick.
    f. Following five kicks for each team, the team scoring on the greatest number of these kicks shall be declared the winner.
    g. Add one goal to the winning team score and credit the team with a victory.
2. If the score remains tied after each team has had five kicks:
    a. Each coach will select five different players than the first five who already kicked to take the kicks in a sudden victory situation, wherein, if one team scores and the other team does not score, the game is ended without more kicks being taken.
    b. If the score remains tied, continue the sudden victory kicks with the coach selecting any five players other than the previous five to take the next set of alternating kicks. If a tie still remains, repeat 3-a.
3. This would eliminate ties during the regular season. The winning team would get three points for a win in regulation, two points for a shootout win and the losing team will get 1 point for tying in regular time.

7.11.41 The official WHSAA tournament ball will be provided by Baden.

7.11.41.5 WHSAA State Soccer Tie Game Procedure

When the score is tied at the end of the regulation time, the referee will instruct both teams to return to their respective team boxes. There will be five minutes during which both teams may confer with their coaches. The head referee will instruct both teams as to proper procedure:

1. There shall be two full ten-minute overtime periods (note - not sudden victory):
    a. A coin toss shall be held as in Rule 5.2.2 (e).
    b. At the end of the first ten-minute overtime period, teams shall change ends.
2. If the score still remains tied, a representative from the coaching staff of each team, officials and team captains shall assemble at the halfway line to review the procedure as outlined below:
    a. The head referee shall choose the goal at which all of the kicks from the penalty line shall be taken.
    b. Each coach will select and identify to the officials any five players, including the goalkeeper, on or off the field (except those who may have been disqualified) to take the kicks.
    c. A coin toss shall be held as in Rule 5-2-2 (e). The team winning the toss shall have the choice of kicking first or second.
    d. Teams will alternate kickers. There is no follow-up on the kick.
    e. The defending team may change the goal keeper prior to each penalty kick.
    f. Following five kicks for each team, the team scoring on the greatest number of these kicks shall be declared the winner.
    g. Add one goal to the winning team score and credit the team with a victory. An asterisk (*) may be placed by the team advancing to indicate the advancement was the result of a tie breaker system.
3. If the score remains tied after each team has had five kicks:
    a. Each coach will select five different players than the first five who already kicked to take the kicks in a sudden victory situation, wherein, if one team scores and the other team does not score, the game is ended without more kicks being taken.

b. If the score remains tied, continue the sudden victory kicks with the coach selecting any five players other than the previous five to take the next set of alternating kicks. If a tie still remains, repeat 3-a.

7.11.42 Conference Standings

The following criteria will be used to determine conference standings:

a. 3 points will be given for each win, 1 point for each tie, and 0 points for each loss in division play.
b. If two teams tie, the team with the better head to head record is declared the winner. If a tie still exists, compare the records of the tied teams against the record of the highest ranking non-tied division team. Continue through the Division Standings until the tie is broken. If a tie still exists, compare the tied teams records against non-division opponents. This criteria is to be used only if the site of the competition was at home for all the tied teams or at the common opponent's home site for all tied teams. If a tie still exists, the team with the fewest goals allowed during divisional play will gain the advantage. Should the tie remain after this consideration, the WHSAA Commissioner will flip a coin.
c. If three teams tie in the league standings and one did not lose to the other two teams, it would be given the advantage. If one team lost to both of the other teams involved, it would lose the advantage. At this point, apply the tie breaking procedures outlined in 'b' above.
d. If any other multiple tie exists, the WHSAA Commissioner will resolve the conflict.

7.11.44 Non-Conference Schedule

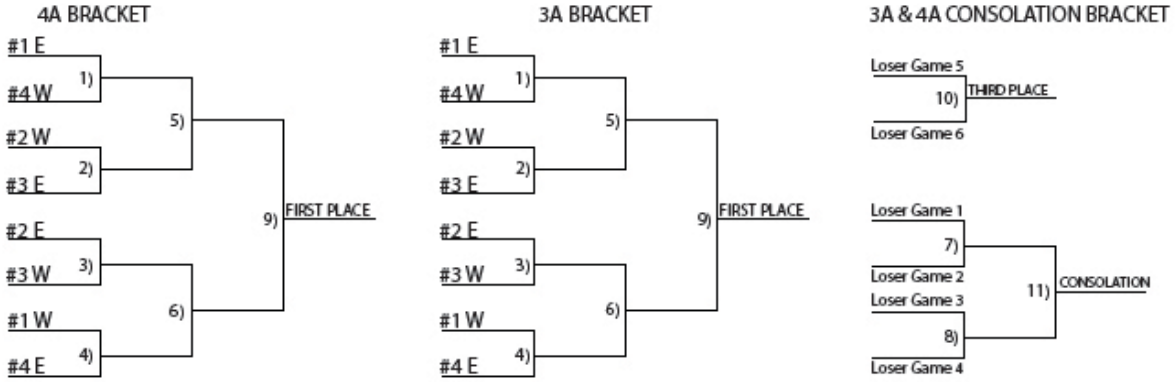
Teams are free to schedule non-conference games and jamborees up to a limit of fourteen contests including conference matches.

Scheduling, especially non-conference events, is accomplished at the November WHSAA Scheduling Meeting and would be finalized upon the approval of all soccer schools.

7.11.45 Roster Limits

No more than twenty-two (22) players can be in uniform for any post season tournament contest. The twenty-two players whose names are entered on the official scorebook/roster for the first tournament contest, shall be the only players used for the entire tournament. Violation of this provision shall cause forfeiture as per WHSAA Rules 5.0.7 and 1.4.0 (Refer to Rule 7.3.0 for definition of a contest).

7.11.46 STATE MEET



7.11.5 SOFTBALL

7.11.50 The WHSAA recognizes one classification in Softball.

7.11.51 The softball season begins with the first allowable practice on Monday of WHSAA calendar week 36. The first allowable contest will on Thursday of calendar week 37. The softball season will end with the State Tournament on calendar week 46.

7.11.52 Teams are limited to 26 games, exclusive of the State Tournament. Teams would be allowed to participate in one tournament, which shall count as two contests toward the maximum limit. This limit shall apply to all squads.

During the season a team may play no more than 3 games a day.

7.11.53 No game shall be played except those scheduled by and entirely under the control of the competing schools or the WHSAA.

7.11.54 The starting pitcher in a varsity game may not pitch in a JV contest on the same day unless there is an injury or extenuating circumstances. The Commissioner or designee are the only ones who can approve a waiver to this rule.

7.11.55 The playing rules as authorized and published by the National Federation of State High School Associations for the current year shall be followed for all games. By NFHS rule, the WHSAA will follow the following modifications:

1. **Protective Mask:** On defense, the positions of pitcher, third (3rd) base and first (1st) base must wear a protective mask. The mask must be unadorned and a single solid color (excluding padding).

2. **Length of 1st Game of Varsity Doubleheader:** Game shall be a seven inning game except for the following run rules:
   a. When a team is ahead by 12 runs after three innings of play.
   b. When a team is ahead by 10 runs after four innings of play.
   c. When a team is ahead by 8 runs after five innings of play.

   Length of 2nd Game of Varsity Doubleheader: Game shall be a seven inning game except for the following rules:
   a. When a team is ahead by 12 runs after three innings of play.
   b. When a team is ahead by 10 runs after four innings of play.
   c. When a team is ahead by 8 runs after five innings of play.
   d. No new inning can start after the time limit of 1 ½ hours has been reached.

3. **Called Game:** If weather or darkness causes a tied game to be called, such game shall be considered a suspended game and shall be continued from the point of suspension at a later time.
   a. If a game is called before five full innings have been played and the score is not tied, such game shall also be considered a suspended game, unless the home team has scored the greater number of runs in four or four-and-a-fraction turns at bat than the visiting team has scored in five turns at bat, in which case it is a regulation game.

4. **Ball:** A 12" ball shall be used. The yellow optic ball may be used for league play. WHSAA tournament softballs will be provided by Baden.

5. **Tie-Break Procedure:** Beginning in the top of the eighth inning or upon reaching the predetermined time limit, the last batter from the previous inning will be placed on second base at the beginning of each half inning with the game then proceeding in a normal manner until a winner is decided.

7.11.56 WHSAA registered umpires must be used for all interscholastic contests. At least two umpires must be used for all games.

7.11.57.0 STATE TOURNAMENT

7.11.57.1 No more than eighteen players can be in uniform for any regional or state tournament contest. The eighteen players whose names are entered in the official scorebook for the first tournament contest, shall be the only players used for the entire tournament. Violation of this provision shall cause forfeiture as per WHSAA rules 5.0.7 and 1.4.0 (Refer to Rule 7.3.0 for definition of a contest).

7.11.57.2 At the State Tournament, the home team for round one games shall be the higher seed and placed on the top of the bracket. In subsequent rounds, the home team shall be the higher seed. If both seeds are the same, the seed will be determined by a coin flip. The home team dugout shall be on the first base side.

7.11.57.3 When the State Tournament facility's fences do not meet the NFHS standard distance for the home run fence, a fence shall be installed at 210', if possible.

7.11.57.4 The State Tournament will be a double elimination format. Game times will be determined by the WHSAA and tournament director.

7.11.57.5 State Tournament games suspended because of weather and/or darkness will be resumed from the point of interruption and 7 innings completed unless the 10-run rule is reached.

7.11.57.6 Inclement weather procedure for State Tournament. In the event the State Tournament cannot take place in its scheduled format, the following procedure will be used:

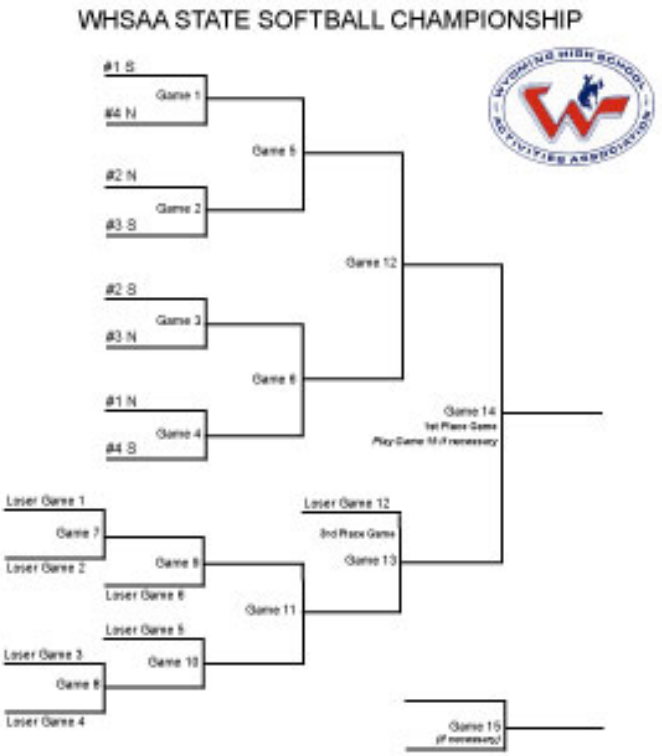
1. The WHSAA representative and tournament director will evaluate all possible modifications.

2. Games will be shortened to 5 innings until original game schedule can be resumed.

3. All games on the consolation side of the bracket will be cancelled. Championship semifinal games will be 5 innings.

4. The length of championship games will be determined by the tournament director and the WHSAA.

5. If more than 4 teams remain in the tournament, and it is not possible to get the games in, the tournament may be cancelled.



7.12.0 SWIMMING AND DIVING

7.12.1 The WHSAA recognizes two classifications in swimming. The schools with the 16 largest enrollments shall be 4A and the remaining schools shall be 3A.

7.12.2 Only WSOA/WHSAA registered officials may be used on the deck.

7.12.3 The girls swimming and diving season begins with the first allowable practice on Monday of WHSAA calendar week 7. The first allowable contest date is on Thursday of calendar week 8. Each swimmer and/or diver is limited to 18 contest days per season. A contest is defined as any competition, school or non-school, that takes place during the season. Examples are included, but not limited to: USA Swim Meets. The State Meet shall not count toward the 18 day contest limit. The swimming and diving season will end with the State Meet on Saturday of week 18.

The boys swimming and diving season begins with the first allowable practice on Monday of WHSAA calendar week 22. The first allowable contest date is on Thursday of calendar week 23. Each swimmer and/or diver is limited to 18 contest days per season. A contest is defined as any competition, school or non-school, that takes place during the season. Examples are included, but not limited to: USA Swim Meets. The State Meet shall not count toward the 18 day contest limit. The swimming and diving season will end with the State Meet on Saturday of week 33.

7.12.4 Telephone swim meets and intrasquad meets are not allowed as a means of qualifying for the state swim meet.

7.12.5 Swimmers swimming the first leg of the 200 Freestyle Relay are eligible to qualify for the 50 Freestyle. Swimmers swimming the first leg of the 400 Freestyle Relay are eligible to qualify for the 100 Freestyle. The lead off swimmer of each relay must be listed first on the relay card.

7.12.60 Exhibition swimmers will be permitted to swim and qualify for the state meet provided they meet all WHSAA eligibility and rule requirements.

7.12.61 The WHSAA allows participation in swimming during the school year if such participation is in authorized AAU programs, cultural exchange programs, or other programs sanctioned by the Activities Association.

7.12.70 STATE MEET

7.12.71 All Schools that compete in swimming and diving are eligible for the State Meet. An accurate and complete record of meet results must be retained, as season times will be used in assigning heats and lanes at the State Meet.

7.12.72 Before individuals may compete in individual swimming or diving events at the state swimming meet, they must have qualified during the season. There is no qualifying time for relays.

7.12.73 Each school may enter unlimited athletes in each individual event and no more than one team in each relay. All athletes entered in individual events must have met the qualifying standard in that event. Only 4 athletes are eligible to advance and place in consolation or championship finals in swimming and the final 12 in diving from any given team. Only four athletes from each school may score per event.

7.12.74 The contestant may enter four events, two of which must be a relay.

7.12.75 Schools may enter their relay teams without individual names. It shall not count as an entry unless the competitor actually competes in the event. Any individual listed on the team's entry sheet may swim in the prelims, swim offs and/or finals provided he/she does not exceed the permitted number of events.

7.12.80 In the state meet the list and order of events will be as follows:

1. 200 Medley Relay	4. 50 Freestyle	7. 100 Butterfly	10. 100 Backstroke
2. 200 Freestyle	5. One Meter Diving	8. 100 Freestyle	11. 100 Breaststroke
3. 200 Individual Medley	6. 200 Freestyle Relay	9. 500 Freestyle	12. 400 Freestyle Relay

7.12.81 QUALIFICATIONS FOR THE FINALS

The eight fastest swimmers in the preliminaries shall qualify for the finals. The next eight fastest swimmers shall qualify for the consolation finals.

7.12.82 POINT SCORING

Sixteen places will score at the state meet. The scoring of place values shall be as follows:
RELAYS: 40-34-32-30-28-26-24-22-18-14-12-10-8-6-4-2
ALL OTHER EVENTS: 20-17-16-15-14-13-12-11-9-7-6-5-4-3-2-1

7.13.0 TENNIS

7.13.1 The WHSAA recognizes one classification in tennis. The tennis season begins with the first allowable practice on Monday of WHSAA calendar week 6. The first allowable contest date is on Saturday of calendar week 6. Each tennis player is limited to 10 contest days per season (fall and spring). A contest is defined as any competition, school or non-school, that takes place during the season. Examples are included, but not limited to: USTA Tournaments. The Regional and State Tournaments shall not count toward the 10 day contest limit. The tennis season will end with the State Tournament on Saturday of week 12.

7.13.2 Dual tennis matches should be played with two singles and three doubles teams. No player will be able to participate in both.

7.13.11 Member schools may participate in one-day tennis matches throughout the Spring season. One two-day culminating event is allowed during the Spring season. The Spring tennis season begins on week 39 and ends on week 46. The 10-day contest limit applies to the spring season as well.

7.13.2 The following format will be used throughout the season for all varsity tennis matches. No player will be able to participate in both singles and doubles.

Boys #1 singles	Girls #1 singles
Boys #2 singles	Girls #2 singles
Boys #1 doubles	Girls #1 doubles
Boys #2 doubles	Girls #2 doubles
Boys #3 doubles	Girls #3 doubles.

7.13.21 The coach shall play the best tennis player on the team at the number one singles position. The coach then has the option of placing, at the number two singles and number one doubles positions, the next best three tennis players. The coach will then fill in the two and three doubles positions with the remaining four players according to the player's ability. Best tennis player's rankings will be determined by inter squad match play.

7.13.3 Students, while members of the high school tennis team, may participate with an outside affiliation as long as permission has been given by the local school district.

7.13.15 Member schools may participate in one-day tennis matches throughout the Spring season. One two-day culminating event is allowed during the Spring season. The Spring tennis season begins on week 39 and ends on week 46.

7.13.31 Substitutions: During season play, direct substitution may be allowed by a lesser ranked player if the original player becomes unavailable.

7.13.32 Tennis etiquette: In order to encourage better sportsmanship, tennis etiquette will be strictly enforced. Improper Language, racket abuse, and/or ball abuse that is witnessed by the site coordinator, official or that is reported to either the site coordinator or official by the offending player's coach shall result in loss of a point. A 2nd unsportsmanlike act will result in loss of a game and a 3rd act will result in disqualification/ejection. While the imposition of this penalty would be after the first offense, any flagrant unsportsmanlike act MAY result in immediate disqualification. If the unsporting act is directed at a competitor, coach, official, spectators, or tournament personnel, the penalty shall be immediate disqualification/ejection from the event. It is the expectation of the coaches to monitor etiquette during the regular season and report any disqualification to the WHSAA office.
*A game penalty assessed during a set tiebreak results in loss of the set. If assessed during a Match Tiebreak, this results in loss of the match.

7.13.32.1 Proper tennis attire, which exclude jeans, cut-off jeans, and the like is mandatory. Team shirts will be worn that are appropriate as a member of a school team uniform. In doubles, uniform tops must match for both players.

7.13.33 During the regular season, coaches can coach between points and any breaks of play so long as the coaching does not interfere with play. Coaches comments can only be directed at their players and not at the opposing player when the coach is on the same end as their player. Also, coaching by the coach or designee may take place during the changeovers, not to exceed the 90 second limit. Coaching may also take place before the match or within the ten (10) minutes between the second and third set of split sets. Coaches are reminded that they are responsible for their team's actions on and around the court and the actions of any spectators from their respective schools. Do not intentionally interrupt concentration or play in any way.

During the Regional Tournament, coaches can coach between points and any breaks of play so long as the coaching does not interfere with play. Coaching is not allowed on changeovers. Coaches' comments can only be directed at their players and not at the opposing player when the coach is on the same end as their player. Coaching may also take place before the match, or for 2 minutes at the end of set one, or within the (10) minutes between the second and third set of split sets. Players may receive coaching from their coaches and/or teammates with the number of persons coaching limited to two per visit.

During the State Tournament, coaches can only coach before the match, or for 2 minutes at the end of set one, or within the (10) minutes between the second and third set of split sets. Players may receive coaching from their coaches and/or teammates with the number of persons coaching limited to two per visit.

7.13.34 Maximum time for rest between split sets is ten (10) minutes.

7.13.35 Warm-up time for the start of a match will be ten (10) minutes from the time the match director presents the players with the new balls.

7.13.36 The winner of a match must win two (2) out of the three (3) sets. Sets that are tied at 6-6 will employ a twelve (12) point tiebreaker.

7.13.37 In the event of inclement weather or limited time factor, competing teams may shorten the matches by mutual agreement with the following options:

1. No-ad Scoring
2. Play one Pro-set
3. Play one Pro-Set No-ad Scoring
4. First one to win eight (8) or ten (10) games
5. A twelve (12) point tiebreaker will be used if necessary.

7.13.4 REGIONAL TENNIS TOURNAMENTS

Two regional tennis tournaments will be held with teams assigned as listed below. All entries in the regional tennis tournament will advance to the State Meet unless otherwise disqualified.

NORTH		**SOUTH**	
Campbell County	Natrona County	Cheyenne Central	Laramie
Cody	Powell	Cheyenne East	Rawlins
Jackson	Sheridan	Cheyenne South	Rock Springs
Kelly Walsh	Thunder Basin	Green River	Torrington

In the event both Regional Tennis Tournaments are cancelled due to weather or other concerns, the State Tennis Tournament will use the seeds from the Conference results and seed accordingly. 1 vs. 8, 2 vs. 7, 3 vs. 6, 4 vs. 5, matching North opponents vs. South opponents to the extent possible during the first round in each division. If one Regional is completed and the other is not, then the Regional Tournament placing will be used for seeding from the completed tournament and the Regional that was not played will use their Conference results for seeding into the State Tournament. All other players will be drawn in according to 7.13.51.

7.13.41 REGIONAL SCORING

Place	#1 Singles	#1 Doubles #2 Singles	#2 Doubles	#3 Doubles
First	18	15	12	9
Second	15	12	10	7
Third	12	9	7	4
Fourth	8	6	4	3
Fifth & Sixth	4	3	3	2
Seventh & Eighth	0	0	0	0

7.13.42 BRACKET (see page 43)

7.13.43 RATING SHEET

Each school will submit their school conference record for each bracket to the tournament director by the due date prior to the Regional Tournament.

7.13.44 SEEDING

All schools will be seeded in each bracket. Priority will be given to those schools who have won the most league matches in that bracket. If a tie occurs, the tournament director will use the following tie breaking criteria:

1. Head to head competition on a two way tie.
2. One school beating others on a three way tie and then head to head competition between other two.
3. If the tie still exists or cannot be decided with the criteria above, the USTA Friend at Court Handbook of Rules and Regulations, tie breaker procedure will be used to determine the outcome. USTA Regulations ll.b.6(c).
4. Coin flip, odd school receives lowest seed and then head to head with others.

7.13.45 DRAW FOR BYES
If there is one bye, the #1 seed shall have the option of accepting the bye or passing it to the #2 seed. If there is more than one bye, the #1 seed will receive the first bye, the #2 seed will receive the second bye, etc. until all byes are placed.

7.13.46 SEEDING PLACEMENT

The number one and four seeds will always be in the same half of the bracket. The number two and three seeds will always be in the same half of the bracket.

7.13.47 The regional tennis balls shall be provided by WHSAA.

7.13.48 ALTERNATES DURING REGIONAL TENNIS TOURNAMENT PLAY
If a player is unable to participate in Regional Tournament play, it will be possible to substitute the alternate listed on the WHSAA Tennis Entry Form during tournament play under the following criteria:
1. The match being played would be defaulted if play had begun
2. The alternate would remain in the substituted spot throughout the remainder of that tournament

7.13.5 STATE MEET

7.13.51 SEEDING
The top four finishers from each region will be seeded as per 7.13.53 brackets. The participants who finish at the seventh/eight position in their division at the Regional Tennis Tournament will be seeded accordingly: The seventh seed will be determined by whomever had a higher seed going into the Regional Tournament that was based on their Conference Seeding. The participant who finishes at the fifth/sixth position in their division at the Regional Tennis Tournament will be seeded accordingly: The fifth seed will be determined by whomever had a higher seed going into the Regional Tournament that was based on their Conference Seeding. The State Tennis Tournament will use these seeds accordingly. 1 vs. 8, 2 vs. 7, 3 vs. 6, 4 vs. 5, matching North opponents vs. South opponents to the extent possible during the first round in each division.

Players are required to play the same position at the State Tournament as they did at the Regional Tournament.

Byes will be placed in the following manner:
First bye will be placed on the top of the bottom bracket pairing.
Second bye will be placed on the bottom of the top bracket pairing.
Third bye will be placed on the top of the next to the bottom bracket pairing.
Fourth bye will be placed on the bottom of the next to the top bracket pairing.

In the event both Regional Tennis Tournaments are cancelled due to weather or other concerns, the State Tennis Tournament will use the seeds from the Conference results and seed accordingly. 1 vs. 8, 2 vs. 7, 3 vs. 6, 4 vs. 5, matching North opponents vs. South opponents to the extent possible during the first round in each division. If one Regional is completed and the other is not, then the Regional Tournament placing will be used for seeding from the completed tournament and the Regional that was not played will use their Conference results for seeding into the State Tournament. All other players will be drawn in according to 7.13.51, paragraph 1.

7.13.52 STATE SCORING

Place	#1 Singles	#1 Doubles #2 Singles	#2 Doubles	#3 Doubles
First	18	15	12	9
Second	15	12	10	7
Third	12	9	7	4
Fourth	8	6	4	3
Fifth & Sixth	4	3	3	2
Seventh & Eighth	2	2	2	1
Ninth thru Twelfth	1	1	1	.5

7.13.53 BRACKETS (See Pages 68-69)

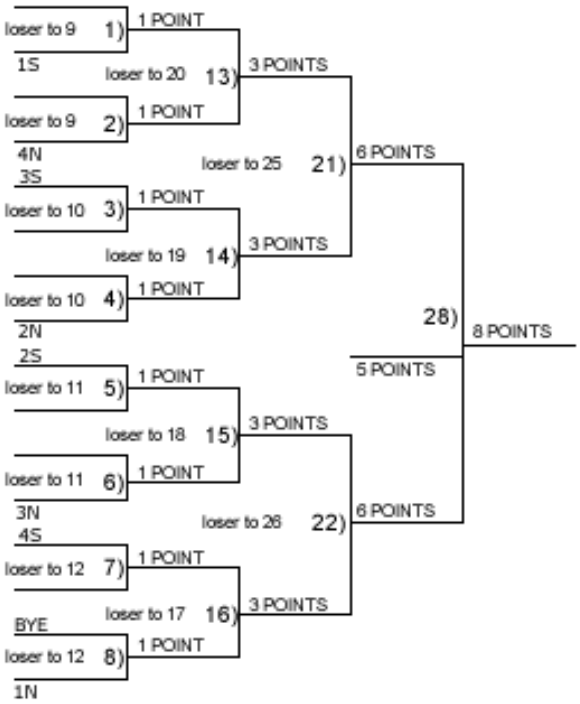
7.13.54 The state tennis balls shall be provided by WHSAA.

7.13.55 At the Regional and State Tennis Tournaments, the tournament director/WHSAA representative will make the determination in case of inclement weather and/or limited time factor when to shorten play. The criteria from rule 7.13.37 will be used.

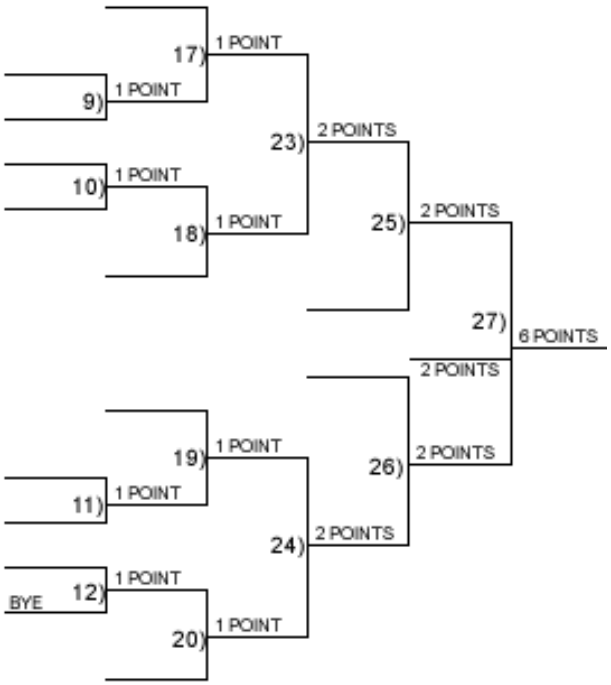
7.13.56 ALTERNATES DURING STATE TENNIS TOURNAMENT PLAY
If a player is unable to participate in State tournament play, it will be possible to substitute the alternate listed on the WHSAA Tennis Entry Form during tournament play under the following criteria:
1. The match being played would be defaulted if play had begun
2. The alternate would remain in the substituted spot throughout the remainder of that tournament

3. The original player would be allowed to replace their alternate from the Regional Tournament and participate at the State Tournament in the same position. The alternate would only be able to participate at the State Tournament in the same position they participated in at the Regional Tournament.
4. The alternate names on the entry form may be changed for the State Tournament from what was submitted for the Regional Tournament.

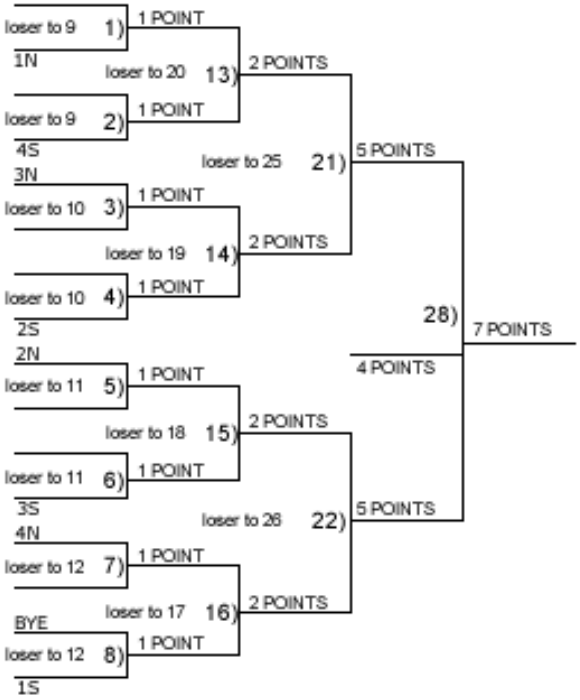
STATE HIGH SCHOOL TENNIS TOURNAMENT
#1 SINGLES BRACKET



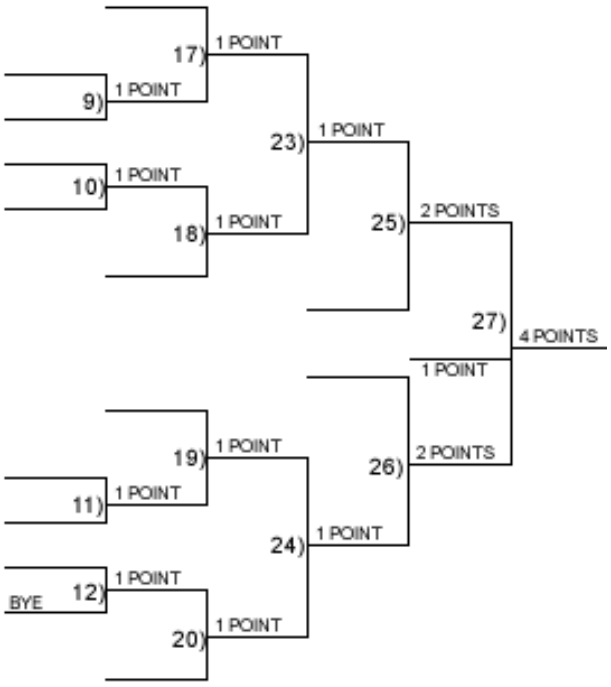
CONSOLATION
#1 SINGLES BRACKET



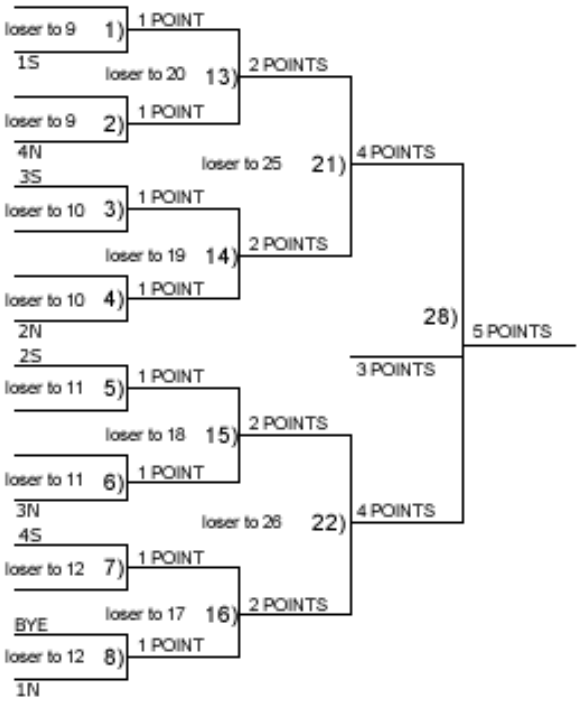
STATE HIGH SCHOOL TENNIS TOURNAMENT
#2 SINGLES AND #1 DOUBLES BRACKET



CONSOLATION
#2 SINGLES AND #1 DOUBLES BRACKET



STATE HIGH SCHOOL TENNIS TOURNAMENT
#2 DOUBLES BRACKET



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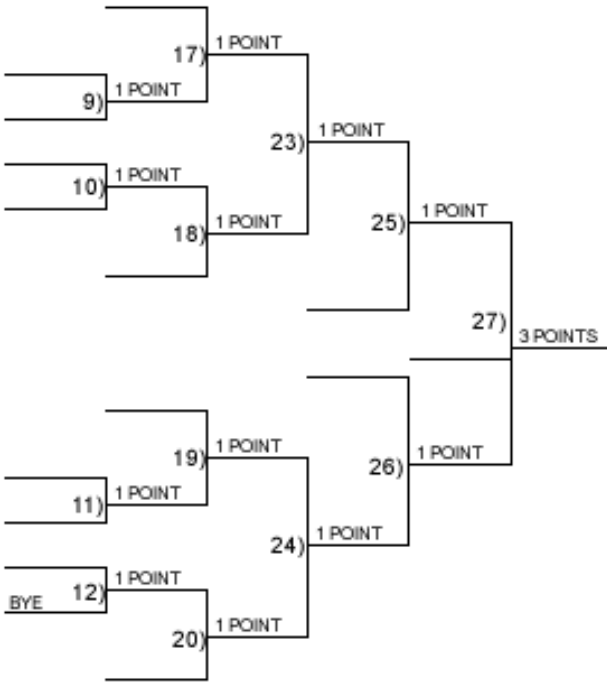
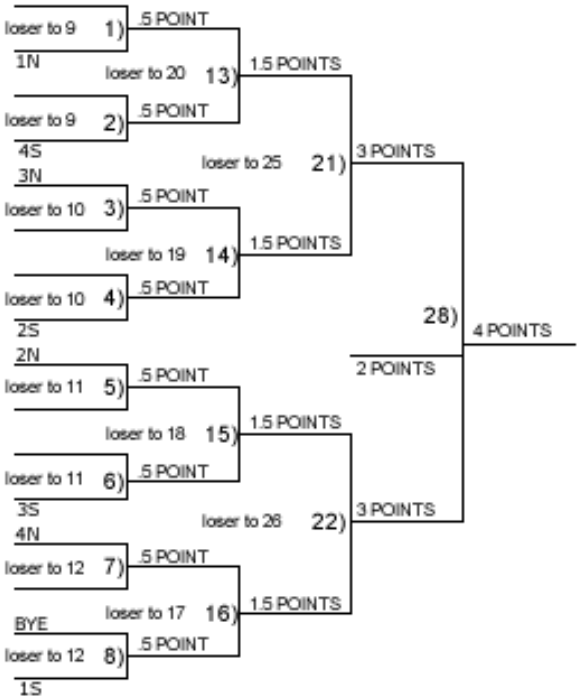
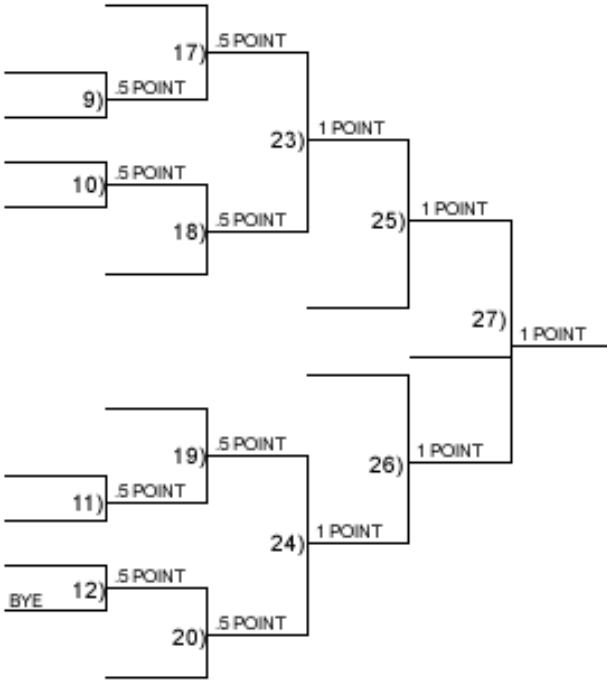
#2 DOUBLES BRACKET



STATE HIGH SCHOOL TENNIS TOURNAMENT
#3 DOUBLES BRACKET



CONSOLATION
#3 DOUBLES BRACKET



7.14.0 TRACK

7.14.1 The WHSAA recognizes four classifications in track. The schools with the sixteen largest enrollments shall be 4A, the next largest sixteen shall be 3A, the next largest sixteen shall be 2A, and the remaining schools shall be 1A.

7.14.20 CALENDAR

The Track season begins with a first allowable practice date on the Monday of WHSAA calendar week 36. The first allowable contest date is on Thursday of calendar week 37. Each track athlete is limited to 10 meets per season. A meet is defined as any competition, school or non-school, that takes place during the season, between two or more schools. Examples are included, but not limited to: running unattached or in a USTAF Meet. The Regional and State Meet shall not count toward the 10 meet limit. The WHSAA State Track Meet is on the Thursday, Friday and Saturday of week 46.

7.14.40 TRACK AND FIELD EVENTS - BOYS

100, 200 and 400 Meter Dashes
800, 1600 and 3200 Meter Runs
110 Meter High Hurdles
300 Meter Intermediate Hurdles
400, 1600, 3200 Meter Relays
1600 Medley Relay (200, 200, 400, 800)
Discus, High Jump, Long Jump, Pole Vault, Shot Put, Triple Jump

7.14.41 TRACK AND FIELD EVENTS - GIRLS

100, 200 and 400 Meter Dashes
800, 1600 and 3200 Meter Runs
100 Meter Intermediate Hurdles
300 Meter Low Hurdles
400, 1600 and 3200 Meter Relays
1600 Medley Relay (200, 200, 400, 800)
Discus, High Jump, Long Jump, Shot Put, Triple Jump, Pole Vault.

7.14.42 FIELD EVENTS AT STATE QUALIFYING MEETS IN WYOMING AND THE STATE TRACK MEET, SHOULD BE CONTESTED IN THE FOLLOWING MANNER:

DISCUS AND SHOT PUT

1. Meets with Trials and Finals (includes State)
    a. The competition should be divided into flights with no more than eight in one flight. The best competitors should be in the last flight.
    b. In the trials, a thrower will throw two throws in succession. After each thrower in the flights has completed his/her first two throws, the final throw will be taken. (2-1 setup)
    c. The finals should be in reverse order with each thrower throwing one throw, and continuing down through the flight (1-1-1setup)
    d. The event judge may allow an athlete to take two or more throws in succession providing he/she is being excused to compete in another event.

2. Meets with only Finals
    a. Competitors will be allowed four throws
    b. Divide the competition into flights with no more than 8 to a flight.
    c. Throws can be taken in a 2-2 setup or all four throws may be taken at once as determined by meet management.
    d. The event judge may allow an athlete to take two or more throws in succession providing he/she is being excused to compete in another event.

LONG AND TRIPLE JUMP

1. In competition when both trials and finals are held, the event should be administered in the following fashion:
    a. The competition should be divided into flights with no more than eight in one flight. The best competitors should be in the last flight.
    b. Jumps will be taken one at a time until the entire flight has completed their jumps.
    c. The event judge may allow an athlete to take two or more jumps in succession providing he/she is being excused to compete in another event.

2. Meets with only Finals
    a. Competitors will be allowed four jumps.
    b. Divide the competition into flights with no more than 8 to a flight.
    c. Jumps will be taken one at a time until the flight is completed.
    d. The event judge may allow an athlete to take two or more jumps in succession providing he/she is being excused to compete in another event.

HIGH JUMP AND POLE VAULT

The order of jumping will be determined by qualifying mark. In the state meet, it would be determined by the mark from the regional track meet.

7.14.43 CULMINATING EVENTS

7.14.44 Scoring at the regional and state track meets will be 10-8-6-5-4-3-2-1.

7.14.45 If there are ties for last place state qualifiers in the same regional track meet, only TRUE TIES in high jump and pole vault will qualify for the state track meet.

7.14.46 Track meets that are held on tracks with eight lanes may have eight qualifiers to the finals. If a track has only six lanes, only six will be entered in the finals.

7.14.47 Qualifiers for the finals in the regional track meets must run the final heat in that event without disqualification in order to run that event at the state meet or meet the requirements established in Rule 7.14.53. In regional track meets, in the following field events (shot, discus, long jump, triple jump), nine athletes qualify for the finals, eight advancing to state.

7.14.48 During the scratch session at the regional meet, a participant may be replaced by a participant from the same school; however, additions to the original entries may not be made. If qualifiers for the state meet are unable to attend, an alternate may be named by the region, however, that individual must either have participated in the finals at the regional meet or have met the qualifying standard.

7.14.49 Field events will continue to be measured and recorded by English heights and distances. State Meet starting heights for the pole vault and high jump will be determined by recommendation from the Wyoming Track Coaches Association. Throwing implements will be provided by the WHSAA, or participants may use their own if they pass inspection.

7.14.50 PROTESTS OF OBJECTIONABLE JEWELRY AND HEADWEAR

Any protest of objectionable jewelry or headwear being worn by a runner must be called to the attention of the officials prior to the race. When objectionable jewelry or headwear is discovered on a competitor in a field event, the objectionable material must be removed before the competitor can resume competition. The proper procedure and form must be utilized when filing any protest.

7.14.51 Heat and lane assignment and schedule for regional meets.
Heats and lanes will be assigned by the meet director for the preliminaries. For the finals, lanes will be assigned according to the state meet guidelines. The first place finisher from each heat and the next fastest times (regardless of heat) to fill a field of eight will qualify for the finals. Regions may determine the order of events or follow the state meet schedule.

7.14.52 Heat and lane assignment at State
Heats and lanes for the preliminaries of running events and relays at the state meet for all classes will be seeded from regional by both place and time, and then those who qualified by standard will be heated. The first place finisher from each heat and the next fastest times (regardless of heat) to fill a field of eight will qualify to the finals.

The 100 meter dash, 100 and 110 meter hurdles will be run on the straight-away.
The 200 meter dash will start on the back stretch and be staggered for one complete turn. The 400 meter dash will be run in lanes from a two-turn staggered start.
The 300 meter intermediate hurdles will be run on two straight-aways and one curve with a 200 meter stagger. The girls 100 meter intermediate hurdles will be 33" high.
The 800, 1600 and 3200 meter runs will start in alleys and runners will be required to remain in alleys through a one turn stagger.
In all classes, there will be no preliminaries in the 800, 1600, 3200 meter runs. All semifinal and final races, except the distances and relays, will be run in lanes.
The 400 meter relay will be run with a 400 meter stagger. In the 1600 meter relay and 1600 medley relay runners will be required to remain in lanes through a three turn stagger.
In the 3200 meter relay, runners will be required to remain in lanes or alleys through a one turn stagger. At regional and the state meet in the 4 x 800 relay when there are eight or fewer teams, the alley start should be waived, and each team assigned a lane.

7.14.53 QUALIFIERS TO THE STATE TRACK MEET

7.14.55 1A, 2A, 3A and 4A Regions will qualify eight (8) individuals and four (4) relay teams by place from the regional meet per event.

7.14.56 Athletes will also be allowed to qualify for State Track by meeting qualifying standards during the regular season. Hand held times will not be used as state qualifying times. All in-stateTo be qualified to compete in an event at the state track meet, the athlete must be entered in that event at a WHSAA regional track meet. All athletes that meet qualifying standards at WHSAA approved qualifying meets will be allowed to compete and score at the regional and state track meets provided all other WHSAA and National Federation rules are followed. NOTE: Each school may have only one relay team per relay event at the regional and state meet.

Qualifying standards are determined by multiplying the old standard by three and adding the sixth place finishing mark from the immediate past state track meet and dividing by four.

7.14.57 Relay teams that surpass the qualifying mark at regional meets but who do not advance to the State Meet by place shall be eligible to advance by mark. The members of a relay team that advances in this manner shall be the same at the State Track Meet. In case of injury, the Commissioner of the WHSAA will make the final decision concerning substitution, and the injured athlete will not be allowed to participate in any other event in the State Track Meet. NOTE: Each school may have only one relay team per relay event at the regional and state meet.

7.14.58 Relay teams can also qualify during the season by meeting the qualifying standard. The following stipulations apply:

1. All qualifying marks must be attained at a state qualifying meet or in an out-of-state meet approved by the Commissioner of the WHSAA.
2. At the beginning of the season, each head coach will be given State Meet Relay Qualifying forms. These forms will be for the purpose of declaring a school's relay team as meeting the qualifying standard and for the purpose of entering that relay team in the Wyoming State Track Meet.
3. A school may submit only ONE qualifying form to the WHSAA. That form must be submitted with the team's entries for the Regional Track Meets.

4. A school submitting a relay qualifying form at the Regional Meets must submit that form to the meet director of the Regional Meet in order that he may forward that form with the other official entries from the meet to the WHSAA.
5. Once a relay qualifying form is submitted, it is official and that exact relay team must compete at the State Meet. (Exception see number 9)
    a. If a runner is injured, a replacement may be entered with approval of the Commissioner of the WHSAA.
    b. If an athlete is injured and an alternate replaces him, the injured athlete will not be allowed to participate in the State Meet.
    c. If an athlete is injured during the State Meet, he/she will not be allowed further participation.
6. Relay qualifying forms must include each athlete who runs; the time that the relay team ran; type of timing system used; a signature by the Meet Director.
7. All state qualifying meets should require relay cards.
8. A relay team who has met the qualifying standard is not required to run at the Regional Meet; however, they must be officially entered.
   An official entry by that relay team counts as one of the four events in which a participant may compete.
9. A pre-qualified relay team that is entered in the Regional Track Meet, and that qualifies by place at the Regional Meet shall be allowed to substitute relay participants at the State Track Meet.

7.14.6 INDOOR TRACK

7.14.60 The WHSAA recognizes two classifications for indoor track. The schools with the 16 largest enrollments shall be 4A and the remaining schools shall be 3A.

7.14.61 A student may not participate in two sports at the same time during the Indoor Track season. Concurrent sport rule does apply (5.1.1 & 5.10.3).

7.14.62 Due to the fact that no surrounding NFHS member states sanction indoor track, the following exception will be in place for indoor track only.

Exception: Coaches and athletes will be allowed to attend out-of-state indoor track meets in the surrounding states where their state association does not offer Indoor Track to their member schools. Permission must be given by the WHSAA member school's local school district to attend. All other WHSAA rules and regulations must be followed.

7.14.63 Only schools with proper sanctioning from an NFHS member state association may participate at indoor track meets hosted by Wyoming member schools. Unattached individuals would not be allowed to participate.

7.14.70 CALENDAR

The Indoor Track season begins with a first allowable practice date on the Monday of WHSAA calendar week 27. The first allowable contest date is on Thursday of calendar week 28. Each track athlete is limited to 8 track meets per season. A meet is defined as any competition, school or non-school, that takes place during the season. Examples are included, but not limited to: running unattached or in a USTAF Meet. The State Meet shall not count toward the 8 day meet limit. The WHSAA State Indoor Track Meet is on the Saturday of week 35.

7.14.80 STATE MEET

7.14.81 All schools that compete in Indoor Track are eligible for the State Meet. Each school is permitted one boys and one girls team at the State Meet. All athletes that are in a school that offers Indoor Track may participate at the State Indoor Track Meet, provided they meet all rules for participation. Entries will be limited to 4 individuals per event. Each school will be allowed to enter one relay team. Times must be verified by the school at the state meet coaches meeting if questioned.

7.14.81.5 State Indoor Track and Field Qualification

1. For an athlete to qualify for the State Indoor Meet, they must be entered into the state meet through Milesplit for that event. Coaches must enter their athletes by 12:00 pm Monday, after the last weekend of the regular season (the Monday before the state meet). An athlete must have a current regular season mark to qualify for the state meet. NH, DS, DQ, and/or Fouls are not valid marks/times. After entries are due, the top 24 3A and the top 24 4A athletes in each event will be entered into the state meet.
2. No limit on the number of athletes per school represented in the top 24.
3. All competitors in the top 24 can place and earn points.
4. An athlete can only be entered into 4 events (including relays).
5. Each school is limited to one relay team per relay event at the State Meet. The relays are not restricted to the top 24 list. An official entry on a relay team counts as one of the four events in which a participant may compete. Coaches will follow the same protocols when entering relays in the state as previously stated in the WHSAA handbook. 7.14.81.6 Use open 400-meter times to determine 4x400 relay seeding times and open 800-meter times to determine 4x800 relay seeding times for the State Indoor meet with verified 400 and 800 meter times from previous meets.
6. The top 24 list will be managed through the Milesplit website. Any results outside the Milesplit platform will need to be added to Milesplit's database, such as Athletic.net for example. Responsibility falls on the coach to inform the Milesplit Wyoming website manager of the results that need to be uploaded.
7. A conversion time from the 60 M to the 55 M must be included so all athletes have a chance to make the top 24.

7.14.81.6 Use open 400 meter times to determine 4x400 relay seeding times and open 800 meter times to determine 4x800 relay seeding times for the State Indoor meet with verified 400 and 800 meter times from previous meets.

7.14.82 Events for State Indoor Track and Field

RUNNING EVENTS			FIELD EVENTS
4 x 800 Relay	55 Meter Hurdles	400 Meter Dash	High Jump
4 x 400 Relay	55 Meter Dash	800 Meter Run	Long Jump
4 x 100 Relay	200 Meter Dash	1600 Meter Run	Pole Vault
1600 Sprint Medley Relay (200, 200, 400, 800)		3200 Meter Run	Shot Put
			Triple Jump

55M, 55M Hurdles, and 200M sprints will be started and finished in lanes

400M, 800M, 1600M and 3200M runs will start on two turn stagger marks/ break line at finish of 2nd turn

4X400M Relay and 4X800M Relay will start on two turn stagger marks/ break line at finish of 2nd turn

4X200M Relay and Sprint Medley Relay will start on three turn stagger marks/ break line at finish of 3rd turn

Heat maximums: 55M (8), 55M Hurdles (8), 200M (6), 400M (6), 800M (12), 1600M (18), 3200M (18), 4X200M Relay (6), 200M/200M/400M/800M Relay (6), 4X400M Relay (6), and 4X800M Relay (2 heats)

NOTE: 4X200M Relay - no acceleration zones; same as 4X400M Relay rules outdoors

NOTE: Two heats for Finals of the 55M Hurdles and 55M Dash if there are ties

NOTE: 200M Finals will be heated slow to fast with 3 heats of four runners in lanes 6-7-5-8

For all indoor relays:

1. A relay time run during the indoor season by your team may be used by any individuals on your team.
2. If open times are used to seed your relay team, the four individuals and their open times must be the actual competitors of that relay team.

7.14.83 Scoring will be 10-8-6-5-4-3-2-1.

7.14.84 Team trophies will be awarded to the top four teams in both boys and girls. Individual medals will be presented to the top 8 finishers.

7.14.85 The National Federation of State High School Associations rules book will be used in the running of indoor meets.

7.15.0 GIRLS VOLLEYBALL

7.15.1 The WHSAA recognizes four classifications in volleyball. The schools with the sixteen largest enrollments shall be 4A, the next largest sixteen shall be 3A, the next largest sixteen shall be 2A, and the remaining schools shall be 1A.

7.15.2 Teams are limited to 18 matches, exclusive of regional and state. This limit shall apply to all squads.

During the season a team will be allowed to play no more than four matches a day.

Individual players are allowed to play in 20 sets per day and only 2 levels per day (freshman, sophomore, junior varsity, varsity). (A "set" is a single game played to 25 points- it can be less than 25 as determined by tournament host, and a deciding set is typically 15 points for varsity matches as well as during tournament play). Entering a contest for one live ball counts as participation in one match. As per WHSAA Rules 1.4.1 and 5.0.7, the contest in which a participant exceeds the limitation shall be forfeited.

The volleyball season begins with the first allowable practice on Monday of WHSAA calendar week 7. The first allowable contest date is on Thursday of calendar week 8. The WHSAA State Meet will be Thursday, Friday and Saturday of WHSAA week 18.

7.15.21 WHSAA tournament volleyballs shall be provided by Baden.

7.15.22 Match Scoring

1. All matches shall be best three-of-five games, using Rally scoring.
2. Games shall be played to 25 points (no cap), and the fifth and deciding game shall be played to 15 points (no cap).
3. The let serve shall be allowed, and play shall continue provided net contact is entirely within the net antennas.
4. Each team shall be allowed two time-outs per game.
5. Format to be used at the sub-varsity level will be two-of-three games to 25, with game 3 being the option of going to 15 or 25 (no cap). Both teams must agree prior to the start of the match and inform the officials during the pre-match captains meeting. If an agreement is not made, the third game will be played to 25 points (no cap).
6. Regular season tournaments will be allowed to modify the above scoring but must use rally scoring.

7.15.3 Each volleyball team may enter up to four (4) invitational tournaments each season. Participation in regular season tournaments will count as two matches.

7.15.4 Line judges for varsity level competition shall be trained. The WHSAA recommends that adults be used for varsity competition.

7.15.5 WHSAA REGIONAL VOLLEYBALL TOURNAMENTS

7.15.6 Practice sessions on any court used for regional or state will not be allowed any time during the ten (10) days prior to the respective tournament. Schools that host a regional tournament are granted an exception and are allowed to practice on their own court even though they are hosting the event.

7.15.61 No more than fourteen players can be in uniform for any tournament contest. The fourteen players whose names are entered on the official scorebook for the first tournament contest, shall be the only players used for the entire tournament. Violation of this provision shall cause forfeiture as per WHSAA Rules 5.0.7 and 1.4.0 (Refer to Rule 7.3.0 for definition of a contest).

7.15.90 STATE VOLLEYBALL TOURNAMENT

7.15.91 Each state tournament will be an eight team tournament. The state tournament bracket will be a modified double elimination bracket with contests to determine true third and fourth place finishers.

7.16.0 WRESTLING

7.16.1 The WHSAA recognizes three classifications for boy's wrestling. The schools with the 16 largest enrollments shall be 4A, the next 16 largest shall be 3A and the remaining schools shall be 2A. The WHSAA recognizes one classification for girl's wrestling.

7.16.12 The wrestling season begins with the first allowable contact day on Monday of WHSAA calendar week 21. There shall be NO CONTACT Thursday through Sunday of WHSAA Calendar week 21. The first allowable contest date is on Thursday of calendar week 23. The WHSAA State Meet will be held on WHSAA calendar week 34.

Weight certification will take place on Friday of WHSAA week 22.

7.16.15 The WHSAA recognizes fourteen weight classes in wrestling as per National Federation Rules.

7.16.2 The two pound growth allowance, as per National Federation Wrestling Rules and by WHSAA adoption, will begin on January 1st of each season.

7.16.35 Cheerleaders are not allowed to slap the wrestling mats during cheers or any other time during the course of wrestling matches.

7.16.44 As per National Federation Rule 2-4-2, the accuracy of wrestling scales shall be certified annually by the WHSAA.

7.16.5 NUMBER OF ALLOWABLE EVENTS

In all classes, each wrestler is allowed to compete in 15 events per season, excluding regional and state tournaments. <u>An event is defined as any competition, school or non-school, that takes place during the season. Examples are included, but not limited to: USA meets or club tournaments.</u>

During the regular season, wrestlers may compete in up to seven tournaments which will count as one event. There is no minimum or maximum number of teams in a tournament.

As per WHSAA Rules 1.4.2 and 5.0.7, the contest in which a participant exceeds the limitation shall be forfeited.

1. Dual Meets - Count as one event per wrestler
2. Multiple Dual Meet - Competition that is completed in one day.
   a. Double Dual - Count as two events per wrestler
   b. Triangular - Count as two events per wrestler
   c. Quad - Count as two events per wrestler
3. Dual Tournament - Count as a tournament or as two events per day of the tournament.

Whenever pupils from two schools have wrestling competition, it will count as a match. Practice matches between schools are not allowed.

7.16.6 WEIGHT MANAGEMENT PROGRAM

The purpose of the WHSAA Wrestling Weight Management Program is to prevent undue weight reduction for competitive purposes - reductions which might jeopardize the physical well-being of the pupil. During the wrestling season the pupil should eat and drink normally and gain weight regularly and consistently even though in training and participating in wrestling activities.

As per National Federation rules, each state association shall develop and utilize a weight-management program that includes:
1) A specific gravity not to exceed 1.025
2) A body fat assessment no lower than 7% for males / 19% for females
3) A monitored weekly weight loss plan not to exceed 1.5% a week

The details of the WHSAA Weight Management Program are located on the WHSAA web site at www.whsaa.org

7.16.7 REGIONAL TOURNAMENTS

7.16.71 SEEDING CRITERIA

1. Head to head competition
2. Record against common opponents
3. Returning state placers at any weight (order of place)

4. Best overall record (minimum of ten varsity matches)
5. Coin flip
6. Wrestlers that are not seeded will be randomly drawn into the bracket.
7. Once seeding begins for each weight class, a wrestler may not be taken off the board for consideration.

7.16.72 Either a one day or two day Regional qualifying tournament will be conducted by the WHSAA with each school allowed to enter two wrestlers per weight class. Only one wrestler per weight class per school will be scored. Eight wrestlers will advance to the State Tournament from each Regional Tournament. Whenever two wrestlers from the same school wrestle a match, pin points will automatically be awarded to the winner, regardless of the outcome of the match. The official entry deadline for the WHSAA Regional Tournament is the seeding meeting or completion of tournament weigh-ins whichever occurs first. If the seeding meeting is first, substitutions may be made up until the end of weigh-ins under the following conditions:

1. If for injury or illness, the substitution will be permitted only with a doctor's written excuse submitted to the tournament director
2. If for disciplinary action, the substitution will be permitted only if the reasons are verified in writing by the school's administration to the tournament director. Wrestlers not making weight may be moved to replace an entered teammate or fill a team's unused entry slot. If a substitution is allowed, the substitute designated to replace his teammate will do so in the position of the original draw unless the substitute is replacing a "seeded" wrestler, whereby there shall be a re-seeding and re-drawing of that weight class. If a change in weight class is made for an entered participant, then the above shall apply; or if the change adds a participant to a weight class then that weight class shall be re-drawn.

3. If less than 8 competitors in the weight class, the possibility of taking more than 8 from the opposite region exists.
   a. After all weights have been seeded in each region, the regional directors or designated persons will contact each other and exchange numbers in each weight class. Wherever a region has less than 8 wrestlers in a weight class, the opposite region shall wrestle to qualify any number of wrestlers available at that weight to reach a maximum of 16 wrestlers in each weight class. ALL of these matches would be non-team scoring matches. All Wrestlers involved in these matches must make weight each day of the regional tournament.
   b. A wrestler that has qualified for the state meet on day one of a regional and still has a match on day two, but does not make weight on day 2, CAN NOT be replaced by a wrestler from the opposite region or from his own. A bye would represent him/her in the state bracket

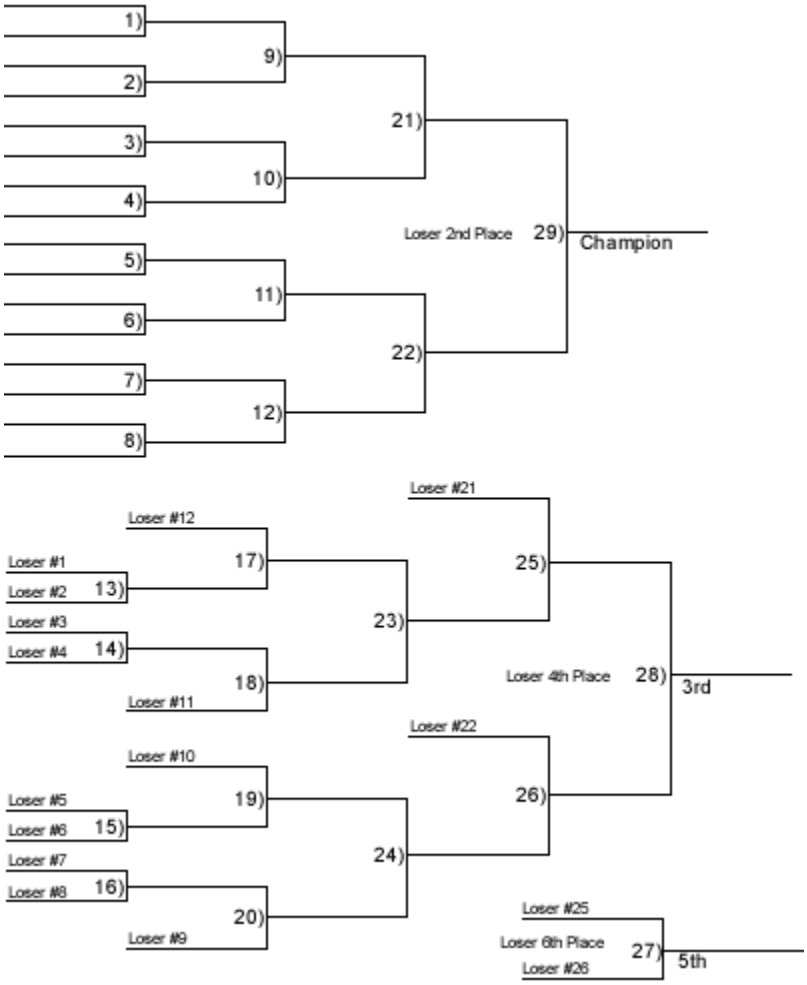
7.16.8 WRESTLER'S APPEARANCE DURING CULMINATING EVENTS AWARDS CEREMONIES
Coaches are asked to remind wrestlers that they should be dressed in appropriate attire when receiving awards. Wrestlers should be wearing either their wrestling uniform, sweat suit, or neat street apparel. T-shirts with inappropriate designs or language should not be worn.

7.16.9 STATE TOURNAMENT

7.16.91 A wrestler must participate in the regional meet and qualify by placing in the top eight to be eligible for state competition. No substitution is allowed. If a qualifier fails to make weight or for any other reason is unable to wrestle in the state tournament, a forfeit will be declared.
The wrestler must compete in the same weight class at regional and state. Only one wrestler per weight class per school will be scored. Whenever two wrestlers from the same school wrestle a match, pin points will automatically be awarded to the winner, regardless of the outcome of the match.

7.16.92 In 4A, the top four wrestlers from each regional will be seeded at State. The first place wrestler from the East Conference will be in the same quarter bracket as the fourth place finisher in the West Conference. The third place wrestler from the East Conference will be in the same quarter bracket as the second place finisher in the West Conference. The other half bracket would have the same place winners with the conference reversed. The other wrestlers shall be drawn in after byes are placed as evenly per team as possible. When a wrestler who was drawn or seeded from regional withdraws, a forfeit is granted and the bracket is not redrawn. The opposing wrestler receives points for this forfeit. In 3A and 2A, the same process will be used for East and West Regional placers.

WHSAA STATE WRESTLING TOURNAMENT BRACKET



8.0.0 SPECIFIC ACTIVITY RULES AND REGULATIONS

8.0.1 The WHSAA, in order to effectively provide equitable activities opportunities for all students, offers a comprehensive activities program.

8.0.2 Eligibility for fine arts, leadership, spirit groups and vocational WHSAA sponsored activities shall be governed by Rule 6.0.0 (Bona fide Student), Rule 6.2.0 (Scholarship Rule), Rule 6.5.0 (Semester Requirement Rule), and Rule 5.8.0 (Outside Competition).

8.0.5 SPIRIT GROUPS

8.0.51 The official National Federation Rule Book shall be followed, at all practices, games and all competitions (state, regional and nationals).

8.0.52 Spirit Teams are defined as cheer teams and dance teams.

8.0.53 Coaches/Advisors and Practice

1. All Cheer and Dance coaches/sponsors that will be instructing any form of cheerleading gymnastics or lifts (tumbling, partner stunts, pyramid, tosses, etc.) must have a minimum of a Cheer and Dance Safety Certification. This class may be obtained on https://www.nfhslearn.com.
2. All head cheer and dance coaches must pass (80%) the NFHS open book Spirit Rules Test for their specific discipline and view the WHSAA sponsored spirit rules clinic in order to be eligible for the State Spirit Competition. The test and Rules Clinic must be completed before their first performance of the school year.
3. Spirit teams will be placed under the direction of a school advisor/coach for all practices and contests.
4. All cheerleaders and dancers should receive proper training before attempting any form of cheerleading gymnastics or lifts (tumbling, partner stunts, pyramids). Each should receive proper training in correct spotting techniques.
5. All practice sessions should be supervised by the advisor/coach and held in a location suitable for the activities of cheerleaders (i.e., use of tumbling mats, away from excessive noise and distractions, etc.).

6. Advisors/coaches must recognize a team's particular ability level and must limit the team's activities accordingly. "Ability level" refers to the team's talents as a whole, and individuals should not be pressed to perform activities they cannot perform safely.
7. Good sportsmanship is viewed by the WHSAA as a concrete measure of a team's understanding and commitment to fair ethical behavior and integrity. Cheerleading, more than any other activity, can directly influence the behavior of others. It is important the cheer coach, captain and total team be aware of the sportsmanship guidelines in the National Federation Spirit Rules Book.

8.0.54 WHSAA Spirit Groups Culminating Event (Wyoming High School State Dance and Cheer Competition)

1. The WHSAA recognizes two classifications for the State Spirit Competition. The schools with the enrollments of 700 and above shall be 4A, the schools with enrollments from 210-699 shall be 3A. Exception: If there are enough 1A and 2A schools in a division, then a 2A classification will be considered for the schools with enrollments from 209 and below.
2. To participate at the state spirit competition, each team's school must be enrolled as a member of the WHSAA with spirit groups as an activity.
3. To participate in the state spirit competition, each participant must be an active member and in good academic standing at their school.
4. All teams must be accompanied by their advisor/coach or a designated school official at all times. No team will be allowed to participate without an advisor/coach or a designated school official in attendance. No Exceptions!
5. The following performance areas will be utilized at the WHSAA Spirit Groups Culminating event:
    a. All cheer competition will take place within a performance area of a 54' x 42' cheer mat.
    b. All dance competition will take place within a performance area of 47' x 50'. The half court basketball marking will be used when available.
6. General Competition Information for all Spirit Teams
    a. All information and rules in the WHSAA Handbook under Spirit 8.0.5 and the National Federation Spirit Rules Book will apply to the cheer portion of the competition. The dance portion of the competition will follow the rules in the WHSAA Handbook under Spirit 8.0.5 and the UDA rules book.
    b. Squad Size - There is a 22 participant squad size limit in all divisions. Each school will be allowed one team per category.
    c. Time Limit: Each squad will adhere to the time limits for their particular category and discipline. Cheer will follow UCA time limits and Dance will follow UDA time requirements.
    d. State Competition Music - Each school must have their music sent in by designated deadline. All schools will use the same sound system provided by the competition venue. A school representative will have the option to be at the music table during their performance. All music will be checked during the practice time. It will be the coaches responsibility to make sure the correct track is loaded for the appropriate performance.
    e. Interruption of Performance-In the event that injury, illness, or music malfunction, would cause the performance to be interrupted, the squad will be allowed time to regroup and will be allowed to perform before the end of the competition. All scoring up to the point of interruption will stand and judging will commence once the performance has passed said point of interruption.
    f. Judge's Sheets - Technical judge's and performance judge's sheets will be available at the competition site following the announcement of placers.
    g. Participant Seating - All participants must sit in assigned areas on the opposite side of the spectator area so that paying spectators will be able to have an unobstructed view of the competition area. Participants must remain seated until the final performance is completed and the mats have been rolled up. Participants are also asked to remain seated during all performances.
    h. Tiebreaker Procedure – Judges break all ties.
7. General Cheer Information
    a. **GAME DAY**
        1. Each team will perform a routine composed of three sections: Band Dance, Crowd Leading (Situational and Time-out cheer), and Fight Song. Time limit not to exceed three minutes (3:00).
        2. Each section is not timed but should be approximately one minute each (1:00)
        3. Each team will showcase its best game day presentation that will include an announcer-lead situation game day element (football centered).
        4. Every team will follow the same order: Band Dance, Crowd Leading, and then Fight Song.
        5. Situational elements will be the transition between Band Dance and Cheer (crowd leading) sections.
        6. Teams will not be aware of the game day situation prior to the performance, but will be given examples of situations that will be used.
        7. The use of crowd leading tools such as signs, poms, flags, and/or megaphones are encouraged.

<u>Band Dance Rules and Restrictions</u>
Teams will take the floor when announced
Recorded music performed by marching band/pep band
No stunts or tumbling permitted
Practicality is very important (Crowd entertainment vs. Crowd leading)

<u>Crowd Leading Rules and Restrictions</u>
Emphasis on crowd involvement
Crowd leading tools highly encouraged
No music permitted

<u>Fight Song Rules and Restrictions</u>
Recorded music performed by marching band/pep band

Up to three consecutive eight counts may be incorporated with stunts, tumbling, and/or jumps.
IF REPEATED, incorporating stunts, tumbling, and/or jumps must be repeated as initially performed.

Skill Restrictions
No basket, sponge, or elevator tosses allowed
No inversions
No twisting dismounts from stunts
Single-leg extended stunts are limited to liberties and liberty hitches
No running tumbling
Standing tumbling is limited to ONE SKILL

b. **GIRLS STUNT** – Teams with no males; may stunt, tumble, build pyramids.
c. **CO-ED STUNT** – Teams with any males will be considered a CO-ED team. The males competing on the co-ed team must have a minimum of 15 days of practice with the squad prior to the competition. Practices may only be counted after the November practice start date.
d. Performance Cheers - The cheer/sideline must be an appropriate and effective cheer/sideline to use at a game. The cheer/sideline must be a crowd-participation cheer/sideline. If the team is going to use a mascot name they may only use their school's mascot. EXAMPLE: May not use "Beat those Cowboys." May use "Go Cowboys." Performance cheers will not be allowed. Performance cheers are cheers that have slander directed at other schools, baiting and/or gloating. Cheers need to be positive and promote crowd involvement. Cheerleaders are strongly encouraged to use signs, poms, megaphones, etc. There will be a 5 point deduction for each inappropriate performance cheer.
e. Competition Spotters - Spotters will be positioned on the mat during competition. They are strictly there for safety. Stunts that require a constant spotter must be provided within the team. If you have a stunt that you feel a WHSAA/Competition spotter may interfere with during competition, please have your captain inform the spotters prior to the team's entry onto the mat.
f. The competition area for all divisions of cheer will be 54' X 42' on the mat side and 47' X 50' on the floor side

8. General Dance Information
a. **JAZZ** – A jazz routine incorporates stylized dance movements and combinations, formation changes, group work, leaps and turns. Emphasis is placed on proper technical execution, extension, control, body placement and team uniformity. Creative choreography will capture audience and judges' attention. Having your own "style" will distinguish your team apart from the rest. This division includes straight jazz, drill, and lyrical styles. **Hip Hop style is not allowed.**

b. **HIP HOP** – Routines should include street style movements with an emphasis on execution, style, creativity, body isolations and control. This style also consists of pop and lock techniques, as well as Military/Stomping. The uniformity of all movement throughout the performance should complement the beats and rhythm of the music. Teams may also put an additional focus on incorporations such as jumps, jump variations, combo jumps, stalls and floor work. No overuse of hip thrusts or inappropriate moves. No emphasis will be placed on jazz technique.

c. All NFHS rules will be expected to be followed for both categories

8.1.0 JOURNALISM

8.1.1 THE WYOMING HIGH SCHOOL STUDENT PRESS ASSOCIATION

8.1.2 CLASSIFICATIONS

Wyoming high schools are divided into classifications according to size for the yearbook and newspaper state contests. School classification will be the same as designated for athletic and other nonathletic competition, 1A, 2A, 3A, and 4A.

8.1.3 DUES

Dues in the WHSSPA are in addition to school dues paid to the WHSAA. The amount of dues are established by the Executive Board of the WHSSPA and are $35 per school. Only high schools that are members of the WHSSPA and that pay activity fees to the WHSAA may place entries in the WHSSPA publications contests. WHSSPA dues are used to purchase awards for winners of contests and to pay other expenses of the organization.

Each school sending representatives to the annual Journalism Convention shall pay an additional registration fee to cover costs of the convention. An additional judging fee is also assessed to schools that wish to receive a publication critique.

8.1.4 OBJECTIVES

The objectives of the WHSSPA are:
1. to upgrade the quality of student publications
2. to encourage student participation through intrastate competition
3. to recognize student achievement
4. to introduce students to journalism as a career

8.1.5 INSIGNIA

The insignia of the WHSSPA is a Pony Express rider encircled by the name “Wyoming High School Student Press Association”. This is available to all member schools and may be obtained through the WHSAA. This insignia is carried as a part of the masthead of Wyoming high school newspapers.

8.1.6 OFFICERS

Officers of the WHSSPA are high school faculty members, elected annually during the Journalism Convention. Past-presidents of the WHSSPA act as a nominating committee to draw up a slate which is presented to the high school advisers present at the convention. Officers are President, Executive Director, and Secretary. The Executive Director's term is unlimited. The President serves a 1-year term, while the Secretary serves a 3-year term. Officers may be reelected. Additional members on the Executive Board include the immediate Past-president, JEA State Director, and others as designated by the elected officials.

WHSSPA officers serve as a planning committee for the annual Journalism Convention in cooperation with the Commissioner of the WHSAA. In addition, it is their responsibility to conduct any necessary matters of business that occur between conventions and make decisions on behalf of the WHSSPA.

8.1.7 HANDBOOK

Officers of the WHSSPA have authorized publication of a Journalism Handbook for the WHSSPA. This handbook includes the constitution of the association, a history of high school journalism in Wyoming, this section of the WHSAA handbook, a list of Past-presidents of the WHSSPA, and all guidelines/judging forms for publication contests. A copy of the Journalism Handbook may be obtained from executive officers of the WHSSPA or the WHSAA office.

8.1.8 PUBLICATION CONTESTS

The WHSSPA sponsors several contests to help achieve the set objectives of the association. Newspapers to be entered for competition are to be sent to the WHSSPA Executive Director in the spring and yearbooks are submitted in late summer or early fall to be distributed to selected judge(s). Specific deadline dates are set by the officers annually and notification of the deadline date is sent to each school in March or April to guarantee compliance with a follow-up notice sent in late August for any new yearbook adviser who may not have received the first notice. A Runner-up and an All-State winner will be named in each school classification.

A photography contest is held at the annual convention. Photographs which may be entered in the contest must have been printed in a publication from contest time to contest time, either school newspaper, magazine, yearbook or a local newspaper. There are six categories into which photographs may be classified: news photo, feature photo, sports photo, portrait, special effects photo, and color photo. Any school may enter up to six photos in each category. A 1st, 2nd, and 3rd place winner in each category will be named if entries are sufficient, and certificates will be awarded. One grand sweepstakes picture and one runner-up from all photos will be chosen.

Additional competitions will be scheduled on an annual basis and conducted during the convention. Attendance at the convention is not required to enter newspapers, yearbooks, or photographs into competition. However, winners of those competitions, as well as winners of convention contests, will be announced at the convention.

8.1.85 WHSSPA Video Broadcast Submission Requirements and Guidelines

1. Member schools may submit entries in any or all of three categories: News Story, Sports Story and Feature Story. Entries must have aired during the previous school year.
2. Any member school may submit one entry per category, for a maximum total of three entries.
3. Cost per school is $30, regardless of the number of entries.
4. Each entry should be the only video on a single VHS tape, rewound to the starting point. Each tape should clearly label category, name of school and student(s) name(s).
5. News Story and Sports Story maximum length is two minutes. (1:15 is standard and should be generally observed for both News and Sports). Feature Story maximum length is four minutes. (2:00 is standard in Feature, but if the Feature is aired in two parts, 4:00 is acceptable)
6. If videos and judging evaluations are not to be picked up at the State Convention during the awards ceremony, they should include a SASE for their return.
7. 4A, 3A, 2A and 1A school entries will be judged together.

8 1.9 CONVENTION

The state Journalism Convention is held in October. Convention sites are selected from those schools extending an invitation to host the event.

Days of the convention are designated as Monday and Tuesday. This is to allow student athletes and others with weekend commitments the opportunity to attend the convention without missing football/volleyball games, homecoming events, etc.

Format of the convention allows for workshop/learning sessions planned for both novice and advanced high school journalists. These sessions are in the form of short course lectures, panel discussions, individual seminars, hands-on workshops and other such methods as deemed appropriate for teaching journalistic techniques to students. Separate sessions will be designed to provide newspaper emphasis and yearbook emphasis; other workshops may be planned to meet identified needs of the group. Contests will be planned for convention participants in writing and other contests as are appropriate for high school journalists.
Awards will be given for winners of the contests during the awards assembly at the convention. In addition, winning newspapers and yearbooks are also announced. Pony Express Awards are to be given as certificates of appreciation and to be presented to those individuals and groups who contribute to the success of the WHSSPA. Pony Express Awards may be given at the convention, or they may be announced at a business meeting of advisers of the association and awarded in an appropriate manner at the discretion of the executive board.

Outside speakers are brought to the convention to provide insight in current career opportunities, trends in publications, and serve as motivational speakers. In addition, career writers and publishing authors are invited to address the convention participants. Yearbook publishing companies are invited to attend and urged to set up display tables. In addition, representatives may be invited to present workshops. Other business firms with interest in high school journalism are also invited to participate. Planned involvement, however, should be coordinated by the planning committee of the WHSSPA.

8.1.10 SCHOLARSHIP

A $500 journalism scholarship is funded by Walsworth Publishing Co. and the WHSAA, and is open to any Wyoming high school senior. The adviser of the student must approve the application which should include a portfolio illustrating examples of the student's work, a transcript of the student's grades, three letters of recommendation, and a letter of intent to major in journalism. The application must be received by the WHSSPA executive committee by March 1. The scholarship will be mailed directly to the registrar of the institution.

8.2.0 MUSIC

8.2.1 CLASSIFICATION

The WHSAA classifies schools based on school enrollment. Classification size and break is determined per event parameters.

No group from a given school may compete in more than one class. A school may advance in classification, but may not under any circumstance, compete in a lower classification than the one in which its enrollment places it. Summer music activities are neither approved nor disapproved by the Board of Directors.

8.2.2 DISTRICT ORGANIZATION

Each district organization is responsible for conducting the musical activities within its own district according to the rules set forth in this publication. It shall also be each district's responsibility to finance its own musical activities. Each district organization is responsible for the election of a president who shall serve on the WMEA Executive Board. The President should be elected at one of the following: All-State or Spring Music Festival. The name of the District President must be reported to the State President by April 1. The term of District President is two years and elections will take place every other year. District Presidents may hold successive terms.

The state is divided into six districts. Schools may not participate in any district music festival other than the one held in the district in which they have been assigned. The districts are as follows:

1. SOUTHWEST

Afton (Star Valley)	Evanston	Kemmerer	Pinedale
Big Piney	Farson-Eden	Lyman	
Cokeville	Jackson	Mountain View	

2. NORTHEAST

Arvada-Clearmont	Hulett	Newcastle	Tongue River
Big Horn	Kaycee	Sheridan	Upton
Buffalo	Midwest	Sundance	Wright
Campbell County	Moorcroft	Thunder Basin	

3. NORTH BIG HORN BASIN

Basin (Riverside)	Cody	Meeteetse	Thermopolis
Burlington	Greybull	Powell	Worland
Byron (Rocky Mountain	Lovell	Ten Sleep	

4. SOUTH BIG HORN BASIN

Baggs (LSR)	Lander	Rock Springs
Dubois	Rawlins	Shoshoni
Green River	Riverton	Wind River

5. SOUTHEAST

Burns	Encampment	Pine Bluffs
Cheyenne Central	Hanna/Elk Mountain	Rock River
Cheyenne East	Laramie	Saratoga
Cheyenne South		

6. NORTH PLATTE

Chugwater	Glenrock	Lingle-Ft. Laramie	Southeast (Youder)
Douglas	Guernsey-Sunrise	Lusk (Niobrara County)	Torrington
Glendo	Kelly Walsh	Natrona County	Wheatland

Each District President should call a meeting in the fall, in conjunction with the regular district activities meeting, to confirm all host-sites and a host-site chair for district events. Dates for the year's music activities should also be discussed and confirmed. In the event any school becomes the substitute host, that school's personnel will automatically assume all clinic/festival responsibilities. It

is recommended that each district elect or appoint a Vice President who could assume the duties of the President should an emergency arise.

8.2.3 ELIGIBILITY

All students participating in interscholastic musical activities will meet the following eligibility requirements:

1. The student must be academically eligible according to the guidelines set forth by the WHSAA Rule 6.2.0 as well as by semester Rule 6.5.0.
2. No entry will be accepted unless it is signed by the appropriate music teacher and by the school principal, who shall attest to each student's eligibility.

These are minimum rules, which must be adhered to by all pupils in interscholastic activities. A school may adopt more stringent requirements at its discretion provided students are treated equally.

8.2.4 SPECIAL MUSIC ACTIVITIES

8.2.41 DISTRICT CLINICS

The district clinics are organized to provide an opportunity for high school students in band and choir programs to experience membership in a large ensemble under the direction of a guest conductor of recognized excellence.

1. Site Selection and Host-Site Chair
   District clinics are typically held within 10 days prior to Thanksgiving. Each district should set a rotation schedule to determine the site of the host school. Host schools should know well in advance in order to have adequate preparation time for the clinic. One person from the upcoming host school will be elected or appointed at the clinic to serve as organizing chair for the next year's clinic.

2. Duties of the Host School/Host-Site Chair
   a. Select clinician/directors for the band and choir groups. The amount of the fee has been set by the WHSAA/WMEA and the standardized contract available through the WHSAA office MUST be used.
   b. Select, in consultation with the band and choir clinician/directors, the music that will be included in the clinic repertoire.
   c. Notify all schools of the selections prior to the summer break in order for them to order their own music.
   d. Arrange for suitable rehearsal and concert sites.
   e. Aid out-of-town participants by providing information on housing and eating establishments.
   f. Publish a complete schedule of events including times, locations, and instructions, no later than October 10, to enable all participants ample time to make plans for travel, housing, meals, etc.
   g. Arrange for the printed concert program.
   h. Be responsible for keeping records of guest clinician's expenses so that each school can be billed on a pro-rata basis for their participating students.
   i. Pay the guest clinician/directors in a timely fashion immediately following the district clinic.

8.2.42 DISTRICT FESTIVALS

The district festivals are organized to provide music students an opportunity, as individuals and members of an ensemble, to perform and be evaluated by a music educator other than their own. It enables students to compare their performances with that of other area schools and provide incentive for improvement and continued participation. District Festivals may be held during weeks 37 through 42 of the WHSAA calendar. Festivals serve as opportunities for assessment on the state or district standards based upon a common rubric score.

1. Site Selection/Host-Site Chair Selection
   It is suggested that districts set up a rotation system so that festival sites can be designated well in advance. The Host-Site Chair should be elected or appointed at festival, one year in advance. Such planning can be tentative in nature and can, if necessary, be changed at the fall meeting.

2. Duties of Host School/Host-Site Chair
   a. Procure certified adjudicators.
   b. Schedule events and facilities and supply schedules to participating schools at least five days before the festival.
   c. Arrange for necessary help to administer the festival. Local expenses of festivals, such as janitorial services, furnishing ticket takers and other officials should be paid by the host school in lieu of travel expense that the school would have incurred had the festival been held in another community.
   d. Receive all entries and fees.
   e. Provide for each adjudicator, a copy of "Instructions to Adjudicators."
   f. Provide certified adjudicators with WHSAA adjudicator forms.
   g. Provide participating schools with adjudicators' ratings and comments immediately after the conclusion of the festival.
   h. Bill a visiting school for any damages inflicted by its students.
   i. Report any act of discourtesy to the WHSAA immediately following the district festival.
   j. Submit a complete financial report to the secretary of their school district and the WHSAA office.

3. Fees

   Each district has the authority and responsibility for financing its own music activities and, therefore, each district shall establish the fees for their district festivals.

4. Selection of Adjudicators

Each district festival shall contract only adjudicators who have successfully completed a WHSAA/WMEA adjudication certification clinic and are certified by the WHSAA/WMEA.

a. Lists of certified adjudicators are on file at the WHSAA office.
b. The amount of the fee has been set by the WHSAA/WMEA and the standardized contract available through the WHSAA office MUST be used.
c. Each district festival shall adhere to the following principles when employing adjudicators:
   1) Should live outside the district in which he/she is being employed.
   2) Shall be required to be thoroughly familiar with the "Instructions to Adjudicators".

5. Instructions to Adjudicators

a. Each judge is employed to aid in a program of music education. The results of this judging can either be a help or a hindrance. Care should be exercised in the wording of both oral and written comments in order that they may be detailed, constructive and helpful. Judges shall avoid the use of sarcastic remarks.
b. The judges must keep in mind that they are judging secondary school students, and not college, university or professional groups. Judging should be strict but fair.
c. Judges should note particularly the quality of music selected for performance as well as the appropriateness of each selection so far as its technical and musical demands are concerned in relation to the student's length of study.
d. The time allowances for individual events should be sufficient to enable the judges to orally discuss various aspects of the performance in order to assure that the student and/or director understands the criticisms and suggestions as well as commendations.
e. Judges must ensure that the assigned rating is consistent with the verbal and written comments delivered to the performer(s).

6. Judging Standards

Solos

Division I, Superior
The best conceivable performance for the event and the class and age of the participant being judged: Worthy of the distinction of being recognized as a first place winner. May be compared to a percentage grade of 94-100.

Division II, Excellent
An unusual performance in many respects, but not worthy of the highest rating due to minor defects in performance or ineffective interpretation. A performance of distinctive quality may be compared to a percentage grade of 86-93.

Division III, Average
A good performance, but not outstanding. Showing accomplishment and marked promise, but lacking in one or more essential qualities.
May be compared to a percentage of 70-85.

Division IV, Fair
Lacking in preparation and presentation, shows significant defect in technique or musical understanding. Comparable to a percentage grade of 69 or below.

No ratings below IV are to be given.

7. Regulations for Festival Events

All directors and participants should pay particular attention to the following:

a. Selection. Entrants may choose music from the current national or comparable lists. Vocal soloists may include two numbers of contrasting styles and must spend at least three minutes in actual singing.

b. Scores. Students and directors must adhere to copyright requirements. Illegal copying of materials is punishable by fine, imprisonment, or both.
   1) Each soloist shall supply the judge with one score of the selection with the measures numbered. Each soloist shall pick up his/her music after conferring with the adjudicator.
   2) Directors shall supply the judges with authorized conductor's scores for small ensembles with the measures numbered.
   3) For large groups, directors shall furnish the judges with original scores or authorized copies only of each selection with the measures numbered.
   4) Groups may not perform if they do not furnish original scores or authorized copies.

c. Time Limits. (Including time for setting up and tuning)
   1) For a solo, maximum playing or singing time is to be eight minutes with a maximum scheduled time of ten minutes.
   2) For a small instrumental ensemble, maximum performance time is eight minutes with a maximum scheduled time of ten minutes.

3) For a small vocal ensemble, maximum performance time is eight minutes with a maximum scheduled time of ten minutes.

d. Repetition.
1) A soloist shall not re-perform a selection he/she has used at any evaluative festival in any previous year.
2) Conducted ensembles may not sing or play a selection that was an evaluative festival selection from the previous year
3) Small ensembles may not perform a piece that is being performed by their corresponding large ensemble in the same year.

e. Memory. Piano and vocal solos must be memorized. Vocal ensembles shall perform their selections from memory, but instrumental ensembles may use scores.

f. Direction. Small ensembles shall perform without direction by either an adult or student director.

g. Sight Reading. Subject to district regulations.

8. Events

The following events may be held at district festivals. Vocal ensembles, with the exception of the triple trio, are limited to two per part. The maximum number of participants for any ensemble, except triple trio, is eight. Districts will regulate their own events.

a. Vocal Events
1) Large Ensembles: Men's Choir, Women's Choir, Show Choir/Vocal Jazz, Mixed Chorus, Madrigal (Mixed group of voices of not less than eight or more than 16 performers and must perform madrigal music.)

2) Small Ensembles: may include any combination of voices from 2-9 provided no more than 3 per part.

3) Solos

b. Instrumental Events
1) Large Ensembles: Band, Orchestra, String Orchestra, Jazz Band

2) Small Conducted Ensembles: Brass Choir, String Ensemble, Woodwind Choir, Percussion Ensemble Instrumental Jazz, Guitar Ensemble

3) Small Ensembles
Duets
Brass Sextet
Brass Quartet (2 cornets, horn and trombone, however trombone, baritone, bass or cornet may be submitted for the third or fourth part.)
Brass Quintet (2 cornets and three of horn, trombone, baritone, or tuba.)
Bb Clarinet Trio
Bb Clarinet Quartet
Mixed Clarinet Quartet (2 B Flats, Alto and Bass or 3 B Flats and 1 Bass)
Percussion Ensembles
Flute Trio
Flute Quartet
French Horn Quartet
Piano Quartet (violin, viola, cello, piano)
Saxophone Quartet
Saxophone Sextet
String Sextet
String Quartet
String Trio
String Quintet (any combination, may include piano)
Violin Trio and Quartet
Viola Trio and Quartet
Cello Trio and Quartet
Trombone Trio
Trombone Quartet
Woodwind Quintet (flute, oboe, clarinet, horn, and bassoon)
Woodwind Trio (any three different woodwind instruments)

4) Solos

Alto Clarinet	Marimba
Alto Saxophone	Oboe
B Flat Clarinet	Piano
Baritone Horn	Piccolo
Baritone Saxophone	Snare Drum
Bass Clarinet	String Bass
Bassoon	Tenor Saxophone

Cello	Trombone
Cornet	Trumpet
English Horn	Tuba
Euphonium	Tympani
Flute	Vibraphone
Guitar (acoustic)	Viola
Harp	Violin
Horn	Xylophone

8.2.5 STATE STRING CLINIC

The String Clinic Orchestras are organized to provide an opportunity for high school aged students of the violin, viola, cello, bass and harp to participate in a program designed to enrich their orchestra experience through membership in a large orchestra under the direction of guest conductors of recognized excellence.

Eligibility

Student string musicians from any accredited high school in Wyoming are eligible and welcome, whether or not there is an orchestra program at their school.

1. Site Selection

   The State String Clinic is typically held on the first Monday and Tuesday of November. During the current year's clinic, the host school will be selected for the next year's event.

2. Duties of the host school

   a. Appoint one person who will serve as site chair.
   b. Select the guest clinician/conductors (3) for the three orchestras: A Orchestra (highest level), B Orchestra, and C Orchestra. The conductor of the C group will be a current active Wyoming music educator whose emphasis is strings.
   c. Select, in consultation with other string teachers and the guest conductors, musical selections that will be included in the clinic repertoire.
   d. Notify all schools of the musical selections prior to the summer break in order for them to order their own music for B & C Orchestra.
   e. In spring, the Host Chair will order the music for the "A" Orchestra, based on the assumption of one part from each school (i.e., 1-1st violin, 1-2nd violin, 1-viola, 1-cello and 1-bass). The cost of this music will be included in the pro-rated cost of the clinic.
   f. Send one copy of each part to each string program by September 1. Fingerings and bowings provided by the guest conductors should be included in this mailing. (Original scores for this music may be purchased by the individual directors if so desired).
   g. Collect the music on the concert night and send to the All-State Music Library in Cheyenne.
   h. Arrange for suitable rehearsal and concert sites.
   i. Provide out of town participants with information on housing and eating establishments.
   j. Publish a complete schedule of events including times, locations, and instructions no later than September 30 to enable all participants ample time to make plans for travel, housing, meals, and any other arrangements.
   k. Pay the guest conductors in a timely fashion immediately upon conclusion of the State String Clinic.
   l. Arrange for the printed concert program.
   m. Be responsible for keeping records of guest conductor's expenses and the cost of the "A" Orchestra music so that each school can be billed on a pro-rata basis for their participating students.

8.2.6 WYOMING STATE MARCHING BAND FESTIVAL

MISSION STATEMENT

Wyoming State Marching is designed to promote and enhance music education in the State of Wyoming through the marching arts. Performance opportunities are designed to give new, developing, and experienced ensembles educational feedback to improve the quality of their ensemble. It is the responsibility of the marching band chair to organize the event with a consistent approach in mind to help students demonstrate their best!

PURPOSE

Bands should expect consistent procedures to exist in all the sponsored Festivals and Competitions. From the moment students and staff get off the bus to re-boarding their buses at the end of the event they should be treated with respect and provided with the very best and consistent warm-up procedure, performance opportunity, judging equality and overall educational experience possible.

The Wyoming State Marching Band Festival is open to all Wyoming high school bands through grade 12. Classifications, as recognized by the WHSAA shall be utilized. An entry fee of $100.00 per band will be assessed to defray expenses.

8.2.61 SITE SELECTION

The WHSAA has determined that Casper will be the site for the State Marching Contest. The event will be held indoors at the Ford Wyoming Center. Formerly known as the Casper Events Center according to dates contracted with the Events Center in alignment with week 15 of the WHSAA calendar.

8.2.62 DEFINITIONS

PERFORMERS

1. All performers must be students of the band program.

1A. Scholastic Bands are permitted to have a director or staff member conduct; however, at least one student drum major should direct if the ensemble is larger than 30 performers. Open division bands must be conducted by students or omit a conductor entirely. No directors or staff members are permitted to conduct in the open division.

1B. Bands are allowed to include homeschooled students and students from schools that don't offer marching bands so long as an official Combination School Agreement has been made with the administrators of each school filed with the WHSAA.

1C. Band programs may include students that are not enrolled in the class so long as the proper arrangements are made with administrators of each school. (examples might include; color guard members, students enrolled in another music class strings/choir, guitar, or similar)

2. Adults are permitted in the performance area to assist student performers with mobility limitations.

3. Directors and Staff are permitted to enter the performance area to troubleshoot electronic or prop malfunctions during the performance but should not directly contribute to the performance from inside the performance area.

4. In the event of a student safety concern or injury, adults may enter the performance area to assist as necessary.

5. Volunteers are allowed to assist in the process of moving equipment on or off the field but must vacate the performance area between drum major salutes.

6. Directors or staff may manipulate electronic devices during the performance from outside the performance area. (Example: outside the front sideline with a mixer or from the stands with a tablet or other device)

DIVISION

Grouping of ensembles chosen at the time of registration Scholastic or Open.

CLASSIFICATION

Grouping of ensembles into classes based on school enrollment.

BAND - All members of the participating unit including playing members, auxiliary personnel (flags, rifles, majorettes, drill teams, etc.) and command personnel (drum majors, color guard captains, etc.)

PERFORMANCE REGULATIONS

8.2.63 COMPETITIVE AREA

The performance area inside the Ford Wyoming Center will be smaller than a regulation size football field. Length of the field will be 180 feet (60 yards or 20 yard line to 20 yard line) and the width will be 107 feet (front sideline to back hash-marks). Distances from the front side line to the near hash marks and from the near hash-marks to the far hash marks will be the same as on a regulation size football field 53'4".

Special considerations - The front sideline is approximately 8 and one-half feet from the seating area wall and the back hash is approximately two and one-half feet from the back wall , a curtain runs the length of the 15 yard line on side one, and the horseshoe seating area cuts off the back portion of the 20 yard line approximately halfway between the hashes extending backfield on side two.

Power is available at the 50 yard line along the front wall.

Staging and Warm-up Areas

Parking lots

Warming up outside of the venue is permitted so long as traffic flow is not impeded.
Bands should refrain from the use of wireless microphone systems in the warm up area.

Pre-Warm Up Room

This area on the 2nd floor of the events center is open to the concourse so please do not play or manipulate color guard equipment. Only the band scheduled for the pre-warm up room may be in the room. You can see from the back lot through the window when a band leaves. That is your cue to take the room.

Warm-Up Room

Please have the door closed.

Staging Area (Tunnel/Backstage Area)

Bands should position themselves to take the field in the tunnel to enter on side two and/or the area on side one behind the curtain on side one while the band before them is performing on the floor.

This area is SILENT... not quiet. Please be respectful of the performing band while in this tunnel area.

Prop/Front Ensemble Staging

Due to limited space backstage on side one, props and front ensemble equipment is not permitted inside the building until your band enters to go to the pre-warm up room.

Each band must designate a student or adult to stay with equipment once it is inside the building.

Any props or equipment larger than a double door has the option of using roll up garage doors on side one operated by event volunteers.

At the conclusion of the performance, all bands must remove all equipment and props from the building completely. No equipment is allowed to be stored in the building before or after the performance. This includes storing instruments in the concourses of the events center.

8.2.64 FIELD ENTRANCE/EXIT

Performance Procedure

Times established on the schedule will be strictly followed. Bands will not be allowed to encroach on another bands time before or after the performance. All members of the band must wait for their performance window to enter the performance area. This includes front ensemble, props, and color guards needing additional time to set equipment.

Bands may enter the performance area when the event announcer introduces the group.
"Please welcome to the field _insert band name here_"
A field entrance may be made from the tunnel on side two, backfield side one, or front field side one.

As part of the registration process, bands will provide a script to the event coordinator for the announcer to read before each performance. Bands may opt to include their musical selections, show theme, student leaders, soloists, etc. in this script. or have nothing announced as they take the field.

The event announcer will wait to see the drum majors in position before making the next statement

"Drum majors; _insert drum majors names here__, is your band ready?" - this statement may be omitted if desired.

Announcer awaits the salute

"Presenting their ___insert year here___ production, ___insert show title here___, the Wyoming High School Activities Association is proud to present drum majors _insert drum majors names here_ and the ___insert school and band name here___"

At the conclusion of the show

The __insert band name here___ is under the direction of _insert directors and staff; names here_ Drum majors; _insert drum major names here_ . "Join us in celebrating the year these students have had." (Or similar celebratory statement added to the script)

Bands exiting the field must follow the event flow designated by the event coordinator. Bands should exit the performance area expeditiously at the end of their performance so as to not delay the event or interfere with the next band. The band may elect to exit the field using a percussion cadence.

Award Retreat
Following the performance schedule, each band must have a student representative such as drum major, color guard captain, and/or student leaders, report to the floor for the awards retreat. Please limit the number of representative leadership to five students or less to make enough space for all the bands.

8.2.65 TIMING

All bands must report to the designated reporting location at their reporting time so that they will be ready to step off at their starting time. All bands must be on and off the floor within their 15 minute time slot. This time may include an on field warm-up or concert selection(s). Judging will begin with the salute from the drum major and conclude with a final salute when the band finishes their performance.

PENALTIES

The penalty for exceeding the 15 minute window in any space (pre-warm up, warm up, performance area) is 1 point for every second over the 15 minutes. This time will be documented by event volunteers and the announcer and communicated to the tabulator for possible score deductions.

8.2.66 JUDGES

Six judges shall be used.
1. Music Judge 1
2. Music Judge 2
3. Percussion
4. Marching Judge 1
5. Marching Judge 2
6. Color Guard

SCORING SYSTEM

Scoring With Color Guard
860-688 - I Superior
687- 516 - II Excellent
515-0 - III Good

Without Color Guard:
700-560 - I Superior
559-420 - II Excellent
419-0 - III Good

Point Allotment:
360 - Music
300/240 - Marching
100 - Percussion
100 – Auxiliary

Captions will be awarded to bands in the following areas. Percussion, Winds, Color Guard, Marching and Outstanding Music. If no band receives a high enough score in any caption, then the caption award will be given to the highest scoring band in that caption per division.

Scoring totals and caption target score 85%

Percussion	Winds	Color Guard	Marching	Marching no Guard	Outstanding Music
160/ 136	160/ 136	160/ 136	300/ 255	240/ 204	460/ 391

Caption selection is as follows.
Percussion- percussion judge and music judges
Winds- music judges
Color guard- color guard judge and marching judges
Marching- marching judges
Outstanding Music- percussion and music judges

Adding up all of the scores, and subtracting any penalty points will determine the final rating. Trophies/plaques will be awarded to each band with a superior rating and an excellent rating. Bands receiving a good rating will receive a certificate.

Should it occur for any reason that a member of the performing band fall to the ground, there will be no penalty for the fall or the return to an upright position to resume marching. This festival does not include an inspection.

Performing band directors may contact the starter or the festival coordinator. Directors may not contact any other judge during the festival.

When bands are not performing it is recommended that they sit in their assigned seating area. It is the responsibility of each program director to monitor student behavior.

8.2.67 REGISTRATION

Registration opens at 7:30am on the second Tuesday of September and will close at 7:30am on the second Wednesday of September.

It is the responsibility of the marching band chair to create the State Marching schedule. Any band will have 7 days from the release of the schedule to address any schedule related issues with the marching band chairperson for possible changes. After the 7 day period, the final schedule will be posted on the WHSAA website and no changes will be made.

Performance Order

Bands will perform in reverse order of score from the previous year. Lowest score performing first and highest score performing last regardless of classification. All Scholastic Class (halftime) bands will perform in the first portion of the event. Open Class bands will perform in the second portion of the event.

8.2.68 FESTIVAL/COMPETITION

The State Marching Festival is the culminating event for marching bands in Wyoming.

Bands may elect to participate in one of two divisions: Scholastic(halftime) or Open(competitive)

3A, and 4A will be the labels used to classify schools based on their enrollment regardless of participating in the scholastic or open divisions of the event.

The same scoring methods and procedures will be used by all participating schools.

Scholastic division bands receive comments, a festival rating, and caption awards when earned. A minimum of 1 scholastic school in each classification will earn each of the captions based on the top score in each area. Scholastic bands will have their festival rating and captions announced at the drum major retreat.

Open division bands receive comments, a festival rating, caption awards when earned.(minimum of 1 school per classification), as well as having their rank announced at drum major retreat. Additionally, the top 3 scoring bands in each classification will have their score announced and a 1st, 2nd, or 3rd place trophy presented.

CLASSIFICATION

The marching band chair reserves the right to adjust classifications as registration information is collected to create a reasonable distribution of bands in each classification. (5-7 in each is ideal). Once the performance schedule has been published, all classifications are final.

Bands may choose to perform in a classification above their enrollment but must make that known during the registration process.

State Marching will use two classification 3A and 4A when registration is under 15 bands in either the open or scholastic divisions. 2A will be added when there are 15 or more bands registered for either the scholastic or open division.

Classification will be determined by examining the number of bands registered in a division divided by the number of classifications needed 2 or 3. Schools above the determined line for enrollment will perform in that class or above. Bands below the determined line will perform in that class unless they opt to perform in the class above. Bands will not have the option to perform in a classification below their determined enrollment class.

Order of awards/recognition drum major retreat

Announced 1st
Caption Awards
Scholastic percussion 3A, 4A
Open percussion 3A,4A
Scholastic winds 3A,4A
Open winds 3A,4A
Scholastic color guard 3A,4A
Open color guard 3A, 4A
Scholastic marching 3A,4A
Open marching 3A,4A
Scholastic outstanding music 3A,4A
Open outstanding music 3A, 4A

Announced 2nd
Festival ratings in order of performance

Announced 3rd
Awards
3A Open Rankings + scores of the top 3 beginning with the lowest rank
4A Open Rankings +scores of the top 3 beginning with the lowest rank

8.2.69 USE OF NATIONAL COLORS

Use of the National Colors is optional.

Should a unit opt to use the National Flag(s), the following guidelines are recommended for its use.

Use of these guidelines shall not be authority, either expressed or implied, to violate any national, state, or provincial laws at variance with them.
1. The bearer of the National Flag, while in possession of the National Flag, shall never engage in any dance or theatrical steps.
2. The National Flag shall never be permitted to touch the ground.
3. The National Flag shall always be afforded the general respect and dignity associated with our National Symbol.

8.2.7 ALL-STATE MUSIC GROUPS

Outstanding students will be selected to All-State Honor Groups for band, orchestra, and choir. These groups will present a joint concert in conjunction with the Wyoming Music Educators Association's Annual State Conference. This conference and clinic are normally held the third Monday and Tuesday in January.

8.2.72 SELECTION OF ALL-STATE SITES

Schools wishing to host All-State should submit their request to the WMEA Executive Board at the spring board meeting 18 months prior to All-State. The WMEA Board will make a final decision and forward the information to the WHSAA. Host sites have typically been chosen following this alphabetic rotation schedule: Casper, Cheyenne, Cody, Evanston, Gillette, Laramie, Sheridan.

Host-sites for the All-State Music Conference should be able to provide the following facilities:

1. Rehearsal rooms for 120-150 piece band, 150-200 voice choir, and 100-150 piece orchestra.
2. Concert facility for the above groups with seating for 1500 for the All-State Gala Concert.
3. Securable display area the size of a small gym.
4. Housing and meal facilities for 800.
5. Conference facilities for 350, including 10 – 12 meeting rooms, technology, hospitality and equipment.

8.2.73 ORGANIZATION OF ALL-STATE

The WMEA President will coordinate all activities at All-State.

The WMEA President-elect will be in charge of exhibits.

The Host-Site Chair(s) will be in charge of all arrangements at the All-State site.

Band, Orchestra, and Choir Vice Presidents will each organize their respective performing group and be responsible for selecting the guest conductor for said group. As soon as a tentative agreement is reached with the guest conductor, the WHSAA should be contacted to send out contracts and make arrangements for housing, travel, and fees. The Band, Orchestra, and Choir Vice Presidents shall select the participants in the All-State Honor Groups.

8.2.74 DUTIES OF HOST SCHOOL, HOST-SITE CHAIR(S) AND COMMITTEES

1. Arrange for rehearsal and concert facilities.
2. Arrange for all necessary physical equipment such as music stands, chairs, choral risers, pianos, etc.
3. Arrange for noon meals for student participants if deemed necessary.
4. Arrange for the student banquet Monday evening.
5. Arrange for rooms for sectionals and chair placements.
6. Arrange for the printing of the All-State Gala Concert and Host Night Concert programs and tickets.
7. Arrange for ticket sellers, ticket takers, and program passers for the All-State Gala Concert.
8. Arrange for space and security for the exhibit area.
9. Arrange for necessary help to administer the conference. Local expenses such as janitorial services, furnishing ticket takers, security, facilities, hospitality, graphics and secretarial services shall be paid by the host school district in lieu of travel expenses which that school district would have incurred had All-State been held in another community.
10. Submit a complete financial report to the WHSAA office and the WMEA Manager upon conclusion of the conference.
11. Complete details and requirements can be found in the WMEA All-State Host Site Manual.

8.2.75 WMEA ALL-STATE SELECTION PROCEDURES

1. Students in grades 9-12 only are eligible to audition for All-State Honor Groups. They must apply through the appropriate school music teacher. Students, including home school and virtual school, must be enrolled in a school group corresponding to the All-State group for which they apply unless an appropriate group does not exist. Students must be enrolled both at the time of application AND at the time of the All-State event. Members of the performing groups will be chosen by live, recorded audition.

2. General Audition procedures for All-State Honor Groups – Instructions for Member School's Music Directors and Site Chairs.

   a. Audition materials are posted to the All-State section of the WMEA by the 1st Monday in September. The link to the registration web site is included in this information.
   b. An online registration should be completed for each student by Monday of Week 16. All-state registration closes at 11:59 PM on Monday of Week 16. Once a student is entered, they may not be removed and the registration fee is attached to that student entry. No registrations accepted after the registration window closes.
   c. Schools are billed for all registered students.
   d. Schools must provide proof of payment by Thursday of Week 17 through the WMEA website. Payments may be in the form of a credit card or purchase order/voucher upload. Payments by check must reach the WMEA office by Thursday of Week 18. Checks or vouchers are made payable to Wyoming Music Educators Association.
   e. Student auditions not paid by Thursday or Week 17 will not be considered for selection to the All-State Honor Groups.
   f. Fees must be paid by group or school (i.e. 1 payment for Douglas Schools, or 1 payment for Laramie Choir).
   g. The fee, per student, is $10.00.
   h. Payment may be in the form of a school voucher, school check, cashier's check, money order or director's personal check. Student payments are not accepted.

3. Site Chair Responsibilities

   Specific procedures for site chairs can be found in the All-State Recording Site Manual at
   http://www.wyomea.org/wyomea_all_state.html
   a. By the Monday of Week 15, check the registration site at http://bandworld.org/AuditionFileUpload.aspx
   b. Download the list of students registered for the site and email the list to the directors.

Auditions must be held between the Friday of week 18 and the Saturday of week 19 on the WHSAA Calendar. Select the dates for your site and inform the participating schools.

c. Create a master schedule of audition times and places and inform participating schools.
d. Secure all equipment needed for each recording and uploading of auditions.
e. Secure two monitors for each recording room. These must be adults, not students.
f. Provide space, with computer(s), for students to log in and check their recording immediately following their audition.
g. Review the list of fees invoiced by the Executive Director and sent to host chairs by the 4th Tuesday in October.
h. On the day of the auditions, collect the audition fees (vouchers, check, etc.).
i. Record the students and upload their recordings to the web site. (Please see *the All-State Recording Site Manual* for complete audition instructions.)
j. Complete all file uploads by 10:00 PM on Saturday of week 18 on the WHSAA Calendar.
k. Maintain a backup copy of each recording.
l. Complete online Reporting Form by Wednesday of week 19 on the WHSAA calendar.
m. It is the site chair's responsibility to disqualify any student or school that violated the integrity of the audition process.
n. It is the site chair's responsibility to be familiar with the *All-State Recording Site Manual* and follow the guidelines within it.

4. Selection and Notification Process

a. Vice Presidents may begin listening to and evaluation audition on the Monday of week 19 and continue through the Saturday of week 20 on the WHSAA Calendar.
b. Vice Presidents have online access to the student names after Monday of week 21.
c. The Vice Presidents make selections for the All-State Honor Groups and provide a detailed list to the WHSAA and WMEA by Friday of week 21.
d. The WMEA informs director of their individual student results via email on Monday of Week 22.
e. The WHSAA makes the official All-State rosters public on Tuesday of Week 22 via online posting at www.whsaa.org.
f. The WHSAA Official Entry Form submission deadline is December 15. The form is located in the All-State section of the WMEA website.

5. Facilities and Equipment Needed for Audition Site

a. Warm-up room.
b. Audition room(s) determined by the site chair.
c. Storage room for cases.
d. A registration desk (distribute and collect audition cards, record cancellations, and confirm times).
e. Recorders and two microphones, one mic records the student, the other for announcer.
f. Music stands in the audition room(s).
g. Piano, tuned at A=440 for vocal audition rooms.
h. Metronome for each audition room.
i. Percussion instruments in the audition room should include: 4 Tympani (23" 26" 29" & 32"), xylophone, and snare drum.
j. Students supply sticks, mallets, or their own instruments if they wish.
k. Each student must supply their own wind instruments, audition material and anything else needed for the audition..

6. Audition Procedures

a. Two monitors for each audition room must be music educators. One person informs the student of the recording procedure and leads them through the audition; the other person runs the recording device.
b. A registrar (probably the site chair) to recheck the students when they show up for their audition. Give each student a card with his/her audition number (as assigned in the audition master sheet) on it to present to the monitor.
c. Student helpers call students auditioning from the warm up room and to help keep the schedule on time.
d. All students must be recorded during the designated time span - any exceptions may be worked out with the site chair as long as the deadline for uploading the auditions is met.
e. Build an appropriate schedule for recording auditions with breaks; percussion may require longer.
f. Audition schedule should be posted in the warm-up room and audition room.
g. Recording may not be paused once you have started the auditions.
h. Any entry submitted after the registration window closes will not be allowed to audition or be a part of the master schedule.
i. Directors may be in the audition room with their students as a silent observer. The director may record the audition to evaluate with the student at a later time.
j. The tempo should be given only for the sight-reading.

7. All-State Band Tryout Materials

a. Students will play two major scales and arpeggios from memory. The WMEA band vice president will select two major scales for each instrument from the scale sheet (Db, Ab, Eb, Bb, F, C, G, D, A, E, B, F#). The two scales will be announced on Friday of week 16 (one week before the first recording day). The scales and arpeggios must be performed as written on the scale sheet and memorized. Note the rhythm, articulation and tempo on the scale sheet.

b. A chromatic scale must be performed as written on the scale sheet. Note the rhythm, articulation and tempo on the scale sheet. The chromatic scale must be performed by memory. Scale sheets will be provided with the audition materials.

c. Two contrasting etudes (technical and lyrical) will be posted on the first Monday of September at www.wyomea.org. The etudes will be selected from four sets, rotated annually, so that no students will audition on the same materials twice.

d. A sight-reading exercise selected by the Band Vice President, demonstrating the student's knowledge of rhythms, articulations and dynamics.

e. Percussion students will audition on snare drum, timpani and mallets.

f. The mallet audition will include an etude, the chromatic scale and major scales with arpeggios.

g. The snare audition will include an etude and a double stoke roll. The Double Stroke roll is played slow - fast - slow. The roll should be played as fast as possible but not so fast that it becomes a buzz roll. A buzz roll is a separate rudiment.

h. The timpani audition will include an etude. Tuning of the timpani should be done on the recording. Students are not allowed to tune before the audition recording has started. The room Supervisor will clear pitches after the audition.

i. Sight-reading will be performed on either snare drum or the mallets. Students may choose which instrument better reflects their percussion abilities.

j. Students auditioning who have an interest or ability to play piccolo, English horn, or bass trombone must perform the additional chromatic scale. At the end of the normal audition, the student will then add the extra chromatic scale for that instrument. The student will have 30 seconds to warm-up on that instrument.

8. All-State Orchestra Tryout Material

a. During All-Northwest years, the scales will be the same instrument appropriate scales for both auditions. On alternating years, the scales will be taken from the repertoire of that year and performed in the same format.

b. Students will play two scales, beginning and ending with a "Galamian" turn, in the following keys:

Violin—

1) Three-octave A Major scale, in sixteenth notes, ascending and descending, slur eight (8) notes per bow. Quarter note = 88.
2) Three-octave A Melodic Minor scale, in sixteenth notes, ascending and descending, detaché. Quarter note=88.

Viola—

1) Three-octave D Major scale, in sixteenth notes, ascending and descending, slur eight (8) notes per bow. Quarter note = 88.
2) Three-octave D Melodic Minor scale, in sixteenth notes, ascending and descending, detaché. Quarter note=88.

Cello—

1) Three-octave D Major scale, in sixteenth notes, ascending and descending, slur eight (8) notes per bow. Quarter note = 72.
2) Three-octave E Melodic Minor scale, in sixteenth notes, ascending and descending, detaché. Quarter note=60.

Bass—

1) Two-octave F Major scale, in sixteenth notes, ascending and descending. Quarter note = 72.
2) Two-octave E Melodic Minor scale, in sixteenth notes, ascending and descending, detaché. Quarter note=60.

Scale sheets will be provided with the audition materials. Scales do not need to be memorized.

c. Two contrasting excerpts from the All-State literature, chosen by the Orchestra Vice-president (supplied in the first Monday of September posting at www.wyomea.org).

d. A sight reading exercise selected by the Orchestra Vice-president that demonstrates the students' knowledge of rhythms, bowings, and dynamics.

9. All-State Choir Tryout Material

a. Sing two scales, using solfege syllables, (do, re, mi, fa, sol, la, ti, do) and take a breath at the top of the scale. Repeat the top 'do' when singing the descending scale (do, ti, la, sol, fa, mi, re, do). The starting pitches for each part are listed below. Quarter note rhythm, with a tempo of MM 72

	Low	High
Soprano I	F (1st space)	A (2nd space)
Soprano II	D (below staff)	G (2nd line)
Alto I	A (below mid C)	Eb (1st line)
Alto II	G (below mid C)	D (above mid C)
Tenor I	Db (3rd line)	Ab (5th line)
Tenor II	C (2nd space)	F (4th line)
Bass I	G (1st line)	Eb (3rd space)

Bass II	F (below staff)	D (3rd line)

b. Chromatic Vocalise:

Vocalise #1 (All-Northwest years)
Sing the chromatic arpeggio pattern 1-3-5-8-7-5-4-2-1 on the neutral syllables Mah, Oh, Oo in eighth notes. At the end of the pattern modulate up a half step, then take a breath and repeat the pattern for a total of 7 times. Each of the patterns must be sung on one legato breath. A breath may be taken after the modulation.

Starting pitches for Chromatic Vocalise #1:

Soprano	B (below the treble staff)
Alto	A (2 ledger lines below treble staff)
Tenor	B (2nd line bass clef)
Bass	A (2nd space-bass clef)

Vocalise #2 (non-All-Northwest years)
Sing the chromatic arpeggio pattern 8-5-3-1-3-5-8-5-3-1 using one legato syllable Mah, in eighth note triplets at the tempo of 76mm. At the end of the Mah pattern, sing modulation up a half step, then take a breath and repeat the pattern for a total of 6 times.

Starting pitches for Vocalise #2:

Soprano	C (third space)
Alto	G (second line)
Tenor	C (middle C)
Bass	G (fourth space)

c. Students will sing two excerpts from the All-State literature, chosen by the Choir Vice-president (supplied in the first Monday of September posting at www.wyomea.org)

d. A sight-reading exercise selected by the Choir Vice-president, demonstrating the student's knowledge of rhythms, intervals, and dynamics.

8.2.78 WHSAA RESPONSIBILITIES

1. Guest conductor contracts, fees, housing, and travel by June 1.
2. Provide WHSAA audition letter to WMEA Executive Director by Sept. 1.
3. Arrange for student nametags and shoulder patches.
4. Post to the WHSAA website the participants selected for All-State on Tuesday of Week 22.
5. Provide official entry forms, and other information to WMEA Manager for posting to WMEA website.
6. Accompanist fees.
7. Prompt payment of All-State guest conductors' fees and expenses and student banquet expenses.
8. Final determination of eligibility of participants.

8.2.79 ALL-NORTHWEST MUSIC CONFERENCE

Wyoming students, providing their school music director is a member in good standing of NAfME (National Association for Music Education), shall be eligible to participate in the NAfME All Northwest band, orchestra, or choir if selected. Wyoming music groups may perform at the NAfME All-Northwest Conference providing they follow audition procedures and are duly selected. Expenses for the above participants are the responsibility of the individual(s) involved and/or their local school district.

8.3.0 SPEECH

8.3.1 PHILOSOPHY

The Wyoming Speech and Debate Association and The Wyoming High School Activities Association believe that speech, as an activity, offers an unexcelled potential for promoting the democratic ideal. It follows that speech activities programs should be broad enough to provide adequate areas for maximum student participation. Furthermore, opportunities should be provided for each student to take an active part at the level of his or her ability to communicate.

An effective speech training program is designed to create a responsible citizen by offering realistic situations requiring judicious listening, intelligent speaking, and mature patterns of behavior. With proper guidance and motivation, a student, through the many speech activities, soon begins to develop leadership abilities and express ideas reasonably and persuasively. Through various speech experiences, a student should become more confident and poised.

By competing with contemporaries in the areas of communication, a student soon learns the value of careful preparation, disciplined rehearsal, and appreciation for excellence. It is necessary that everyone visualizes speech tournaments and interscholastic meets not as ends in themselves, but as important teaching devices. They provide the means by which students and teachers can evaluate the strengths and weaknesses of presentations. By correcting weaknesses and by capitalizing on strengths, students are guided into self-improvement programs.

8.3.2 GENERAL RULES

These are the expectations for all WHSAA High School Speech and Debate competitions held in the State of Wyoming. Rules specifically governing the State Tournament may differ and are articulated in section 8.3.3. Programs and/or individuals found in violation of these rules will be reported to the WHSAA for appropriate actions toward the school/program.

1) The Number of Allowable Speech and Debate Tournaments:

   Each high school student is allowed seventeen preliminary meets a year. Of those meets, a maximum of twelve meets may be in person, plus the State Speech and Debate Tournament and National Speech and Debate Association (NSDA) National Qualifying Tournament (Districts). Competing as a novice (a novice competitor is similar to a junior varsity competitor in other activities) counts toward this total. Out-of-state tournaments count toward this total.

   a) This means each individual competitor is allowed to attend seventeen tournaments, plus the State Tournament and NSDA National Qualifying Tournament. Out-of-state tournaments also count toward these totals.
   b) Schools that violate this rule will not be eligible for team Sweepstakes awards at the season's State Tournament and will be reported to the WHSAA for appropriate actions.

2) The Speech and Debate Season:

   The speech and debate tournament season will run from the Friday of WHSAA calendar week 17 through the NSDA National Qualifying Tournament or the State Tournament, whichever is later. Workshop events may be held at any time. A "workshop" is an event primarily educational in nature, intended to give students a feel for how tournaments are run, and where no final individual or team placings are tabulated or NSDA points entered for the student, other than service points.

3) Wyoming Speech and Debate Association Membership (WSDA):

   Any interested Wyoming school may become a voting member of the Wyoming Speech and Debate Association by paying an annual fee of $35.00. Any individual person may become a member by paying their $35.00 fee.

4) Participating and Voting:

   Each school in good standing may exercise a vote on matters coming before the WSDA and fully participate at the State Tournament. Each voting member school is allowed only one vote per school. Schools must be members in good standing prior to the State Tournament meeting. "In good standing" means:

   a) The school has paid its fees to WSDA before the first coaches meeting at the state tournament.
   b) Schools have not had students who have attended more than the maximum number of allowed tournaments.
   c) Schools have not knowingly entered varsity competitors into junior varsity competition.
   d) Any individual person may become a member by paying their $35 fee, entitling them to attend all meetings and conferences, voice their positions and ideas, but may not vote on issues put before the voting membership.

5) Novice Competitor Definition:

   A novice is a student who is in their first year of competition of their high school career. They will be considered novice for any October, November or December tournaments of their first season of high school competition. After Jan. 1 of any high school season, all competitors become varsity. A student will be considered varsity if they competed in any tournament in any portion of any previous high school competitive season. During the novice season, novice competitors in CX Debate will use the novice case limits as provided by NSDA. In all other debate events, Novice competitors will use the same topics Varsity competitors use. Tournament Directors hosting tournaments resolve to follow this definition.

6) Lincoln-Douglas Debate Topics:

   Bi-monthly the Lincoln-Douglas debate topic is designated by the NSDA as posted on their website and will be used at all Wyoming tournaments for those months. In late February, tournament hosts are encouraged to use the March/April topic at their tournaments.

7) Cross-Examination Debate Topic:

   Each year the Policy Debate topic designated by the National Federation of High School Activities (NFHS) and the NSDA will be used at all Wyoming tournaments for the entire season.

8) Public Forum Debate Topics:

   Each month the public forum debate topic is designated by the NSDA as posted on their website and will be used at all Wyoming tournaments for that month. In late February, tournament hosts are encouraged to use the March topic at their tournaments.

9) Congressional Debate:

   a) Any WSDA member school hosting an event should be resolved to publish legislation used in Congressional Debate competition at their competition no later than the Sunday evening prior to the start of their event.
   b) All legislation should be submitted to the point person assigned by the Fall Coaches Conference, who will place the legislation into the Google Drive folder shared by the point person in PDF format prior to the deadline given by the Tournament Director.

10) WHSAA Obscenity Clause:

a) CHOICE OF MATERIAL:
   i) It is strongly recommended that coaches use good judgment in selection of the material that is high school appropriate. Judges and community members may be offended, the reputation of the team may be tarnished and competitors may be ranked lower because of their choice in selections.
b) Obscenity Clause and Procedure for Grievance:
   i) It is up to each school's coaching staff to determine that each piece brought to Wyoming high school competitions is not significantly offensive and that the obscenity, as defined by the Supreme Court of the United States of America, has been eliminated. Any incident of obscenity clause violation must be reported to a member of the WSDA executive committee as soon as reasonably possible.
   ii) In the event of a reported incident, the WSDA Executive Committee will:
      (1) Contact the coach to investigate the reported violation and to advise the coach about appropriate action. It will then be decided to move forward or to drop the grievance. Students performing material against their coach's advice and approval should be removed from competition.
      (2) In the event that a resolution is not attained, the Executive Committee may choose to contact the administration of the school to discuss the incident and decide what further action needs to occur at that level.
      (3) If the Executive Committee and administration of the offending school deem it appropriate, the WSDA Executive Committee officers will provide a written statement to WHSAA regarding the conditions and pertinent information about the infraction.
      (4) WHSAA will review written statements and decide what further actions are necessary:
         (a) Charges dropped
         (b) Meeting with coach and administrative representative and WHSAA Board
         (c) Removal of WHSAA placing or All-State accolades
         (d) Warning/Probation (if persistent complaints possible suspension form competition)

11) Public Observation

All speech and debate performances that are part of regular tournament competition are open to public observation and, with the exception of legal limitations, there shall be no restriction as to who may watch, take notes, or "flow" the round. Audio and video recording, or internet streaming is not allowed unless approved in advance by the WSDA officer body.

12) Artificial Intelligence:
   a) In Wyoming Speech and Debate, generative artificial intelligence should not be cited as a source; while something like ChatGPT may be used to guide students to articles, ideas, and sources, the original source of any quoted or paraphrased evidence must be available if requested.
   b) Students are prohibited from quoting or paraphrasing text directly from generative AI sources like ChatGPT in events in which speeches must be the original created work of a competitor.

13) Tournament Hosting:

In order for a school to be eligible for sweepstakes at the Wyoming State Tournament, a team must have hosted or co-hosted a regular season tournament within that competitive season. Head coaches can apply for exemptions. The exemption process would be determined and enforced by WSDA and WHSAA.

14) Tournament Schedule:

Tournament schedules will be set for the following competitive season by the end of May in the school year prior. This means that each team hosting a tournament will have their tournaments locked in for the upcoming year by June 1st.

15) Intent to Attend:

Individual teams will finalize and communicate intended tournament attendance for the upcoming year at the Fall Coaches Conference.

16) Sweepstakes Eligibility:

In order to compete for sweepstakes at the Wyoming State Tournament, a school must show they have attended at least 51% of their tournaments in Wyoming. This would be determined and enforced by WSDA and WHSAA. A section will be added to the registration process for State where schools would fill out their tournaments attended that season.

17) School Classification:

Active Speech and Debate programs will be split into three classifications 4A, 3A, 1A/2A. Active will be defined as a program that has paid WHSAA dues & has hired (or is in the process of hiring as confirmed by the AD for the school) a coach for the season. All programs will be defined as active or non active as of October 15 of the current season. Active programs will then be split into thirds based on school population size (numbers released by WHSAA based on a rolling average). These are released at the beginning of the school year every two years. More information can be found here. If there is an uneven number, the extra spots will be filled from the bottom up. After this date, the classifications will be frozen for the season, meaning no program will move into another classification category for the remainder of the year. If a program joins after October 15, they will be placed into the appropriate category based on their school population size for the current season. This system will be reviewed each year. The classification system for the season will be released by the coaching body and to WHSAA by the WSDA state officers by Nov. 1.

8.3.3 STATE TOURNAMENT RULES

A. State Tournament Administration

1. Preliminary Considerations in Advance of the State Tournament
   i. The State Tournament Director will activate online registration five weeks prior to the state tournament. The WSDA President will send email notification to all eligible schools. The individual school's Forensic Director is responsible for complying with the instructions therein.
   ii. State entry forms must be submitted online (or emailed, as appropriate), complete in all particulars, including accompanying judge information. Congressional Debate legislation emailed by the deadline dates as outlined in the online registration procedures, in order for a school to be eligible for sweepstakes.
2. Eligibility
   i. No entry will be accepted unless signed by the coach in charge and by the high school principal, who shall attest each student's eligibility.
   ii. Cancellations at registration (not substitution) will cost the infringing school $20.00 for each student dropped and $50.00 in the case of each debate team (Policy, Public Forum or L-D) entry. These penalties can be avoided by contacting the Tournament Director regarding cancellations prior to registration on Thursday before the tournament begins.
   iii. The entry form must be accompanied with the appropriate fees. There will be no refunds for those students who are registered but do not attend.
3. Fee Schedule

School Registration Fee	-$75.00
Each Cross-X Debate Team	-$14.00
Each Public Forum Debate Team	-$14.00
Each L-D Debate Team	-$14.00
Each Duet Interpretation Team	-$14.00
Each Student Congress Entry	-$ 9.00
Each Individual Event Entry Slot	-$ 9.00

4. Entry Limitations
   i. A student is limited to two events at the State Tournament. Each individual may enter the following:
      - A single event
        OR
      - Any two events in any pattern (excluding debates, congress, or extemp)
        OR
      - A debate event, congress, or extemp and another event not scheduled at the same time.
   ii. A high school is limited to a total of 20 entry slots. Each student entered in any event slot constitutes an entry. All team events count as one entry. An individual student who is entered in two events counts as two entry slots. Schools may enter their allowable 20 entry slots distributed among the various events as they wish, so long as the maximum number of entry slots per school remains at 20.
5. Awards
   i. Schools shall compete in the classification designated in section 8.3.2.17 School Classification for the year. The Wyoming High School Activities Association will provide appropriate awards for the winners in each category of competition. The Wyoming Speech and Debate Association will be in charge of the awards ceremony.
   ii. Individual Events:
      1st place through 6th place medals. All finalists shall be recognized with a medal. (Duet Interpretation: 2 medals for each team.
   iii. Student Congress:
      1st place through 6th place medials.
   iv. Lincoln-Douglas Debate:
      1st place,
   v. Cross-X Debate:
   vi. Public Forum Debate:
   vii. Sweepstakes:
   viii. Contestant Awards by Class:
6. Coding
   i. Contestants must be coded for tournament scheduling purposes. The contestant coding system shall be determined by the Tournament Director. Name tags are not to be issued to participants.
   ii. The Tournament Director will distribute a "school code" sheet to coaches at registration.
   iii. Judges will not be coded except to indicate school affiliation.
7. Ballot Verification
   i. All participant ballots will be released to coaches during the designated ballot verification periods:
   ii. At the end of the preliminary rounds of debate and individual events (according to the tournament schedule). Rankings and ballot comments for preliminary rounds will be visible to coaches during the ballot verification periods but visibility will be retracted at the conclusion of the ballot verification periods until the end of the tournament.
   iii. Preliminary and culminating round rankings and ballot comments will be released in full to coaches and competitors at the conclusion of the tournament.
8. Conflict Patterns

i. A student is limited to two events at the State Tournament, and may enter two events scheduled at the same time. Students may enter 2 events in the same pattern unless one is coupled with Congress, Extemp, or a Debate.
ii. The following conflict pattern shall be in operation at the State Tournament:

Pattern (A):	Pattern (B):
Cross-Examination Debate	Extemporaneous Speaking
Lincoln-Douglas Debate	Memorized Humorous Interpretation
Public Forum Debate	Original Oratory (Memorized)
Memorized Dramatic Interpretation	Informative Speaking (Memorized)
Memorized Duet Interpretation	Student Congress
Manuscript Program Oral Interpretation	Manuscript Poetry Interpretation
Impromptu	

9. Adjudication Procedures
   i. A Tournament Adjudication Committee shall be established which consists of the elected WSDA officers and the Tournament Director (hereinafter referred to as the Tournament Committee). The Tournament Committee shall have full power to adjudicate any disputes and to clarify interpretations of these rules. The Tournament Committee's decision shall be final.
   ii. Problems, questions, protests, and points of disagreement must be submitted to the Tournament Director in writing. The Tournament Director will then arrange a meeting of the Tournament Committee.
   iii. Under exceptionally extraordinary circumstances, the Tournament Committee has the authority to modify the rules governing the operation of the State Tournament. The exercise of such authority shall be communicated to all coaches as soon as possible.
   iv. Should a member of the Tournament Committee be unavailable or involved as a party to a protest, the other members of the Tournament Committee shall appoint a replacement to insure timely consideration of the issue.
   v. In general, protests concerning debate evidence shall follow all general, currently-in-place adjudication procedures. Specifically, the following procedures shall also apply:
      - Protests shall be filed as soon as the infraction has been noted.
      - The evidence in question shall be examined by the Tournament Committee and proof of authenticity shall be required to be submitted within two (2) hours. This proof of authenticity shall include: original or photocopies of the evidence and/or complete source citations of the evidence and/or other additional substantiation as deemed necessary by the Tournament Committee.
      - Once the validity of the protest has been determined by the Tournament Committee, the burden of proof lies with the school whose evidence has been called into question.
      - The Tournament Committee shall be accorded maximum flexibility in the exercise of their duties.

10. Disqualification
    The Tournament Committee has the authority to disqualify a student's continued participation in an event due to a breach of state tournament rules.

11. Tab Room
    i. The tab room shall be closed to all high school personnel except as necessary for the officers of the WSDA to adjudicate problems and answer questions and except for those coaches assigned to and serving on the tournament staff.
    ii. The executive committee will serve in an oversight role at the State Tournament. They shall be available to handle questions and general tournament procedures.

12. Judges
    i. Judge assignments at the State Tournament are the responsibility of the tournament staff. Except for the strike procedures as stipulated herein, coaches and students are relieved of any further involvement in the process of assigning judges.
    ii. From participating schools: Coaches and "Accompanying Judges" the following commitment shall be required from those schools participating in the State Tournament:
       - 6 or less entry slots: 1 judge who can judge eight rounds or a combination of judges who will judge 8 rounds.
       - 7-12 entry slots: 2 judges who can judge 8 rounds each or a combination of judges who will judge 16 rounds.
       - 13 + entry slots: 3 judges who can judge 8 rounds each or a combination of judges who will judge 24 rounds.
    iii. Schools will be obligated for judging no more than the following rounds:
       - 6 or less entry slots: eight rounds of judging
       - 7-12 entry slots: sixteen rounds of judging
       - 13-20 entry slots: twenty-four rounds of judging

iv. No school shall be required to judge rounds in excess of their commitment. Schools may provide for all rounds of judging with as many judges as they wish to provide. They may specify which judge is to cover which part of the obligation. No judge may be obligated to judge more than eight rounds.

v. Exceptions to judging requirements will be determined on a case-by-case basis at the decision of the WSDA Executive Committee. All exceptions will be due when State entries are due.

vi. The Commissioner of The WHSAA shall communicate this judging requirement to the Superintendents of Schools and/or Principals of all Wyoming high schools in advance of the State Tournament.

vii. The entry form will require coaches to indicate which events they prefer and are competent to judge. Coaches and "accompanying" judges will not be assigned to judge students from their own schools. Coaches and "accompanying" judges shall receive no personal compensation for judging.

viii. In the case of schools with co-directors of forensics, one coach must serve "personally" and the other coach must serve as an "accompanying" judge. The intent of this rule is to prevent co-directors from sharing one judging assignment/obligation.

ix. Each coach should personally judge a minimum of two rounds, regardless of the number of "accompanying" judges provided.

x. Each coach of a school entered in debate (either Cross-X and/or L-D) will be expected to judge debate (either Cross-X and/or L-D) or provide an "accompanying" debate judge (either Cross-X and/or L-D).

xi. Accompanying judges may be substituted for a different accompanying judge upon submission of a judge information form.

xii. Former Wyoming high school students who are one year out of high school and who were active participants in competitive speech activities shall not be permitted to serve as "accompanying" judges.

xiii. In Congressional Debate coaches and "accompanying" judges may be assigned to judge or serve as parliamentarian in this event.

- Every judge will only judge one session. Judges in Congressional Debate may not be from schools which have contestants entered in the event: however, only parliamentarians who have no affiliations with members in their assigned house of congress must be used.
- The same parliamentarian must be used for all sessions of congress within a given house.

xiv. Coaches and "accompanying" judges are expected to standby when they are not assigned to judge. "Accompanying" judges should check in at the judges' table 10 minutes prior to the start of each round and, if not assigned, should remain available within earshot until all ballots have been distributed. Coaches should be generally available for standby purposes, also.

xv. If an "accompanying" judge should, on a flagrant basis, fail to show up and fulfill standby responsibilities or should fail to perform judging responsibilities in a professional manner, then a conference shall be called involving officials of the WHSAA, the WSDA, the Tournament Director, and the coach of the school which brought the "accompanying" judge.

xvi. JUDGE USE PROCESS

- During preliminary rounds, an attempt will be made to balance the mix of judges to maximize the probability that every student will be judged by a judge from each of the pools.
- During out rounds, panels will be balanced by using one judge from each of the four pools when four judges are used; and three from differing pools when three judges are used.
- No judge that judges an out round of a given event will judge an out round in the same event unless the tournament director is able to have them judge entries they have not judged before in out rounds.
- In Congress, to the extent possible, the parliamentarian and the judges in that house will come from different pools.

xvii. Judge pools will be defined as:

- Hired: Those paid judges hired by the tournament director. No more than one-third (⅓) of the pool of hired judges will be affiliated with any single college or institution; or be graduates from the same high school.
- Local: These judges are provided by the tournament host. No local judges will be assigned to judge students from the hosting school or institution.
- Coach: These are Head Coaches and Assistant Coaches as identified by the school on their registration. Coaches will not be scheduled during the two coaches' meetings.
- Accompanying: These are the judges schools bring who are not identified as coaches. Judges not affiliated with the host school/ community [they come from other communities and are not paid] who volunteer to judge will be assigned as accompanying judges.

xviii. Hired Guest Judges

- The WHSAA shall determine the payment amounts and the payment system for all hired judges.
- The Tournament Director shall send pertinent information from the State Tournament Rules to all hired-guest judges in advance of the tournament. This data shall include payment information, event and tournament rules, judging instructions, the tournament schedule, and sample ballots.
- Former Wyoming high school students who are one year out of high school and who were active participants in competitive speech activities shall not be permitted to serve as hired-guest judges. No single college campus should provide more than one-third of the hired judges.
- Alumni of a particular high school shall not be permitted to judge that school unless three (3) years have elapsed since graduation.
- If a hired-guest judge should, on a flagrant basis, fail to fulfill judging responsibilities in a professional manner, then payment (per round, mileage, per diem) from the WHSAA could be in jeopardy. This is a determination to be made by the Tournament Committee.

xix. "Walk-On" Judges

- "Walk-On" judges are those individuals whom the Tournament Director did not expect to attend the State Tournament. As a general rule, the reliance on "walk-on" judges shall be discouraged by every means possible in advance of the tournament.
- However, should "walk-ons" materialize, the following procedures and rules shall apply:
    a. "Walk-ons" shall be held in abeyance so that they are not permitted to judge for a period of at least 2 hours after arrival.

b. During this 2 hour period, the “walk-on” judges must confer with the President of WSDA as to judging procedures and criteria.
c. During this 2 hour period, the “walk-on” judges’ names and prospective events to be judged will be posted on the posting boards in the coaches’ lounges;
d. It is the responsibility of each coach to check the posting board for this data. Coaches who are judging will be notified concerning “walk-ons”.
e. Coaches must contact the Tournament Director if the coach wishes to revise his or her judge strike sheets (by adding the “walk-on” and deleting a previously struck judge if applicable). This revision of the strike sheets must occur at least 45 minutes before the beginning of the round in which the “walk-on” is to be used as a judge.
f. “Walk-on” judges who are one year out of a Wyoming high school and who were active participants in competitive speech activities shall not be permitted to serve as judges.
g. “Walk-on” judges who are alumni of a particular school shall not be permitted to judge that school unless three (3) years have elapsed since graduation.
h. “Walk-on” judges, if utilized, are not eligible to receive payment per round, mileage, nor per diem.
i. “Walk-on” judges must fill out required judges’ information.

xx. Judge Strikes
Each school is allowed three overall individual judge strikes. This means the individual judge will be struck against all entries from the school making the strike. This will apply to all events except Congress. For Congress, tab staff **will attempt to honor strikes but will reserve the right to override a strike if needed due to a shortage of judges**. Strike sheets will be made available to coaches 48 hours before the start of registration. Strikes must be completed by coaches 24 hours prior to the start of registration. If additional judges are added during this 48 hour window, additional strike sheets will be made available at registration. If a school would like to “swap” one of their original strikes in order to strike one of these new judges, they may do so at registration, in which case strikes for the first round may not be guaranteed.

13. Entry Deadline
i. The entry deadline will be stipulated in the State Tournament Brochure which will be available online five weeks in advance of the tournament.
ii. After the expiration of the entry deadline, schools who are entered in the State Tournament will be allowed to change, correct, update, or otherwise modify their State Tournament entry form provided that they promptly notify the Tournament Director by email, phone or in writing two days prior to the State Tournament. Two days prior to and through the day of registration, only name changes or substitutions will be allowed. It is the responsibility of the high school coach to update any corresponding fee assessment, based on changes made after the entry deadline, with the Wyoming High School Activities Association office.
iii. Any “drops” occurring at registration will be charged the appropriate cancellation fee as indicated in Section 8.3.3.A.3. No “additional” entries will be permitted at registration.
iv. In general, high school coaches are expected to be extremely conscientious in regard to the State Tournament entry forms and the additional information which they are required to submit. They should ensure the accuracy of their school’s entry in the State Tournament.

14. Sweepstakes
i. The high school with the largest accumulated total of sweepstakes points in each class is the winner of that class.
ii. The point system to determine the sweepstakes winners in each class is as follows:

Debate & Interp & Congress	1st place	9 points
Debate & Interp & Congress	2nd place	8 points
Debate & Interp & Congress	3rd place (semifinalists in debate)	7 points
Interp & Congress	4th place	6 points
Interp & Congress	5th place	5 points
Interp & Congress	6th place	4 points
Interp & Congress	7th place	3 points
Non-advancing Interp and Congress	Semis & Supers	2 points
Non-advancing Interp	Quarters	1 point
Non-advancing Debate	Quarters	3 points
Non-advancing Debate	Octafinals	1 point

*In the case that we need to break 8 to finals in an event, the 8th place will earn 2.5 points

15. Harassment and Discrimination Policy

i. WSDA Harassment and Discrimination policy: The Wyoming Speech and Debate Association is committed to providing its participants, judges, and coaches the opportunity to pursue excellence in their endeavors. This opportunity can exist only when each member of our community is assured an atmosphere of mutual respect. The WSDA Prohibits all forms of harassment and discrimination. Accordingly, all forms of harassment and discrimination, whether written or oral, based on race, color, religion, sex, gender identity or expression, sexual orientation, marital status, citizenship, national origin, age, disability, neurodivergence, genetic information, or any other characteristic protected by any applicable federal, state, or local law are prohibited, whether committed by participants, judges, coaches, or observers. Individuals who are found to have violated this policy will be subject to the full range of sanctions, up to and including removal from the tournament premises. WSDA will highlight, continue to refine, and promote best practices for diversity, equity, and inclusion within the speech and debate community.

ii. The State Tournament will provide and staff an equity office.

B. Individual Events

1. There will be four preliminary rounds, a possible quarterfinal, and a semifinal round, and a final round in all individual events at the State Tournament.
2. Individual events which have 60 or more competitors, will break to quarterfinals. The first priority will be to break closest to 24. Secondly, to the extent that multiple options in break points are available, the second priority will be to advance more rather than fewer students. A minimum of 20 and a maximum of 32 May Advance into quarterfinals, depending on where the clean break occurs.
3. For the preliminary rounds, the low “rank/points” (with rank having priority) will not be cumulated. The low score will not figure into the determination of student qualification for subsequent qualifying rounds. This “dropped” low score will be identified at the ballot verification period for individual events. A special note: a “no show” is indicated by a rank of 9 and 0 speaker points (rating). This “no show” designation is not dropped as the low score.
4. For the elimination rounds, there will be three (3) judges in any subsequent qualifying rounds for the individual events. Only ranks in the round will be tabulated; speaker points will not be used. Should ties have to be broken, the “judge preference” system of tiebreaking shall be employed. If ties cannot be broken, tied speakers will advance or place.
5. Judge Preference System: To the extent that any two speakers are tied on total ranks (with three judges), then an examination/analysis of those tied will reveal who was “preferred” by the judges in terms of a comparison only between those who tied.
   For example:

	Judge X	Judge Y	Judge Z	Total	Place
Speaker A	1	6	3	10	4th
Speaker B	4	4	6	14	6th
Speaker C	3	5	1	9	2nd
Speaker D	5	2	2	9	3rd
Speaker E	2	1	4	7	1st
Speaker F	6	3	5	14	5th

In the tie between speakers C and D:
Judge X prefers C over D
Judge Y prefers D over C
Judge Z prefers C over D
therefore, Speaker C is preferred over D by 2 out of 3 judges and should receive the higher placement.
In the tie between speakers B and F:
Judge X prefers B over F
Judge Y prefers F over B
Judge Z prefers F over B
therefore, Speaker F is preferred over B by 2 out of 3 judges and should receive the higher placement.

The following schematic illustrates the system to be employed:

# of students	Students per panel	Semifinal system
10	5 each	
11	5 & 6	2 panels per semifinal advance 3 from each panel into finals
12	6 each	
13	6 & 7	
14	7 each	

15	5 each	
16	5 & 5 & 6	3 panels per semifinal advance 2 from each panel into finals
17	5 & 6 & 6	
18	6 each	
19	6 & 6 & 7	
20	6 & 7 & 7	
21	7 each	

6. In the interpretation of events of Poetry, Drama, Humor, POI, and Duet the following provision shall apply: individual events cuttings/ material must be from sources of literary merit.
7. Any source material is permitted as long as it meets the standards outlined below:
    i. Original source material must not be written by the competitor who is performing it.
    ii. Original source material must be publicly accessible throughout the duration of the tournament. Digital printed publications such as web pages and PDFs retrieved or purchased from web pages are permitted as long as the web page is publicly accessible throughout the duration of the tournament. Digital unprinted publications such as videos, audio files, and films are permitted as long as the original source is publicly accessible throughout the duration of the tournament and the competitor can obtain an official transcript of the original source. (See ii.d for official transcript details.)
        a. For print publications such as novels, short stories, plays, or poetry, the original source is the physical book or e-book. Photocopies of original literature are not acceptable. Presenting the physical book or e-book is sufficient to prove that a printed publication is publicly accessible.
        b. For digital printed publications such as web pages, original source material is no longer required to come from online publishing sources listed on the NSDA Approved Websites List. The original source must be publicly accessible for viewing or purchase by a simple internet search or by a URL not requiring passwords or access codes. Competitors must also present a printed manuscript to be used in the case of a protest, but presenting a printed copy of a website is not alone sufficient to prove that a digital printed publication is publicly accessible.
        c. PDFs are permitted as long as the website from which the PDF is retrieved or purchased is publicly accessible for viewing or purchase by a simple internet search or by a URL not requiring passwords or access codes. Competitors must also present a printed copy of the PDF to be used in the case of a protest, but presenting a printed copy of the PDF is not alone sufficient to prove that a PDF is publicly accessible.
        d. For digital unprinted publications such as videos, audio files, and films, the original source must be publicly accessible for viewing or purchase by a simple internet search or by a URL not requiring passwords or access codes. Competitors must also present a printed official transcript of the original source to be used in the case of a protest, but presenting an official transcript is not alone sufficient to prove that the original source is publicly accessible. An official transcript is one approved by the original source's producer, licensing agent, or copyright holder. As long as approval has been granted, an official transcript may be obtained through the aforementioned parties or through an official transcription service such as TranscribeMe, Scribie, or iScribed, which use non-automated, manual transcription.

8. In the prepared individual events of Oratory, Poetry, Drama, Duet, POI, Informative, and Humor the following provisions shall apply: **A contestant may not use the same cuttings/material or any portion of that content, in more than one prepared event at the State Tournament**. A contestant may not substantially change cuttings/material content in subsequent rounds at the State Tournament.
9. No student may use an interpretive selection that he/she has used in any previous competitive season if the selection has two of the following three aspects: Author, Title or Source.
10. Presentations shall be without the use of visual aids or costume, with the exception of Informative which allows visual aids.
11. Literature Interpretation Events:All interpretation competitors must have immediately available either (1) a photocopy of the title page (author, title, source and copyright date) as well as the performed-portion of the original script, or (2) the original edition of the unedited literature being used in competition.
12. Online sources may be accepted if they fulfill the requirements of printed sources. Published sources may not include work created in part or in whole by the student. Online sources must include a printed copy of the script as published online including the web address and clear evidence that the source is copyrighted on this site, from which it is taken.
13. Either must also include: 1. Any words/terms spoken must be highlighted. Lines not mentioned should be left unmarked. 2. Any changes and/or additions must be indicated clearly in ink. Transitional material spoken by the student should be clearly indicated on the script.
14. Please see section 8.3.3.12.xx for information concerning the "Judge Strike System" for interpretation and public speaking events.
15. Please see section 8.3.2.10 for choice of material, obscenity clause and procedure for grievance.
16. Extemporaneous Speaking
    i. Time Limits

Extemporaneous speeches must not be less than five (5) nor more than seven (7) minutes. A 30 second grace period is allowed. Timers will show time to each speaker, from seven minutes down, changing the displayed time card as each minute elapses. If the speaker's time expires, the timer will stand. In rounds where no timer is present, the judge will show the extemper by some cue or hand signal when five minutes of speaking has elapsed. The judge may provide additional time cues, but the judge may not penalize a speaker for being overtime without having provided the five minute signal. Extemper may use their own timer, or the judge may provide one for the extemper. A performer who exceeds the time limit by more than 30 seconds may not be ranked first. No other penalty is required.

ii. Topics
All extemporaneous questions should be taken from the past three months of NFHS and NSDA extemporaneous practice topics.

iii. Procedures
Each participant, thirty minutes prior to his or her speaking assignment, will draw three topics. The participant will select one topic and prepare the speech. Judges will have copies of the questions labeled by speaker number. Contestants may make notes during the preparation time, but the use of notes, cards, briefs, or other aids is prohibited during the speech. If a student does use notes they must be moved to the bottom of the rankings. It is the responsibility of the student to adhere to the time limits. Timekeepers in extemporaneous speaking and debate will be instructed to notify the judge as to the actual speaking time for each speech.

iv. The following formatting for extemporaneous questions should be used instead of the draw of three pieces of paper with three questions on them, and these questions will be placed in the judges' ballot envelopes. Thus, all first speakers will have the same three choices for questions, for example.

EXAMPLE:
Round One
Speaker One
1. Was the federal government's decision to lift restrictions on manufacturing lethal viruses in a laboratory setting wrong?
2. Who is ultimately responsible for the resignation of Lebanon's Prime Minister?
3. What long-term steps must the International Olympic Committee take to prevent a repeat of the Russian doping scandal?

Speaker Two
1. How will the GOP tax cuts impact the unemployment rate in the United States?
2. In the wake of the FCC's decision on net neutrality, what steps can industry take to reassure the public of continued access to the resources of the Internet?
3. How will new sanctions against Russia impact the relationship between Russia and the United States?

Speaker Three
1. What steps must congressional leaders take to protect congressional employees from sexual harassment and assault at work?
2. What is the appropriate role of the federal government in protecting consumers from identity theft?
3. How will the new government of Zimbabwe differ from that led by Robert Mugabe?

ETC.

v. During the final extemporaneous round, each speaker will be asked one question by the previous speaker at the conclusion of the speech. First speaker will take a question from last speaker - who will watch the first speaker and, then after the cross-examination, will retire to prepare his or her own speech. The questioner is allowed to take notes during the speech, but he or she may not use those notes during the cross-examination. The questioner has up to one minute to ask a question; the speaker has up to two minutes to respond to the question. The quality of the question asked and the quality of the answer given are a part of the total presentation and should be considered with the ranking of the speakers. No one from the same school can question a teammate if there are 2 from the same team in finals, unless it is unavoidable because a team has more than half the people in the finals.

vi. Preparation
a. The speaker may bring files of notes or clippings on various subjects to assist in the 30 minute preparation period.
b. An adult supervisor shall remain in the extemporaneous speaking preparation room until each round is completed. This supervisor shall be responsible for the topic draw process and for maintaining decorum. Extemporaneous speakers must not be "coached" by any person during this preparation period. Coaching by anyone constitutes grounds for disqualification.
c. Students may consult published books, magazines, newspapers and journals or articles provided:
    1. The materials are either the originals or xeroxed copies of the originals.
    2. That the text of the original article or copy is intact and uncut.
    3. There are no additional written comments on the original or copy.
    4. A topical index without annotation may be present.
d. No other sources will be allowed in the extemp prep room other than the above. Extemp speeches, handbooks, briefs or outlines shall be banned.
e. The use of laptop computers in extemporaneous speaking preparation is permitted as outlined in the most current version of the NSDA national tournament manual.

17. Original Oratory (Memorized)

i. Time Limits
Orations must be not less than five (5) nor more than ten (10) minutes. A 30 second grace period is allowed. It is the responsibility of the student to adhere to the time limits. A performer who exceeds the time limit by more than 30 seconds may not be ranked first. No other penalty is required.

ii. Quotations

An original oration must be the student's own work. Not more than 150 words may be quoted and it is presumed that the quotations will be properly identified. Any appropriate subject may be used, but the orator must be truthful. Any such nonfactual reference, especially a personal one, must be identified. Violations of this section constitute grounds for disqualification.

iii. Submission of Copies

Copies of orations to be entered in the State Tournament must be in the hands of the Tournament Director by the close of registration, or the student will not be allowed to compete in this event.

iv. Standards and Delivery

a. Orations are to be delivered entirely from memory, but an oration is to be evaluated by the same standards that apply to any oral communication, with a slight shift of emphasis. Since the wording and delivery of an oration are presumed to have been carefully worked out and practiced well in advance, more polished results will be expected in both of these aspects than would be expected of the same speaker in, for example, debate or extemporaneous speaking.

b. Any oration used in a previous school year is not acceptable. A contestant may not use material from Oratory in any other prepared event at the State Tournament. A contestant may not substantially change the content of the Oratory in subsequent rounds at the State Tournament.

18. Memorized Dramatic Interpretation

i. Time Limits

Presentations of memorized dramatic interpretation, including introduction, must not be less than five (5) nor more than ten (10) minutes. A 30 second grace period is allowed. It is the responsibility of the student to adhere to the time limits. A performer who exceeds the time limit by more than 30 seconds may not be ranked first. No other penalty is required.

ii. Standards

a. Selections for memorized dramatic presentations will be essentially of a serious nature and will create a solemn and thoughtful mood. Material may be a short story or a cutting from a short story, a personal essay, a single incident or a cutting from a novel, biography, speech, or a poetic or prose play.

b. The material must be from sources of literary merit. Any source material is permitted as long as it meets standards outlined in section 8.3.3.B.7.

c. A student may not use the same selection that he/she has used in any previous competitive season. A contestant may not use material from his or her memorized dramatic interpretation in any other prepared event at the State Tournament. A contestant may not substantially change the content of his or her memorized dramatic interpretation in subsequent rounds at the State Tournament.

iii. Delivery

a. In Memorized Dramatic Interpretation, the material must be presented from memory. No manuscript or notes are allowed.

b. Those using a manuscript will be disqualified.

c. The interpreter does not act out the character or characters involved, but by changes in voice and in poise, facial expression and modified gesture, SUGGESTS the character and gives the audience an indication of attitude and frame of mind for the material being presented.

d. The presentation may not use physical objects or costuming. During the presentation the contestant must name the author and the book or magazine from which the cutting was made. Additionally:

1. Adaptations to material may only be used for the purpose of transition. The gender stated by the author must be honored. However, a female contestant may play a male role, and a male contestant may play a female role.
2. A performer may play one or more characters.
3. Monologues are acceptable in Dramatic Interpretations. If the selection is prose or poetry and contains narration performers may present the narration.

e. Reuse: A student may not use a cutting from a work of literature the student used in district or national competition in any previous contest year. A student entered in two events may not use the same selection of literature in both events.

iv. Introduction

An introduction must include verbal identification of title(s) and author(s) of selections.

19. Memorized Duet Interpretation

i. Time Limits

Presentations of memorized duet interpretation must not be less than five (5) nor more than ten (10) minutes, including introduction. A 30 second grace period is allowed. It is the responsibility of the student to adhere to the time limits. A performer who exceeds the time limit by more than 30 seconds may not be ranked first. No other penalty is required.

ii. Entries

A memorized duet interpretation team consists of two members.

iii. Standards

a. Memorized duet interpretation involves the portrayal of two or more characters presented by two individual contestants as a team. Selections for Memorized Duet Interpretation may be of a serious nature to create a solemn and thoughtful mood or may be of a light or amusing nature to create a mood of enjoyment and gaiety. Material may be a short story or a cutting from a short story, a personal essay, a single incident or a cutting from a novel, biography, speech, or a poetic or prose play. The material must be from sources of literary merit. Any source material is permitted as long as it meets standards outlined in section 8.3.3.B.7.

b. Students may not use the same selection that he/she has used in any previous competitive season. Contestants may not use the same material from their memorized duet interpretation in any other prepared event at the State Tournament. Contestants may not substantially change the content of their memorized duet interpretation in subsequent rounds at the State Tournament.

iv. Delivery

a. The presentation is memorized, and the focus is off stage and not to each other. The use of a manuscript is not allowed. Those using a manuscript will be disqualified.
b. Performance: The presentation may not use physical objects or costuming. During the presentation the contestant/team must name the author and the book or magazine from which the cutting was made. Additionally:
    1. Adaptations to material may only be used for the purpose of transition. The gender stated by the author must be honored. However, a female contestant may play a male role, and a male contestant may play a female role.
    2. Duo interpretation selections must be presented from memory.
    3. In Duo Interpretation each of the two performers may play one or more characters so long as performance responsibility in the cutting remains as balanced as possible.
    4. If the selection is prose or poetry and contains narration, either or both of the performers may present the narration.
c. Focus: In Duo Interpretation, focus may be direct during the introduction (the performers may look at each other) but must be indirect (off-stage) during the performance itself.
d. Reuse: A student may not use a cutting from a work of literature the student used in district or national competition in any previous contest year. A student entered in two events may not use the same selection of literature in both events.

v. Introduction
An introduction must include verbal identification of title(s) and author(s) of selections.

20. Manuscript Poetry Interpretation
i. Time Limits
Presentations of manuscript poetry interpretation must not be less than five (5) nor more than ten (10) minutes, including introduction. A 30 second grace period is allowed. It is the responsibility of the student to adhere to the time limits. A performer who exceeds the time limit by more than 30 seconds may not be ranked first. No other penalty is required.
ii. Standards
a. The material presented may be a single poem, a cutting from a longer poem, or a group of related short poems (e.g., contrasting themes by one poet or the same theme as dealt with by different poets). The selection or selections should be from works of literary merit.
b. Literature written in verse or free-verse may originate in print and/or digital forms. Digital sources can include online text versions, transcripts of video performances, or self-generated transcriptions of video poetry performances. Digital sources will require students to have a printed transcript of the poem presented. Students should also be able to provide a link to the website where the text and/or video is presented.
c. Any source material is permitted as long as it meets standards outlined in section 8.3.3.B.7.
d. A contestant may not use the same selection that he or she has used in any previous competitive season. A contestant may not use material from manuscript poetry interpretation in any other prepared event at the State Tournament. A contestant may not substantially change the content of the manuscript poetry interpretation in subsequent rounds at the State Tournament.

iii. Delivery
a. In manuscript poetry interpretation, the material should be read from a book or manuscript. Some form of script must be used.
b. Performance: The presentation may not use physical objects other than the required manuscript.
    1. The manuscript may be used for bookwork within the performance if the performer maintains control of the manuscript at all times. Book work in the poetry section shall be defined as any movement with the book or body.
    2. Pictures, visuals, or any additional words beyond the manuscript will not be permitted on the inside or outside of the book.
    3. Closing books for transition or effect will be permitted.
    4. During the presentation the contestant must name the author and the book or magazine from which the cutting was made. Additionally:
        i. Adaptations to material may only be used for the purpose of transition. The gender stated by the author must be honored. However, a female contestant may play a male role, and a male contestant may play a female role.
        ii. A performer may play one or more characters.
        iii. If the selection contains narration, the performer may present the narration.
c. Reuse: A student may not use a cutting from a work of literature the student used in district or national competition in any previous contest year. A student entered in two events may not use the same selection of literature in both events.

iv. Introduction
An introduction must include verbal identification of title(s) and author(s) of selections.

21. Memorized Humorous Interpretation
i. Time Limits
Presentations of memorized humorous interpretation must not be less than five (5) nor more than ten (10) minutes, including introduction. A 30 second grace period is allowed. It is the responsibility of the student to adhere to the time limits. A performer who exceeds the time limit by more than 30 seconds may not be ranked first. No other penalty is required.
ii. Standards
a. Selections for memorized humorous interpretation presentations will be essentially of a light or amusing nature with the interpreter endeavoring to create a mood of enjoyment and gaiety. Literature written in verse or free-verse may originate in print and/or digital forms. Digital sources can include online text versions, transcripts of video performances, or self-generated transcriptions of video poetry performances. Digital sources will require students to have a printed transcript of the poem presented. Students should also be able to provide a link to the website where the text and/or video

is presented. Any source material is permitted as long as it meets standards outlined in section 8.3.3.B.7.

b. A student may not use the same selection that he/she has used in any previous competitive season. A contestant may not use material from Humorous Interpretation in any other prepared event at the State Tournament.

c. A contestant may not substantially change the content of his or her memorized humorous interpretation in subsequent rounds at the State Tournament.

iii. Delivery

a. In Memorized Humorous Interpretation, the material must be presented from memory. No manuscript or notes are allowed.

b. Those using a manuscript will be disqualified.

c. Performers may play one or more characters so long as performance responsibility in the cutting remains as balanced as possible.

d. Monologues are acceptable in Humorous Interpretations. If the selection is prose or poetry and contains narration, the performer may present the narration.

iv. Reuse

A student may not use a cutting from a work of literature the student used in district or national competition in any previous contest year. A student entered in two events may not use the same selection of literature in both events.

v. Introduction

An introduction must include verbal identification of title(s) and author(s) of selections.

22. Program Oral Interpretation

i. Time Limits

There is a time limit of ten minutes, with a thirty second grace period. It is the responsibility of the student to adhere to the time limits. A performer who exceeds the time limit by more than 30 seconds may not be ranked first. No other penalty is required.

ii. Standards

a. Using selections from Prose, Poetry and Drama, students create a ten minute performance around a central theme. Program Oral Interpretation is designed to test a student's ability to intersplice multiple types of literature into a single, cohesive performance.

b. A manuscript is required and may be used as a prop within the performance if the performer maintains control of the manuscript at all times.

c. Program Oral Interpretation relies on the performer's ability to portray a wide range of characters and literature all held together under a common theme. Each program must contain at least two of the three genres and students are encouraged to include all three. Prose expresses thought through language recorded in sentences and paragraphs: fiction (short stories, novels) and non-fiction (articles, essays, journals, biographies). Poetry uses a selection or selections of literature, students provide an oral interpretation of poetry. Drama uses a play, short story, or other published work.

d. Any source material is permitted as long as it meets standards outlined in section 8.3.3.B.7.

iii. Introduction

An introduction must include verbal identification of title(s) and author(s) of selections.

23. Informative Speaking

i. Time Limits

There is a time limit of ten minutes, with a thirty second grace period. It is the responsibility of the student to adhere to the time limits. A performer who exceeds the time limit by more than 30 seconds may not be ranked first. No other penalty is required.

ii. Quotations

Not more than 150 words of the speech maybe direct quotation.

iii. Submission of Copies

Quotations must be identified orally and in a printed copy of the speech supplied prior to registration.

iv. Subject Matter

a. Students author and deliver a ten-minute speech on a topic of their choosing. Competitors create the speech to educate the audience on a particular topic. All topics must be informative in nature; the goal is to educate, not to advocate.

b. Topics are varied and interesting. Whether it be a new technological advance the audience is unaware of or a new take on a concept that everyone is familiar with, Informative is the student's opportunity to teach the audience. Types of topics and structure vary greatly.

v. Standards

a. Informative is a speech written by the student with the intent to inform the audience on a topic of significance. Informative gives students the unique opportunity to showcase their personality while educating the audience.

b. An Informative is not simply an essay about the topic — it is a well researched and organized presentation with evidence, logic and sometimes humor to convey a message.

c. Audio/visual aides may or may not be used to supplement and reinforce the message. If used, the audio/visual aids should enhance or support the message rather than distract from the overall effectiveness of the presentation.

d. Visual aids may not violate policies dictated by local and state laws (weapons, drugs, etc.).

e. The host school is not responsible for providing any facilities, equipment, including tables, chairs, or easels, or assistance in contestant's use of visual aids.

f. Expedient set up and take down of aids is expected.

g. If a visual aid displays published pictorial material, the source must be included in the work-cited page but does not need to be cited orally.

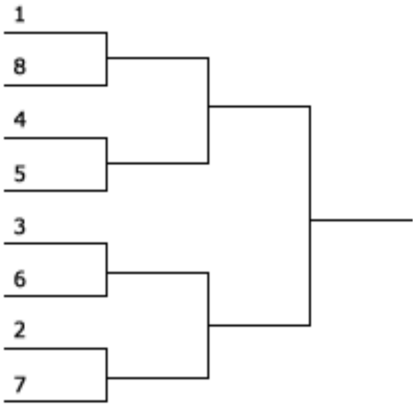
vi. Delivery

a. The speech is delivered from memory.

b. During the presentation, no electronic equipment is permitted. Electronic equipment is defined as any object requiring an electrical cord, battery, or solar power to operate it (projectors, cell phones, radios, iPads, computers, etc.).
c. The use of animals or any additional people as visual aids is not allowed during the speech.
d. Items of dress put on and/or removed for illustration during the course of the presentation are considered costumes and may not be part of the contestant's presentation.

24. Impromptu
    i. Time Limit
    The maximum time limit is 7 minutes with a 30-second "grace period," which includes both preparation and speaking. If there are multiple judges in the round, all must agree that the student has gone beyond the grace period. Should a student go beyond the grace period, the student may not be ranked 1st. There is no other prescribed penalty for going over the grace period. The ranking is up to each individual judge's discretion. Judges who choose to time are to use accurate (stopwatch function) timing devices. No minimum time is mandated.
    ii. Topics
    Topics will include proverbs, abstract words, events, quotations, and famous people The State Tournament director will be responsible for creating topics. The State Tournament Director will send out topic areas for each round of the State Tournament to coaches 14 days before the start of the tournament. The State Tournament Director will be in charge of distributing the topics before the start of each round at the tournament.
    iii. Drawing
    A judge in each section/room shall be provided a uniform set of topics, with a different subject area used for each round. Each speaker will draw three topics, choose one, and return the other two.
    iv. Preparation and Delivery
    The speaker has seven minutes in which to prepare a response and present a speech without consultation of prepared notes or electronic retrieval device.
    v. Notes No notes shall be used during presentation.
    vi. Pattern: Impromptu will be held in the Pattern (A) at the State Tournament.

C. Debate
1. Preliminary Round Pairings
    i. Cross Examination, Lincoln Douglas and Public Forum Debate. Note: Sides debated will not be a criterion for pairing Public Forum Debate.
    ii. Preliminary Round Pairings -- Rounds 1, 2: These rounds will be "preset", completely at random. No attempt will be made to avoid intra-district pairings. Competitors from the same school will not meet each other. Within any given debate division, no school shall meet the same school twice during the first two rounds, whenever possible. As a general rule, each CX team and LD debater will end the second round having had one affirmative and one negative. Byes, if necessary, will be at random.
    iii. Preliminary Round Pairings -- Round 3: This round will be power-matched high-high (similar records insofar as possible) based on the results of the first two rounds. A CX team or LD debater may debate any side in round three. Byes, if necessary, will go at random to a CX or PF team or LD debater in the lower one-third of the field from a school not having previously received a bye.
    iv. Preliminary Round Pairings -- Round 4: This round will be power-matched high-low within brackets based on the results of the first three rounds. A bracket is operationally defined as the win-loss record as apportioned into approximately one-quarter, or one-third, or one-half the field. Side constraints apply to this round so that, as a general rule, each CX team or LD debater will end the fourth round having had two affirmatives and two negatives. Byes, if necessary, will go at random to a CX or PF team or LD debater in the lower one-third of the field from a school not having previously received a bye.
    v. Preliminary Round Pairings -- Round 5: This round will be power-matched high-high, based on the results of the first four rounds, using the same parameters as Round 3.
    vi. Preliminary Round Pairings -- Round 6: This round will be power-matched high-low within brackets based on the results of the first five rounds, using the same parameters as round 4.
    vii. In addition to the above, the following rules shall apply for the preliminary rounds:
        a. During the preliminary rounds, no CX or PF teams or LD debaters from the same school shall compete against each other.
        b. During the preliminary rounds, no CX or PF team or LD debater shall compete against a team or debater which it has competed against in previous preliminary rounds at this tournament.
2. Elimination Round Pairings
    i. Teams will advance to octafinals or quarterfinals based on the results of the six preliminary rounds. These criteria will determine, in rank order, which teams shall advance to qualifying rounds:
        a. won-loss record
        b. strength of opposition throughout all preliminary rounds (total wins of opposition)
        c. Cross Examination Debate- cumulative team ranks (low is best)
        Public Forum Debate- ranking points of all four debaters
        Lincoln-Douglas Debate- cumulative speaker points (high is best, drop high-low)
        d. Cross Examination Debate- cumulative team speaker points (high is best, drop high-low)
        Public Forum Debate- quality rating of the two teams
    ii. The break-point for qualifying for subsequent qualifying rounds will be announced at the ballot verification period for debate; the teams qualifying for quarter finals will also be announced at that time.
    iii. The number of entries in Cross-Examination Debate teams, Public Forum Debate teams or Lincoln Douglas will determine the appropriate out rounds. With 12 or fewer entries, elimination rounds will begin with Semi-finals. With more than 12 but less than 44 elimination rounds will begin with quarterfinals. With more than 44 teams/competitors, elimination rounds will begin with octafinals, allowing 12 teams/competitors bracketed high-low in eight brackets. In all cases, partial elimination rounds at the next level will be required to assure that all teams/competitors with a 4-2 record could advance.
    iv. The following schematic is the bracket for quarterfinals:



This bracket may be broken if two teams from the same school are scheduled to meet in the quarterfinals. Should the bracket have to be broken, the smallest possible shift in relative position should occur. Should three teams (or more) from the same high school advance to the semifinal rounds, then a conference shall be held with the coach involved to determine the best way to proceed.

3. Responsibilities of debaters reading evidence
    i. Each debater is responsible for the validity of all evidence they read in the debate.
    ii. In all rounds debaters shall orally deliver during each round for each piece of evidence introduced the name or the author and date. The team reading the evidence must have along with the information delivered orally the author's qualifications, complete source, date accessed, and the complete url and/or hyperlink available (Full Citation). Lack of an available full citation shall void any effect of that piece of evidence in the round.
    iii. Either no internal ellipsis (ellipses occur after the first word of the quotation and before the final word) may be used in evidence cited on a card, or ellipsis may be shown on cards if the original source or a photo copy is present. The evidence may be read in ellipses form, but the entirety of the evidence must be available in one of the two ways cited.
    iv. Personal letters or telegrams shall not be admissible as evidence.
    v. All evidence must be read aloud to be considered in a decision. The use of visual aids, charts, handouts, etc. shall not be allowed in Policy, LD or PF.
    vi. All evidence delivered orally in each round must be made available to the opposing debaters for inspection and review immediately before or immediately after the speech in which it was delivered. Debaters can accomplish the exchange of evidence either by giving the opposing debaters a physical or electronic copy of the evidence or by allowing the opposing debaters to inspect and review the evidence on whatever medium upon which it was read.
4. Responsibilities of debaters challenging evidence
    i. Indictments or protests of the validity of evidence must be made on substantive grounds. A challenger must have either the original source or a photocopy of the source being cited,
    or:
    ii. A challenger must demonstrate that reasonable search has not been able to locate the source - photocopies of relevant pages in Book in Print, Reader's Guide, or P.A.I.S.
    or:
    iii. A challenger must prove that they have not been able to locate an electronic source, service, publication, etc.
5. Use of laptop computers
    i. The use of laptop computers shall be allowed in Public Forum, Lincoln Douglas, and Policy debate as outlined in the latest NSDA National Tournament Manual.
    ii. Computers or other electronic devices may not be used to receive information from any person (coaches or assistants included) inside or outside the room in which the competition occurs.
    iii. Internet access, use of e-mail, instant messaging, or other means of receiving information from persons inside or outside the competition room are prohibited. (This does not prohibit communication between debate partners during prep time.)
        a. Sanction: Contestants found to have violated this provision shall be disqualified from the tournament and shall forfeit all rounds.
        b. At the Wyoming State Tournament the Executive Committee shall make the final decision concerning disqualification.
        c. At local tournaments using the state rules, the tournament director may disqualify a team for such violation.
    iv. The use of the internet during rounds shall only be permitted if there is public internet available to all at the competition site.
        a. Contestants found to have violated this provision (for example : using a hotspot if public internet is not available) shall forfeit the round of competition and receive zero points.
    v. Contestants electing to use computers are responsible for providing their own computers, batteries, extension cords and all other necessary accessories.
        a. Tournament hosts shall not be responsible for providing computers, printers, software, paper, or extension cords for contestants.
    vi. Contestants choosing to use computers and related equipment accept the risk of equipment failure.
        a. No special consideration or accommodations, including no additional prep time or speech time, will be given by judges or contest directors should equipment failure occur.
6. Availability of Evidence

i. Contestants electing to use computers shall have the responsibility to promptly provide a copy of any evidence read in a speech for inspection by the judge or opponent.
ii. Printers may be used. Evidence may be printed in the round or produced electronically, but must be provided in a format readable by the opposing team and the judge.

7. Because public speaking decorum remains an important element of debate, all debaters are expected to stand (if physically able) at the front of the room facing the judge while speaking.
8. Definitions
   i. A "Serious distortion" exists when evidence itself contains added or deleted word(s) which do not clarify, but - in fact –change the position of the author with respect to the issues in question.
   ii. "Nonexistent evidence" means that:
      a. Reasonable search is unable to produce the original source and/or the team reading the evidence is unable to provide the original source or a photocopy of the relevant pages during the round should the opposing debaters challenge the validity of evidence.
      b. A failure to have available a Full Citation, as defined above, when requested by the opposing debaters.
      c. The evidence cited is not located in the original source cited. Typographical errors in citation will not automatically result in the evidence being labeled nonexistent, if the debater(s) reading the evidence can produce the correct information.
9. Penalties
   i. Penalties for use of nonexistent evidence or evidence which seriously distorts the intention of the original source.
      a. An infraction of serious distortion or nonexistent evidence rules as defined in section C.8.i, C.8.ii.a, and C.8.ii.c shall result in the disqualification of the offending debater(s) from the tournament.
      b. Any debater(s) found by the State Officers to be using nonexistent evidence as defined in C.8.ii.b shall forfeit the round in which the evidence was challenged but will not be disqualified from the tournament unless the forfeiture of the round results in a forfeiture of an elimination round.
10. Cross-Examination Debate
   i. Entries and General Procedures
      a. A cross-examination debate team consists of two members. Each team shall be prepared to debate both negative and affirmative sides of the resolution.
      b. Each debate team will debate six preliminary rounds, generally three affirmative and three negative (although not necessarily in alternating order).
      c. All debates at the State Tournament will be judged on a win-loss basis and all debaters will be rated on a speaker-point scale.
      d. Team members may switch cross-exam periods or rebuttal speeches, but not both.
      e. Please see Section 8.3.3.12.xx for information concerning the "Judge Strike System" for Cross-Examination Debate.
      f. Debate postings and ballots shall not show the school name.
   ii. Standards
   Debate is regarded as competitive oral persuasion. Debaters are not attempting to solve a social problem, but rather to convince the judge of the desirability or undesirability of the particular solution set forth in the proposition debated.
   iii. Time Limits
   Cross-Examination Debate:

Aff.	8 minutes constructive speech
Neg.	3 minutes cross-x period
Neg.	8 minutes constructive speech
Aff.	3 minutes cross-x period
Aff.	8 minutes constructive speech
Neg.	3 minutes cross-x period
Neg.	8 minutes constructive speech
Aff.	3 minutes cross-x period
Neg.	5 minutes rebuttal speech
Aff.	5 minutes rebuttal speech
Neg.	5 minutes Rebuttal speech

Aff.	5 minutes rebuttal speech
Each cross-x debate team will be allowed eight (8) minutes of preparation time without penalty.	

It is the responsibility of the student to adhere to the time limits.

11. Lincoln-Douglas Debate
    i. Entries and General Procedures
        a. A Lincoln-Douglas "team" shall consist of one member prepared to debate both negative and affirmative sides of the resolution.
        b. Each L-D debater will debate six preliminary rounds, generally three affirmative and three negative (although not necessarily in alternating order).
        c. All L-D debates at the State Tournament will be judged on a win-loss basis and all L-D debaters will be rated on a speaker point scale.
        d. Please see Section 8.3.3.12.xx for information concerning the "Judge Strike System" for Lincoln-Douglas Debate.
        e. Debate postings and ballots shall not show that school name.
    ii. Time Limits

Aff.	6 minutes. constructive speech
Neg.	3 minutes cross-x period
Neg.	7 minutes constructive speech
Aff.	3 minutes cross-x period
Aff.	4 minutes rebuttal speech
Neg.	6 minutes rebuttal speech
Aff.	3 minutes rebuttal speech
Each Lincoln-Douglas debater will be allowed four (4) minutes of accumulated preparation time without penalty.	

It is the responsibility of the student to adhere to the time limits.

12. Public Forum Debate
    i. Entries and General Procedures
        a. A Public Forum Debate team shall consist of two members. Each team shall be prepared to debate both pro and con sides of the resolution.
        b. Each public forum debate team will debate six preliminary rounds. Sides for all rounds will be determined by the flip of a coin with the winning side determining either which side of the resolution they will defend, or whether they will go first or last in speaking order. The other team will then choose from the remaining option of its side or whether to go first or last. In no instance, including the meeting of two teams for the second time, will sides be determined by any other method than by the flip of a coin between the two teams debating.
        c. Please see Section 8.3.3.12.xx for information concerning the "Judge Strike System" for Public Forum Debate.
    ii. Standards
    Debate is regarded as competitive oral persuasion. Public Forum debaters are encouraged to focus upon a social problem defined monthly by the NSDA. Because this event attempts to model media debate, judges may be active coaches who teach in a classroom or are community judges.
    iii. Time Limits
    Public Forum Debate:

Speaker 1 Team A	4 minutes constructive speech
Speaker 1 Team B	4 minutes constructive speech
Crossfire	3 minutes
Speaker 2 Team A	4 minutes rebuttal speech
Speaker 2 Team B	4 minutes rebuttal speech
Crossfire	3 minutes

Speaker 1 Team A	3 minutes summary speech
Speaker 1 Team B	3 minutes summary speech
Grand Crossfire	3 minutes
Speaker 2 Team A	2 minutes final focus speech
Speaker 2 Team B	2 minutes final focus speech
Each Public Forum debate team will be allowed three (3) minutes of accumulated preparation time without penalty.	

It is the responsibility of the student to adhere to the time limits.
Procedure and Order of Speeches:
Prior to EVERY round and in the presence of the judge(s), a coin is tossed by one team and called by the other team. The team that wins the flip may choose one of two options: EITHER the SIDE of the topic they wish to defend (pro or con) OR the SPEAKING POSITION they wish to have (begin the debate or end the debate). The remaining option (SIDE OR SPEAKING POSITION) is the choice of the team that loses the flip. Once the speaking positions and sides have been determined, the debate begins (the con team may lead, depending on the coin flip results). Following the first two constructive speeches, the two debaters who have just given speeches will stand and participate in a three-minute "crossfire". In "crossfire" both debaters "hold the floor". However, the speaker who spoke first must ask the first question. After that question, either debater may question and/or answer at will. At the conclusion of the summary speeches, all four debaters will remain seated and participate in a three-minute "Grand Crossfire" in which all four debaters are allowed to cross-examine one another. The speaker who gave the first summary speech must ask the first question. Teams should alternate asking and answering questions rather than allowing one team to dominate so that a balance between teams is achieved. All speakers are encouraged to participate in the Grand Crossfire. Speakers should listen respectfully to opponents' questions and answers.
Paraphrasing: authoritative source versus general understanding. If paraphrasing is used in a debate, the debater will be held to the same standard of citation and accuracy as if the entire text of the evidence was read. Paraphrasing may be used to shorten or clarify one specific portion of an original source. It should not be confused with a general summary of an entire book, chapter, study, etc., which may only be used for information that is widely considered to be common knowledge. Paraphrasing focuses on a single idea, while summary focuses on a general concept. For example, if a debater references a specific theory by a specific author, the debater must also be able to provide an original source. If a debater were to reference social contract theory in general, that would not be an authoritative source that would require citation. However, if the debater references "John Locke's Social Contract," evidence would need to be available.

13. Congressional Debate
    i. General Philosophical Statement
        a. Congressional Debate combines the very best of debate, extemporaneous speaking, and oratory. As well, it is desirable to maintain much of the decision-making processes in the hands of the competitors while continuing to ensure a high degree of competition.
        b. The setting, as the dialogue between the participants, should be as formal as possible to maintain the demeanor of the house. Dress, actions, and conversation, therefore, should be consistent with and conducted as if it were taking place in the Congress of the United States.
        c. Congressional Debate as in any democratic society, finds parliamentary procedure rooted in three principles: 1) the will of the plurality decides action and procedure; 2) the rights of the minority to address the assembly and otherwise participate are to be protected; and 3) the rules exist to serve the organization and are equally applicable to all of the membership.
    ii. Entries
        a. Congressional Debate participants may double enter in any other event at the State Tournament so long as the other event is not in the same time schedule conflict pattern.
        b. Procedure and guidelines for the participation in this event can be found in the NSDA handbook, including time limits. No NSDA procedures or guidelines will be used at the State Tournament if they are in conflict with Congressional Debate procedures specifically stated in this document.

    iii. Number of Sessions
    There will be one (1) organizational session, four (4) preliminary sessions and two (2) super congress sessions at the State Tournament.
    iv. Structure
        a. Experience has demonstrated that a house with too many members will be unmanageable and not provide students the opportunity to fully participate. Conversely, a house with too few students will not offer sufficient interaction to make the competition worthwhile. NSDA advises that the optimum membership in a house of a student congress is 20. Whenever possible during the course of the year but particularly during the State meet, this rule should be considered as inviolate as practical.
        b. Congressional Debate participants will be informed as to which legislation will be debated in their house as soon as possible after the final split is determined
        c. The formula Base of Three will be used. Coaches will be able to place up to three of their competitors within a given house, depending on the number of houses needed for Congressional Debate.
        d. Preset, randomized recency will be used in every round of Congressional Debate at the State Tournament.

e. Direct questioning: The presiding officer will open the floor for questions following each speech. The presiding officer will recognize questioners for a cross-examination period of no more than 30 seconds. Questioners will be chosen according to a separate questioning recency.

f. Direct questioning will be used in every round of Congressional Debate at the State Tournament.

v. Organization

a. Each participant entered in Congressional Debate may submit one, and only one, Bill or Resolution. The Bill or Resolution must be properly typed on 8 1/2" x 11" white paper. All Bills and Resolutions received electronically at registration returned via email by the Tournament Director (or his/her staff) to all schools entered in Congressional Debate.

b. Bills or Resolutions which are not electronically submitted with the official entry forms and which are "late," i.e. submitted after the entry deadline, will not be accepted for duplication or distribution by the Tournament Director. If "late" bills or resolutions are accepted for addition to the agenda order, they may be added only to the bottom of the agenda order, after all the pre-submitted bills have been debated. Sufficient copies of "late" Bills and Resolutions must be provided by each school. The tournament staff will not duplicate "late" Bills or Resolutions at the site of the State Tournament.

c. Students who pre-submit Congressional Debate legislation with their State Tournament Registration will be guaranteed an authorship speech when the legislation comes to the floor, prior to the application of other parliamentary or procedural rules.

d. A Bill is an enumeration of specific provisions which, if enacted, will have the force of law. A Resolution is simply a generalized statement expressing a conviction. A Resolution will generally center debate on the broad principles of the concept; A bill is more apt to concentrate on the merits of the specific provisions it contains. Although they are not necessary, a Resolution may have "Whereas" clauses, but a Bill never has them.

e. The most repetitive offenses in legislation are the lack of line numbers, lack of penalties when required, initiation date, and the misunderstanding of the intent of what a bill and resolution does and doesn't do and confusing the two.

vi. Parliamentarian's Duties and Obligations

a. A parliamentarian shall be used for all sessions of an assigned house. That Parliamentarian may not have students from his or her school as members of that given house.

b. All houses will operate much more effectively and efficiently if the Parliamentarian does not fear to intervene in order to head off potential problems. This should not be construed to mean that the parliamentarian should run the session, rather that he/she should have a firm hand on the reins to avoid a runaway congress. The parliamentarian should not be "rushed" into making a hasty or improper decision. After all, his/her decisions are final and should be made after due deliberation. The parliamentarian's guide should be the NSDA Handbook and Robert's Rules of Order, tempered by common sense and a desire to see the session run as an orderly function. When the Parliamentarian is in doubt or the issues are clouded to the degree resolution cannot be attained without undue delay in the proceeding, the issue should be resolved by unrestrained debate of the participants; however, the Parliamentarian shall make this decision at his/her sole discretion and may elect to hear arguments from both sides of the issue for so long as it may take him/her to make a decision. Addresses to the problem by the members to the Parliamentarian shall not be counted as a speech and shall be considered by neither the judges nor the Parliamentarian in ranking the student.

c. Each school, which has congress competitors, will be allowed one parliamentarian strike. If not possible to honor all the strikes, the parliamentarian with the fewest strikes shall be used.

vii. Judging Criteria in General

Evidence
Logic
Parliamentary Procedure
Public Speaking

a. As the figure above would indicate, there is a hierarchy of criteria upon which to help in the selection of the best legislator. Evidence to substantiate the assertions of the speaker or questioner, for instance, has a greater primacy over analogy, and much more than mere opinion. In like manner, discernible flaws in logic during debate and the use of parliamentary procedure are also distinguishing features.

b. One should clearly see the relationship of a superior speaker and his/her ability as related to the legislation within a structural framework of evidence, analysis and logic, extension and development of the issues, speaking ability, and leadership. Speakers who do nothing more than state the obvious or offer redundant arguments should be discouraged, although this should not preclude development of the issues. As well, one should not neglect assaults and justifications during the two-minute examination period which tests the extent of the speaker's knowledge and the questioner's ability to construct a foundation for later speeches or to later denigrate the position of the author or speaker. Elections of the best speakers, legislation and chair by the membership of the houses are done in conjunction with an independent parliamentarian and judges, however, this does not obviate the need for "political" activities and interaction of the members; indeed, it enhances this necessity. The officials should be acutely aware and sensitive to the "floor work" occurring in the chambers during the session.

viii. Judges Duties and Obligations

a. One judge will be assigned for each session for each house that has fewer than 14 members. Two judges will be assigned for each session for each house that has 14 or more members.

b. Individual judges will consider the results of one or two rounds as the needs of the congress and the availability of a judging pool dictates. A ballot should be completed by the judge for all members of the given house judged, whether the participants spoke during the session or not. Judges are requested not to confer with others about their decisions, reasons for ranking, individual likes or dislikes, or reasons for decisions with students, coaches, or each other until all rounds of congress

have been completed. Completed scoring sheets by the judges will be given only to the congressional monitor to avoid an impression of collusion.

c. The judges will rank the highest scoring or the best participants. The ranks given will be one through seven (one being first place) at the end of each session. All other members of the session shall receive an eighth place.

d. Each School which has congress competitors will be allowed one Congress judge strike. If it is not possible to honor all these strikes, a preferential system will be used. That is, the judges with the least number of strikes will be used.

e. All Congressional Debate judge strike sheets will be held in confidence by the tournament staff.

ix. Tabulation

a. At the end of all preliminary sessions, the judges' rankings from each session will be added together, and the parliamentarian ranking will be included.. Final placement will be determined by the lowest total cumulative score receiving first place, etc., on to the highest total receiving last place. In the event of a tie, the parliamentarian's preference will prevail. When only one house is in session during the preliminary rounds, the top twenty legislators will advance to super congress. If two houses are in session during the preliminary rounds, the top ten legislators will advance to super congress from each house. If three houses are in session during the preliminary, the top six legislators will advance to super congress from each house.

b. **Mandatory ranking of chair:** Any student chairing a minimum of 1 hour at a Wyoming Speech and Debate event shall automatically earn a rank of 1st, 2nd, 3rd, 4th, or 5th place in that competitive round. A judge may choose to not rank a chair due to misconduct or poor performance but must clearly state on the ballot the reason for the non- ranking. Any ballot where the judge fails to rank a chair who has met the time requirement or where the judge has not clearly given the reason for non-ranking shall be audited by tab room personnel to note a 3rd place ranking (for the chair) in that round, thus moving all subsequent ranked students on that ballot one rank lower.

x. Tabulation- Super Congress

The same procedure in 8.3.3.C.13.ix. Tabulation will be used to determine the top six legislators in Super Congress.

xi. Best Legislation

a. Nominations for Best Legislation will be taken from the floor at the end of the last session by the Parliamentarian, but will not number more than five. After balloting, the top two will be selected by the body.

b. The tab room will tabulate the top winners of best legislation from each house. The authors of the best legislation from each house will be recognized during the awards program.

xii. Best Chair

a. The Parliamentarian will nominate not more than three exceptional members of the congress for Best Chair. The body shall then make their will known by ballot.

b. The tab room will tabulate the top winner of best chair from each house. The best chair from each house, including super congress, will be recognized during the awards program.

xiii. Super Congress

a. All legislation for Super Congress at State would be generated from previous year's NSDA national super congress, which includes semi final and final legislation. Any legislation, which had been discussed, that are similar to the NSDA national super congress legislation will be eliminated by the tournament director. This legislation is available on the NSDA website. No copies will be provided to competitors.

b. A new parlimentarian and three judges will be appointed for Super Congress.

c. Two sessions of super congress will be held during the last day of the state forensic meet.

d. The parliamentarian will rank all members of the chamber. The parliamentarian will not reveal his or her ranks to the membership. The ranking ballot used by the parliamentarian should have "Parliamentarian" clearly marked on it. At the end of the Super Congress sessions, the judges' rankings from the session will be added together, along with the ranking of the parliamentarian. Final placement will be determined by the lowest total cumulative score receiving first place, ect., on to the highest total receiving last place. In the event of a tie, parliamentarian's preference will prevail.

e. Semifinal points will be awarded to non-ranked Super Congress participants.

8.3.4 GENERAL SUGGESTIONS

A. Extemporaneous Speaking

1. It is suggested that students expecting to participate in this event become familiar with the technique of writing a statement of purpose, a statement of central idea, and an outline in complete sentences of the main heading and supporting material. In reading and studying magazines, the extemporaneous speaker should try to trace and evaluate developments, trends, tendencies and relationships of current events.

2. An extemporaneous speaker is not expected to display the preparation and polish of a debater or orator. The student is supposed to have gathered a considerable fund of information relevant to the topic selected and the extemporaneous speech should test the ability to quickly select, organize and present those ideas in a unified, significant communication.

B. Original Oratory

1. Subject Matter: Theoretically, an orator may have any purpose. Students should be encouraged to deal with problems and subjects which concern them directly and of which they have personal knowledge and experience.

2. Although emotional appeals are suitable in an oration, students should always support their main statements by evidence, explanation, comparison, factual or hypothetical illustrations, specific instances, testimony, or logical reasoning.

C. Memorized Dramatic Interpretation

1. It is recommended that all selections should be obtained from the works of a writer of recognized stature, NOT from a "declamation agency" or a recording. It is recommended that overly dramatic or emotional material be avoided.

2. Videos of previous final round performances are intended to provide educational examples for coaches and students. They are not intended to serve as a model to directly imitate or duplicate in performance. The wholesale interpretation of final round performances is strongly discouraged.
3. Focus: In dramatic interpretation, use of focal points and/or direct contact with the audience should be determined by the requirements of the literature being interpreted.
4. The interpreter of memorized dramatic literature should preface the interpretation by a few brief remarks to establish a personal contact with the audience and to help them achieve a receptive mood and frame of mind for the material to be presented. A dry, formal statement of biographical data should be avoided.
5. Material should be thoroughly studied and analyzed, carefully practiced and prepared. The interpreter should remember, however, that the student is interpreting the author's work to the audience, not impersonating or directly presenting it.

D. Memorized Duet Interpretation
1. The interpreters should preface their Memorized Duet Interpretation presentation by a few brief, informal extemporaneous remarks to establish a personal contact with the audience and to help them achieve a receptive mood and frame of mind for the material to be presented. A dry, formal statement of biographical data should be avoided.
2. Material should be thoroughly studied and analyzed, carefully practiced and prepared. The interpreters should remember, however, that students are interpreting the author's work to the audience, not impersonating or directly presenting it.
3. Videos of previous final round performances are intended to provide educational examples for coaches and students. They are not intended to serve as a model to directly imitate or duplicate in performance. The wholesale interpretation of final round performances is strongly discouraged.

E. Manuscript Poetry Interpretation
1. Introduction. The interpreter in manuscript poetry interpretation should preface the reading by a few brief remarks to establish a personal contact with the audience and to help them achieve a receptive mood and frame of mind for the material to be read. A dry, formal statement of biographical data should be avoided.
2. It is suggested that the reader have the materials to be read in a neat folder or notebook, easy to hold and handle, or a book, provided it can be easily handled. Loose paper, clippings, etc. should be avoided.
3. Videos of previous final round performances are intended to provide educational examples for coaches and students. They are not intended to serve as a model to directly imitate or duplicate in performance. The wholesale interpretation of final round performances is strongly discouraged.
4. Focus: In manuscript poetry, use of focal points and/or direct contact with the audience should be determined by the requirements of the literature being interpreted.

F. Memorized Humorous Interpretation
1. Material should be thoroughly studied and analyzed, carefully practiced and prepared. The interpreter should remember, however, that the student is interpreting the author's work to the audience not impersonating or directly presenting it.
2. Videos of previous final round performances are intended to provide educational examples for coaches and students. They are not intended to serve as a model to directly imitate or duplicate in performance. The wholesale interpretation of final round performances is strongly discouraged.
3. Focus: In humorous interpretation, use of focal points and/or direct contact with the audience should be determined by the requirements of the literature being interpreted.
4. The interpreter in memorized humorous interpretation should preface the presentation by a few brief remarks to establish a personal contact with the audience and to help them achieve a receptive mood and frame of mind for the material to be presented. A dry, formal statement of biographical data should be avoided.

G. Program Oral Interpretation
1. Students who choose to compete in POI should focus on making an interesting argument that is supported in different ways by each piece of literature they select.
2. A clear and significant theme should be evident
3. Performances can also include an introduction written by the student to contextualize the performance and state the title and the author of each selection.

8.3.5 Constitution of of the Wyoming Speech and Debate Association

ARTICLE I: NAME

The name of this organization shall be THE WYOMING SPEECH AND DEBATE ASSOCIATION.

ARTICLE II: PURPOSE

The purpose of this organization shall be to unite those teachers with academic and professional interests in the field of speech and to facilitate the promotion and advancement of speech in all its phases in the schools of Wyoming. Activities will include cooperation with the Wyoming High School Activities Association in conducting inter-scholastic speech activities and meets, the development of speech curricula, the improvement of speech standards, the encouragement of professional affiliation, holding workshops and meetings, and other activities which will promote speech in Wyoming.

ARTICLE III: MEMBERSHIP

Section 1: Any teacher in Wyoming who is interested in speech may become a member upon the payment of annual dues.

Section 2: Only members who have declared their interests in speech and have paid their dues shall be eligible to vote or to seek office in the Association.

Section 3: Only paid-up members who are in good standing shall be considered in determining a quorum.

Section 4:Membership in the Association is not required of teachers or persons sponsoring students at the state forensics meet.

ARTICLE IV: OFFICERS AND THEIR DUTIES

Section 1:The officers of the Association shall be a president, a vice-president/treasurer, a secretary and a public relations relations officer

Section 2:The president shall preside at all regular and special meetings of the Association. He/she shall also preside at the meetings of the executive council, which he/she shall have the power to call. He/she shall have the power to appoint any necessary committees, and shall be an ex-officio member of all committees, except the nominating committee. The president shall be authorized to represent the Association at meetings of other related organizations.

Section 3:The vice-president/treasurer shall act in the absence or disability of the president, and shall have all the powers and perform all the duties of the president.

The vice-president/treasurer shall collect and keep all dues and other funds for the Association. He/she shall keep an accurate account of all receipts and expenditures and prepare a yearly financial statement to share with members at the fall state meeting. He/she shall maintain an official membership file and issue membership receipts.

Section 4:The secretary shall record the minutes of all regular and special meetings of the Association, as well as the minutes of all executive council meetings, to submit for approval at the state Association meetings for approval. He/she shall attend to the correspondence of the Association. The secretary shall communicate to the executive secretary of the Wyoming High School Activities Association all matters of Association business that pertain to the state forensics meet and other interscholastic speech activities. He/she shall have custody of the Constitution and the minutes archive document. He/she shall maintain an official membership file.

Section 5: The public relations officer shall be the administrator for the WSDA website, shall work to bring more public recognition to the Wyoming Speech and Debate community and shall facilitate communication among the WDSA members.

Section 6: It shall be the duty of all elected officers to attend the meetings of the executive council in order to handle the necessary matters of business that arise between other meetings.

ARTICLE V: TERM OF OFFICE AND ELECTION OF OFFICERS

Section 1:The officers shall serve for two years and shall continue in office until the end of the meeting at which new officers are elected.

Section 2:The election of officers shall be made during the spring meeting of the Association on odd-numbered years.

Section 3:Two nominations for each office shall be made by a nominating committee. Other Nominations may be made from the floor.

Section 4:A majority of the votes cast shall constitute an election to office.

Section 5:Vacancies in offices shall be filled by appointment made by the president, with the approval of the executive council.

ARTICLE VI: EXECUTIVE COUNCIL

Section 1:The executive council shall consist of the elected officers of the Association and the immediate past president.

Section 2:The executive council shall conduct any necessary matters of business that arises between regular meetings. It may also serve in an advisory capacity in other matters of the Association.

ARTICLE VII: MEETINGS

Section 1:One regular meeting of the Association shall be held during the annual WHSFA Fall Convention, and one regular meeting shall be held during the annual state forensics meet in the spring.

Section 2:Special meetings may be called by the president and/or the executive council, if necessary, provided that all members are given ample notice of the meeting.

ARTICLE VIII: VOTING

Section 1:On certain matters, such as election of officers and constitutional amendments, on which notices have been circulated to all members thirty days prior to the meeting, an absentee ballot may be cast.

Section 2:Absentee ballots must be delivered by voting time to the secretary in a signed and sealed envelope for counting.

Section 3:Voting for officers of the Association shall be done by using a ballot prepared by the nominating committee.

Section 4:Each member school or individual may exercise a vote on matters coming before the WHSFA. Each school has only one vote. Schools must be members in good standing prior to the State Tournament meeting.

ARTICLE IX: QUORUM

Section 1:A quorum shall consist of at least 25% of the members in good standing.

ARTICLE X: DUES

Section 1: The annual membership dues shall cover membership for one year beginning on October 1 and ending on September 30.

Section 2: In order to be a member school or individual, dues shall be payable at the fall meeting of the Association or before February 1.

ARTICLE XI: COMMITTEES AND THEIR DUTIES

Section 1: A nominating committee of three people shall be elected at the fall meeting during the membership year in which new officers are to be elected. They will serve as a standing committee for that year.

The committee shall contact members about their interests and abilities to serve as an officer in the Association. The committee shall present two nominations for each office and prepare the voting ballot.

Section 2: A program committee of three people shall be appointed by the president to plan the program for the fall meeting. The plans for the program shall be submitted to the conference host for inclusion in the convention program.

Section 3: The president shall appoint any special committees and direct their duties at any time they are needed.

ARTICLE XII: ORDER OF BUSINESS

Section 1: The order of business, for regular meetings of the Association shall be as follows:

1. Call to order
2. Roll Call
3. Reading and approval of all minutes
4. Treasurers' report
5. Report from standing committees
6. Report from special committee
7. Unfinished business
8. New business
9. Program or other items
10. Adjournment

Section 2: There shall be no particular order of business for meetings of the executive council.

ARTICLE XIII: RULES OF ORDER

Section 1: All matters of procedures not specifically covered by this Constitution shall be conducted in accordance with Robert's Rules of Order, Newly Revised.

ARTICLE XIV: AMENDMENTS

Section 1: This Constitution may be amended by a two-thirds vote of the members in a regular meeting, provided that a written copy of the proposed amendment is presented to the secretary and to all members for consideration thirty days prior to the meeting voted upon.

March, 2024

8.4.0 STATE THESPIAN TOURNAMENT

8.4.0 ELIGIBILITY:

Prior to arrival at the tournament, any attending school must have on file in its principal's office a list that has been approved by the member school's principal verifying that each student has been found academically eligible to participate (cast, crew, assistants, model, responsible student, etc.).

8.4.1 FEE SCHEDULE:

Registration Per School	105.00
Proscenium Play	42.00 Per Entry
Per Entry Arena Plays	42.00 Per Entry
Per Entry Group Performance Art	42.00 Per Entry
Per Entry Monologue	12.00 Each Monologue
Each Monologue Duet Scene	12.00 Each Scene
Each Scene Scenic Design	12.00 Per Individual Entry
Per Individual Entry Costume Design	12.00 Per Individual Entry
Per Individual Entry Make-up Contest	12.00 Per Individual Entry
Per Individual Entry Original Script	12.00 Per Individual Entry

Per Individual Entry Publicity	12.00 Per Individual Entry
Per Individual Entry Lighting Design	12.00 Per Individual Entry
Per Individual Entry Sound Design	12.00 Per Individual Entry
Per Individual Entry Stage Management	12.00 Per Individual Entry
Per Individual Entry Costume Creation	12.00 Per Individual Entry
Per Team Entry Tech Olympics	12.00 Per Individual Entry

Per Individual Entry Each school is allowed 5 drops for no extra cost. After the first 5 drops, a fee of $25 will be added for each drop to be billed by WHSAA.

8.4.2 ATTENDING:

Schools that wish to observe the various performances are encouraged to attend the tournament. These schools will only be charged a school registration fee of $35.00.

8.4.3 CHOICE OF MATERIAL:

- It is strongly recommended that Directors use good judgment in selection of the play or material that is high school appropriate. Judges may be offended and students may pay a consequence for this choice.
- Obscenity Clause and Procedure for Grievance It is up to each school's administration to determine that each production brought to the Wyoming State Drama Competition does not offend the moral standards of their community and that obscenity has been eliminated. If the script has been read and the staged production viewed and approved by the administrator of the producing school, the production is eligible for presentation at any contest site.
    - Each school's administrative team* must affirm this review when they sign the "Community Standards Compliance Form." If the play cannot be cut to meet community standards, then the play should not be selected for contest use. It is the duty of each director and their administrator to make a responsible selection for the students you work with and the community you represent. Make sure that you discuss the choice of script and questionable language and business with your administrators.
      *administrative team may include principal, activity directors, and/or school board. Because schools differ in size and personnel, we have left this term unspecific. However, this term usually applies to principals, superintendents, activity directors, and/or school board.
    - Directors who have secured approval from their administration as specified on their "Community Standards Compliance Form" may also choose to submit an e-mail WEST if they feel their material requires a preface or caution to viewers. This will be added to the list serve as a way for other directors to decide if such material is something they wish their students to attend. Although such disclosures are NOT required, establishing communication among directors is appreciated in an attempt to create a safe and educational environment for all schools and guests.
    - In the event that WEST or WHSAA is contacted regarding "obscene material," it is proposed that the following procedure be followed. Complaints must be submitted via e-mail to the WEST Board within two (2) weeks of the State Competition. If outside of that window, the grievance will be dropped.
        - WEST will:
            - Contact the administrative team listed on the compliance form
            - Review complaints against the school with administrative team member/s
            - Administrative team will provide a written statement to WEST regarding said compliant
            - WEST Board will pass both written grievance and administrative statement on to WHSAA
            - WHSAA will review written statements and decide what further actions are necessary:
                - Charges dropped
                - Meeting with director and administrative representative and WHSAA Board
                - Removal of WHSAA placing or All-State accolades
                - Warning/Probation (If persistent complaints possible suspension from competition possible)
- Plays presented may be either a one-act play or a scene or scenes from a longer play. If a cutting from a longer play is used, the selection should be relatively self-contained and self-explanatory and should not require either knowledge of the entire play or an extended narrative introduction.
- If an introduction is used it will count as part of the 30 minute time limit

8.4.4 ENTRIES:

- * Each school may enter two of these three categories.
- * LIMITATION: Any combination of six entries per school
- A school may bring any combination of the above categories
- All technical entries must adhere to the exact description of components in each designated category.
- Any entry failing to meet this requirement will be disqualified.

Acting entries per schools are:

Category	**# of Entries**
Proscenium	1*
Arena	1*
Group Performance Art	1*
Monologues Varsity	1-4

Duets Varsity	1-4
Small Group	1-4
Solo Musical	1-4
Duet Musical	1-4
Small Group Musical	1-4
Dramatic Monologues (Novice Workshop)	1-2
Comedic Monologues (Novice Workshop)	1-2
Dramatic Duets (Novice Workshop)	1-2
Comedic Duets (Novice Workshop)	1-2

Technical entries per schools are:

Category	**1st year**	**2nd year**	**3rd year**	**4th year**
Real Make-up	1-2	1-2	1-4	1-4
Fantasy Make-up	1-2	1-2	1-4	1-4
Scenic Design	Unlimited	Unlimited	Unlimited	Unlimited
Costume Design	Unlimited	Unlimited	Unlimited	Unlimited
Publicity	Unlimited	Unlimited	Unlimited	Unlimited
Lighting Design	Unlimited	Unlimited	Unlimited	Unlimited
Stage Management	Unlimited	Unlimited	Unlimited	Unlimited
Sound Design	Unlimited	Unlimited	Unlimited	Unlimited
Costume Creation	Unlimited	Unlimited	Unlimited	Unlimited
Tech Olympics	1-2	1-2	1-2	1-2

Original Script Limits

Category	**# of entries**
Monologues	1-6*
Duets	1-6*
One Act	1-6*

- Each school must submit a number list to the State Drama Competition Tournament Director by the last Friday of October. This list does not require student names. It gives the State Drama Tournament Director the number of entries in each category so he/she may begin a basic schedule.
- Each school must submit Official Registration Form (found on the WEST website , WHSAA student list, and payment sent to WHSAA. Due dates are found in the packet as well as the WHSAA address.
- Student Conduct: Students need to attend performances, not hanging around performance areas, halls or lobby. It must be quiet around all performance areas at all times. Impress on your students how to behave in a theater. Rules of WHSAA apply at all times. Students must wear nametags at all times except during performances. Nametags are to be provided by each school for the State Drama Tournament.

8.4.51 PROSCENIUM PLAY:

- Performance Area: The host school will provide a floor plan of the performing area, a lighting plot, available props, and sound limitations. Do not assume what is available. Schools may wish to transport their own props.
- Time Limit: There is a 30 minute limit. Plays must not go overtime. At 30 minutes lights will be cut to half. At 31 minutes lights will black out and the play will be stopped.
- Royalties: Must be paid before performance and a proof of payment must accompany the coach to the tournament and be turned in at registration.
- Critiques: Refer to evaluation form included in your registration packet for performing guidelines. An oral critique between the judges, director, and actors will follow the performance.
- Set-Up And Strike: There is a 10 minute time limit for setting up and a 10 minute time limit allowed for the strike. Strike should occur prior to the critique, and includes all clean up of the performance area. These times are not to be exceeded. This time will not be included with the 30 minute performance time limit.
- Programs: Each school is responsible to bring a minimum of ten programs and make sure each judge receives a program. Refer to program example in the registration packet.

8.4.52 ARENA PLAY:

- This is a play performed in the round.
- Performance Area: The host school will provide a floor plan of the performing area, a lighting plot, available props, and sound limitations. Do not assume what is available. Schools may wish to transport your own props.
- Time Limit: There is a 30 minute limit. Plays must not go overtime. At 30 minutes lights will be cut to half. At 31 minutes lights will black out and the play will be stopped.
- Royalties: This must be paid before performance and a proof of payment must accompany the coach to the tournament and be turned in at registration.
- Critiques: Refer to evaluation form included in your registration packet for performing guidelines. An oral critique between the judges, director, and actors will follow the performance. Set-up and Strike: There is a 10 minute time limit for setting up and a 10 minute time limit allowed for the strike. Strike should occur prior to the critique, and includes all clean up of the performance area. These times are not to be exceeded. This time will not be included with the 30 minute performance time limit.
- Programs: Each school is responsible to bring a minimum of ten programs and make sure each judge receives a program. Refer to program example in the registration packet.

8.4.53 DEVISED THEATRE:

- This is an evolving presentational art. In the past, off-stage focus, focus toward the audience, rather than looking directly at the other characters was used. Recently, conventions have allowed for conversation between characters, but including the audience in a broader conversation is paramount. Performance is typically done in a proscenium format.
- Material: Any type of literature may be used, a single piece of literature or an assemblage of many different pieces of literature centering around a theme.
- Performance: Movement is suggestive, symbolic and stylized rather than representational and realistic as in conventional acting. The stage pictures should result in an ensemble presentation in which the interpreters are a continual part of each scene. The literature should suggest ensemble dress; however, this is not a main focus. Interpreters should use their suggestive portrayal of the character(s) and notmake-up or costume. It is suggested the ensemble remain small. Scripts may be used in a representational manner.
- Performance Area: The host school will provide a floor plan of the performing area, and available black cube acting boxes. Do not assume what is available. Schools may wish to transport their own equipment.
- Royalties: Must be paid before performance and a proof of payment must accompany the coach to the tournament and be turned in at registration. However, if the performance is an original creation or a blending of a variety of material no royalties will be necessary.
- Critiques: Refer to evaluation form included in the registration packet for performing guidelines. An oral critique between the judges, director, and actors will follow the performance. Set-Up And Strike: There is a 10 minute time limit for setting up and a 10 minute time limit allowed for the strike. Strike should occur prior to the critique, and includes all clean up of the performance area. These times are not to be exceeded. This time will not be included with the 30 minute performance time limit.

Acting Events: In all acting events (Monologue, Duet, Group, Solo Musical, Duet Musical, Group Musical) students are to be dressed in blacks.

The following acting events are to follow these guidelines:

- Dress
  - Entrants must wear all black including all black shoes
  - Clothing should be professional yet allow easy movement for the actor to accommodate the action of the performance
  - Entrants should refrain from wearing anything that might distract the adjudicators
- Introduction which includes
  - The entrant's name
  - School Name
  - Title of both selection(s)
    - Monologues have 2 contrasting selections all other events have 1 selection
  - Name of the playwright
  - Remain within strict time limits

8.4.6 VARSITY MONOLOGUES:

- In Acting – Monologues, the skills measured are:
  - Use of transitions into and out of character
  - Ability to create a believable character
  - Communication of objective, tactics, and relationships
  - Use of focus and concentration
  - Integration of voice, body, movement, and staging In a monologue performance the entrant must follow these guidelines:
- After the introduction (slating), time begins with the first word or acting action (if it proceeds the first word)
- Monologues are not to exceed three minutes
- Appropriate material:
  - Prepare two selections
    - Monologues should represent two contrasting selections (may be different in period, style, or mood)
    - Each selection should be approximately one and one-half minutes each o Each selection should reflect an important moment in the play o Only one character from each play may be portrayed in each selection
- Follow strict limits on props:
  - Props (including hand-held props), costumes, or theatrical makeup are not allowed
  - One chair may be used

8.4.61 VARSITY DUET:

- A duo is defined as a performance for two players, every participant must be actively involved in the scene chosen for performance.
- In Duet Scene, the skills measured are:
    - Use of transitions into and out of character
    - Ability to create a believable character
    - Communication of objective, tactics, and relationships
    - Use of focus and concentration
    - Integration of voice, body, movement, and staging In a Duo/Group Scene performance the entrants must follow these guidelines:
- After the introduction (slating), time begins with the first word or acting action (if it proceeds the first word)
- Duet scenes are not to exceed five minutes
- Appropriate material:
    - Each participant must be actively involved in the scene
- Follow strict limits on props:
    - Props (including hand-held props), costumes, or theatrical makeup are not allowed
      For duo acting, two chairs may be used

8.4.62 SMALL GROUP:

- A group scene is defined as a performance for three to sixteen players.Every participant must be actively involved in the scene chosen for performance.
- In Duo/Group Scene, the skills measured are:
    - Use of transitions into and out of character
    - Ability to create a believable character
    - Communication of objective, tactics, and relationships
    - Use of focus and concentration
    - Integration of voice, body, movement, and staging In a Duo/Group Scene performance the entrants must follow these guidelines:
- After the introduction (slating), time begins with the first word or acting action (if it proceeds the first word)
- Duo/group scenes are not to exceed five minutes
- Appropriate material:
    - Each participant must be actively involved in the scene
- Follow strict limits on props:
    - Props (including hand-held props), costumes, or theatrical makeup are not allowed
    - For group acting, one table and up to six chairs may be used

8.4.63 SOLO MUSICAL:

- In a musical theatre solo performance, the entrant must present one musical selection from a published script written for musical theatre.
- The judges will consider how well the piece is acted, not only how well it is sung.
- The selection may contain dialogue; however, this is primarily a “sung and not spoken” selection
- In Musical Theatre – Solo Performance, the skills measured are:
    - Use of transitions into and out of character
    - Ability to create a believable character
    - Communication of objective, tactics, and relationships through dialogue and music
    - Use of focus and concentration
    - Vocal skill and technique
    - Use of dance and movement
    - Integration of voice, body, movement, and staging
- After the introduction (slating), time begins with the first word or acting action (if it proceeds the first word)
- Musical theatre solo performances are not to exceed five minutes
- Performers MUST use pre-recorded, non-vocal musical accompaniment; no live music is permitted.
    - Accompanists are not permitted
    - A cappella performances are not permitted
- Follow strict limits on props:
    - Props (including hand-held props), costumes, or theatrical makeup are not allowed
    - One chair may be used

8.4.64 DUET MUSICAL:

- In a musical theatre duet, the entrants must present one musical selection from a published script written for musical theatre.
- The judges will consider how well the piece is acted, not only how well it is sung.
- The selection may contain dialogue; however, this is primarily a “sung and not spoken” selection.
- A musical theatre duet is defined as a musical theatre performance for two players. Every participant must be actively involved in the scene chosen for performance.
- In Musical Theatre – Duet Performance, the skills that measured are:
    - Use of transitions into and out of character
    - Ability to create a believable character
    - Communication of objective, tactics, and relationships through dialogue and music
    - Use of focus and concentration
    - Vocal skill and technique

    - Use of dance and movement
    - Integration of voice, body, movement, and staging In a Musical Theatre – Duet/Group Performance the entrants must follow these guidelines:
- After the introduction (slating), time begins with the first word or acting action (if it proceeds the first word)
- Musical theatre duet/group performances are not to exceed five minutes
- Performers MUST use pre-recorded, non-vocal musical accompaniment; no live music is permitted.
    - Accompanists are not permitted
    - A cappella performances are not permitted
- Follow strict limits on props:
    - Props (including hand-held props), costumes, or theatrical makeup are not allowed
    - One chair may be used

8.4.65 MUSICAL SMALL GROUP

- In a musical theatre group performance, the entrants must present one musical selection from a published script written for musical theatre.
- The judges will consider how well the piece is acted, not only how well it is sung.
- The selection may contain dialogue; however, this is primarily a "sung and not spoken" selection.
- A musical theatre group scene is defined as a musical theatre performance for three to sixteen players. In each case, every participant must be actively involved in the scene chosen for performance.
- In Musical Theatre –Group Performance, the skills that measured are:
    - Use of transitions into and out of character
    - Ability to create a believable character
    - Communication of objective, tactics, and relationships through dialogue and music
    - Use of focus and concentration
    - Vocal skill and technique
    - Use of dance and movement
    - Integration of voice, body, movement, and staging In a Musical Theatre – Duet/Group Performance the entrants must follow these guidelines:
- After the introduction (slating), time begins with the first word or acting action (if it proceeds the first word)
- Musical theatre group performances are not to exceed five minutes
- Performers MUST use pre-recorded, non-vocal musical accompaniment; no live music is permitted.
    - Accompanists are not permitted
    - A cappella performances are not permitted
- Follow strict limits on props:
    - Props (including hand-held props), costumes, or theatrical makeup are not allowed
    - One chair may be used

8.4.66 NOVICE MONOLOGUES

- Monologues are divided into two categories: Dramatic and Humorous. This must be a cutting from a play, or an original creation, (any selection published in a Monologue book should still come from a play.) The actor must portray only one character. Scenes should be blocked for proscenium.
- All selections must fall under the educational Fair Use. (to see a list of appropriate selections visit the International Thespian Society website for usable selections)
- Performance Area: A classroom area is used for performance.
- Time Limits: There is a 4 minute maximum with no minimum. Performers will be visually warned at 4 minutes and verbally cued to stop at 4.30. The time will begin after the introduction.
- Introductions: Performers need only to state their name, title of monologue and school.
- Royalties: No payment required.
- Critiques: Refer to evaluation form included in the registration packet for performing guidelines. The same adjudicators will judge all monologues. Oral critiques will follow a group of performers.
- Set-Up And Strike: Set up is limited to one minute, and includes all clean up of the performance area.
- Programs: Each school is responsible to bring two programs and make sure each judge receives a program found in the State Drama Packet.
- Furniture: The host site will provide: 1 table, 2 chairs, and 1 bench. Each school is responsible for bringing their own hand props. Set up is limited to one minute.

8.4.67 NOVICE TWO-PERSON-SCENES (DUET):

- Two person scenes are divided into two categories: Dramatic and Humorous. This must be a cutting from a play, or an original creation, (any selection published in a Monologue book should still come from a play.) Each actor of the two-person scene must portray only one character. Scenes should be blocked for proscenium.
- All selections must fall under the educational Fair Use. (to see a list of appropriate selections visit the International Thespian Society website for usable selections)
- Performance Area: A classroom area is used for performance.
- Time Limits: There is an 8 minute maximum with no minimum. Performers will be visually warned at 8 minutes and verbally cued to stop at 8.30. The time will begin after the introduction.
- Introductions: Performers need only to state their name, title of work and school.
- Royalties: No payment required.
- Critiques: Refer to evaluation form included in the registration packet for performing guidelines. Oral critiques will follow a group of performers.

- Set-Up And Strike: Set up is limited to one minute, and includes all clean up of the performance area. Programs: Each school is responsible to bring two programs and make sure each judge receives a program found in the State Drama Packet.

8.4.7 SCENIC DESIGN

- One scene design entry per student.
- All information should be included in an 8 ½ "x 11" research notebook.
- Designers will use graphic standards (USITT) for all scenic designing. Visit the USITT website for standard designs (see the WEST website for link).
- Design may be computer-generated or hand-drawn.
- All floor plans and models should be executed in the same scale.
- All notebooks need to have labeled tabs for organization.
- Designers may be interviewed to defend designs.
- Students should focus on one major location in large shows; however, one acts or standard non-musical shows may be the best choice.
    - 1st year:
        - Floor plan
            - scale of either ½ inch or ¼ inch
            - mounted on a display board no larger than 28" x 38" Only 1st year mounts the floor plan. (All other years will place floor plan into the notebook.)
            - Performance space
            - Backstage space
            - Audience areas
            - Sightlines
        - A research notebook containing the following:
            - An extra floor plan folded to fit into the notebook with the title block facing front.
            - One page maximum design concept form including a brief description of the play and a discussion defending the choices made.
            - A collection of images showing the progression of research in selecting elements of the set including furniture, textures, paint samples, etc.
            - Using your choices create a collage showing the color and the aesthetic relationship of set elements used on stage.
            - Sketches from the audience point of view.
        - One act play
        - Presentation describing the marketing plan, process, and execution (not to exceed 4 minutes) with 2 minute Q & A with the judge.
    - 2nd year :
        - All requirements from 1st year (excluding the mounted floor plan)
        - Front elevations of the design using no color should be created including the dimensions of each element (excluding the furniture).
            - Front elevations will be placed in the notebook.
        - Full length straight play with stationary scenery (non Musical)
        - Presentation describing the marketing plan, process, and execution (not to exceed 4 minutes) with 2 minute Q & A with the judge.
    - 3rd year:
        - All requirements from 1st and 2nd year.
        - Rendering or Model-
            - At Least figure must be included in the rendering or model to show proportion and scale.
            - If a Model is chosen it needs to include a simple structure of the theatre performance space including proscenium arch if applicable, wing space and walls. Model needs to fit through a single standard door.
            - If a Rendering is chosen it needs to be a perspective image created in a color media and matted on a display board no larger than 28" x 38".
        - Full Length Play with movable scenery (non Musical)
        - Presentation describing the marketing plan, process, and execution (not to exceed 8 minutes) with 4 minute Q & A with the judge.
    - 4th year : All requirements from 1st , 2nd , and 3rd year:
        - Full play
            - Musical or straight play must have fly system in use and or movable scenery
        - Presentation describing the marketing plan, process, and execution (not to exceed 8 minutes) with 4 minute Q & A with the judge.
    - Critique: Refer to evaluation form included in the registration packet for guidelines.

8.4.71 COSTUME DESIGN

- One costume design entry per student.
- All information should be included in an 8 ½ "x 11" research notebook.
- One costume plate per page can be placed into plastic sheet protectors.
- Designs needs a face, it may be a simple cross.
- Hair is important, especially if you are doing a period show.
- Figures should not appear to be floating. A simple line for grounding is acceptable.

- One character per plate, unless you want to include a rear view or detailed accessories. Hats, gloves, shoes, etc. Material swatches must accompany each design.
- Students will duplicate one costume plate (8 ½" x 11"), mounted, and display it for the public.
- Fabric swatches and concept statement will be placed on the page facing the costume design they reference.
- Place swatches on the outside of plastic sheet protectors:
    - The swatches should be proportional with the largest piece of material being the material used the most in the design and decreasing to the smallest swatch being the material used the least in the design.
    - Be sure to remember to include the swatches of trim material.
- The costume design should be labeled with: o Name of the play, act and scene
    - Name of the character
    - Placed on the design written by hand or a separate typed label
- Artist must sign all designs.
- Research should be placed into the notebook and contain:
    - A One page design statement
    - Complete research
    - Theme of the show
    - Design unifying concept
    - Script requirements

    - 1st Year:
        - Three costume plates of any single or multiple characters. These must be three different costumes.
        - Presentation describing the marketing plan, process, and execution (not to exceed 4 minutes) with 2 minute Q & A with the judge.
    - 2nd Year:
        - Six costume plates of any single or multiple characters. These six must be different costumes.
        - Costume chart - what each character wears and when, to be inserted into the notebook.
        - Research materials to show process of designing the show to be inserted into the notebook.
        - Presentation describing the marketing plan, process, and execution (not to exceed 4 minutes) with 2 minute Q & A with the judge.
    - 3rd Year:
        - Six costume plates of any single or multiple characters.
            - These must be six different costumes.
        - Costume chart - what each character wears and when, to be inserted into the notebook.
        - Research materials to show process of designing the show to be inserted into the notebook.
            - Budgetary Requirements or other constraints or considerations
            - Script Requirements
            - Techniques used within the design
        - Presentation describing the marketing plan, process, and execution (not to exceed 8 minutes) with 4 minute Q & A with the judge.
    - 4th Year:
        - Design the full show - every character, every costume, with a minimum of twelve costume plates. These must be twelve different costumes.
        - Costume chart - what each character wears and when, to be inserted into the notebook.
        - Research materials to show process of designing the show to be inserted into the notebook.
            - Budgetary Requirements or other constraints or considerations
            - Script Requirements
            - Techniques used within the design
        - Presentation describing the marketing plan, process, and execution (not to exceed 8 minutes) with 4 minute Q & A with the judge.
    - Critique: Refer to evaluation form included in the registration packet for guidelines.
    - Display: Contestants are encouraged to bring constructed costumes of her/his design if mannequins are available.
        - These costumes will not be judged nor will it affect the critique process.

8.4.72 MAKE-UP:

- Make-up is divided into two categories: realistic and fantasy (non-realistic).
- Realistic is defined as a human face, which may have natural or inherited deformities or injuries. Example: injuries include bruises, cuts, scars, burns, wounds, etc.
    - Fantasy (non-realistic) is defined as a human face, which has been transformed into something non-human. Example: animal, inanimate object, alien, mythical creatures, and horror, etc.
    - Artist should be prepared to verbally defend design choices. The individual character's design is based on the designer's character concept. The character is created by the student based on the limits of the event.
- Entry Limitations: Each school may enter a maximum of: 2 First year Realistic Make-up 2 First year Fantasy Make-up 2 Second year Realistic Make-up 2 Second year Fantasy Make-up 4 Third year Realistic Make-up 4 Third year Fantasy Make-up 4 Fourth year Realistic Make-up 4 Fourth year Fantasy Make-up
- Prosthetics: A three dimensional, artificial substitute for an added part of the facial features. An exception of handmade prosthetics is as follows: wigs, teeth, eyelashes, and contacts. (2nd year makeup designs may have purchased or student-made prosthetics. 3rd and 4th year must have student made prosthetics.)
- Design: You must have a drawn design of a side profile and full frontal view. The sheet provided in the packet shows the view needed and placed in the report cover. A one-page character analysis and design concept needs to be placed in the report cover.
- Oral Critiques: Critiques will follow application times.
- Only report covers with three brads and pockets are to be used. No Three Ring Binders.
- Hair may be moderately styled. All prosthetics and embellishments need to be applied during the application time.

REAL MAKE-UP

- 1st year:
  - Completed straight make-up that changes the structure of the model's face by the use of two-dimensional makeup. (i.e. making the model appear to have a rounder face than normal)
  - Make-up design is for one character (the age of the character is not to exceed 49 years of age), full front and profile.
  - Character must be from a play.
  - Report Cover includes:
    - Any research done on the techniques used and or the type of character
    - Physical reference pictures which pertain to the make-up design
    - At least one physical picture showing what the model originally looked like
    - List of materials
    - Other materials listed in the top portion of the rules
  - Artist cannot use prosthetics or applied facial hair.
  - Application time will be one hour.
  - Apply make-up to a model or self.
- 2nd year:
  - Completed aged (50 years or older) make-up design for one character, full front and profile.
  - Character must be from a play.
  - Report Cover includes:
    - Any research done on the techniques used and/or the type of character
    - Physical reference pictures which pertain to the design for a make-up
    - At least one physical picture showing what the model originally looked like
    - List of materials
    - Pictures showing the process of creating any prosthetics used
    - Other materials listed in the top portion of the rules
  - The artist may use prosthetics and/or apply facial hair.
    - Prosthetics may be purchased or student-made
  - Apply make-up to a model or self. Application time will be one and one-half hours.
- 3rd year:
  - Completed a moulage (wound), disease, or malformation (may be any age), full front and profile.
  - Character may be from a play or self-created.
    - If character is self-created, analysis sheet needs to give a background of the character.
  - Report Cover includes:
    - Any research done on the techniques used and/or the type of wounds the character has.
    - Physical reference pictures which pertain to the make-up design.
    - At least one physical picture showing what the model originally looked like
    - List of materials
    - Pictures showing the process of creating any prosthetics used
    - Other materials listed in the top portion of the rules
  - The artist may use prosthetics and/or apply facial hair.
    - Prosthetics must be student-made.
  - Apply make-up to a model or self. Application time will be one and one-half hours.
- 4th year:
  - Any type of realistic design for one character, (may be any age, malformations, and gender swap), full front and profile.
  - Character may be from a play or self created.
  - If character is self-created, analysis sheet needs to give background of the character.
  - Report Cover includes:
    - Any research done on the techniques used and/or the type of wounds the character has
    - Physical reference pictures which pertain to the design for a make-up
    - At least one physical picture showing what the model originally looked like o List of materials
    - Pictures showing the process of creating any prosthetics used
    - Other materials listed in the top portion of the rules
  - The artist may use prosthetics and/or apply facial hair.
    - Prosthetics must be student-made.
  - Apply make-up to a model or self. Application time will be one and one-half hours.

FANTASY MAKE-UP (non-realistic)

- 1st year:
  - Completed fantasy make-up design for one character using two-dimensional makeup, full front and profile.
  - Character must be from a play.
  - Report Cover includes:
    - Any research done on the techniques used and/or the type of character
    - Physical reference pictures which pertain to the make-up design
    - At least one physical picture showing what the model originally looked like
    - List of materials
    - Other materials listed in the top portion of the rules
  - Artist cannot use prosthetics or applied facial hair.
  - Apply make-up to a model or self. Application time will be one hour.
- 2nd year:
  - Completed make-up design based on turning the human form into an animal.
  - Character must be from a play.
  - Report Cover includes:

        - Any research done on the techniques used and or the type of character
        - Physical reference pictures which pertain to the design for a make-up
        - At least one picture showing what the model originally looked like
        - List of materials
        - Other materials listed in the top portion of the rules
    - The artist may use prosthetics and/or apply facial hair.
    - Prosthetics may be purchased or student-made.
    - Apply make-up to a model or self. Application time will be one and one-half hours.
- 3rd year:
    - Completed make-up design for one mythological character, full front and profile.
    - Character may be from a play or self created.
    - Report Cover includes:
        - Any research done on the techniques used and or the type of character
        - Physical reference pictures which pertain to the design for a make-up
        - At least one physical picture showing what the model originally looked like
        - List of materials
        - Other materials listed in the top portion of the rules
    - The artist may use prosthetics and/or apply facial hair.
    - Prosthetics must be student-made.
    - Apply make-up to a model or self. Application time will be two hours.
- 4th year:
    - Completed make-up design for one character, full front, and profile. This character is to be a combination of an inanimate object and a specific type of creature selected for that year's competition. (To find this year's challenge, look in the current state packet.)
    - Character may be from a play or self-created.
    - Report Cover includes:
        - Any research done on the techniques used and/or the type of character
        - Physical reference pictures which pertain to the make-up design
        - At least one physical picture showing what the model originally looked like
        - List of materials
        - Other materials listed in the top portion of the rules
    - The artist may use prosthetics and/or apply facial hair.
    - Prosthetics must be student-made.
    - Apply make-up to a model or self. Application time will be two hours.

8.4.73 PUBLICITY

- One Publicity entry per student
- Use of images should not violate copyright laws.
- Team Size: Single student entry only.
- Display: Students need one self-supporting display board (such as foam or mat) for all elements of their publicity displays, which may not exceed 24" x 30".
    - 1st Year:
        - Advertising poster may not exceed 11" x 17".
        - Attach design concept form (see Registration packet) to the lower right-hand corner facing the viewer.
        - Ticket: not to exceed 2" x 5.5"
            - Ticket must be functional and mass-producible.
        - Research should be placed into the notebook and contain: A collection of information showing careful and diligent investigation or experimentation aimed at the discovery and development of the practical design rationale. (Information beyond the script.)
        - Presentation describing the marketing plan, process, and execution (not to exceed 4 minutes) with 2 minute Q & A with the judge.
    - 2nd Year:
        - Advertising poster may not exceed 11" x 17".
        - Attach design concept form (see Registration packet) to the lower right-hand corner facing out to the viewer.
        - Ticket: not to exceed 2" x 5.5"
            - Ticket must be functional and mass-producible.
        - Press Release (see example in the packet), which should also include a publicity photograph for the show.
        - Design one of the following visual advertisements: Postcard or Advertisement for the newspaper (larger than one column not to exceed 4" x 6").
        - Create at least one social media presence or plan of execution (Facebook, twitter, Instagram, etc). Link should be included on all advertising materials
        - Presentation describing the marketing plan, process, and execution (not to exceed 4 minutes) with 2 minute Q & A with the judge.
    - 3rd Year:
        - It is strongly suggested that the marketing plan be from a realized production.
        - Advertising poster may not exceed 11" x 17".
        - Attach design concept form (see Registration packet) to the lower right-hand corner facing the viewer.
        - Ticket: not to exceed 2" x 5.5"
            - Ticket must be functional and mass-producible.
        - Two Press Releases (see example in the packet) Also include a publicity photograph for the show.
            - One is an informational release
            - Second is feature article
        - Program Design (a copy of the completed program).

        - Design one of the following visual advertisements: Postcard or Advertisement for the newspaper (larger than one column not to exceed 4” x 6”).
        - Program ad solicitation form (see example in packet).
        - Create at least one social media presence and plan of execution (Facebook, Twitter, Instagram, etc). Link should be included on all advertising materials.
        - Formulate a marketing schedule and budget (A fair timeline would be within two months of a production. See example in the packet.)
        - Research should be placed into the notebook and contain: A collection of information showing careful and diligent investigation or experimentation aimed at the discovery and development of the practical design rationale. (Information beyond the script.)
            - Realized Outcomes
                - Indicate budget versus money spent
                - Make note of free services
                - Determine what the actual or comparable service would cost
                - Number of tickets sold per performance versus house capacity
                - Compare the outcome to a similar show previously produced
        - Presentation describing the marketing plan, process, and execution (not to exceed 8 minutes) with 4 minute Q & A with the judge.
    - 4th Year:
        - It is strongly suggested that the marketing plan be from a realized production.
        - Advertising poster may not exceed 11" x 17".
        - Attach design concept form (see Registration packet) to the lower right-hand corner facing the viewer.
        - Ticket: not to exceed 2” x 5.5”
            - Ticket must be functional and mass-producible.
        - Program Design (a copy of the completed program).
        - Design both of the following visual advertisements: Postcard and Advertisement for the newspaper (larger than one column not to exceed 4” x 6”).
        - Two Press Releases (see example in the packet) Also include a publicity photograph for the show.
            - One is an informational release
            - Second is feature article
        - Formulate a marketing schedule and budget (A fair timeline would be within two months of a production. See example in the packet.)
        - Create a website homepage for the production, show a significant online content such as a web page, a YouTube video or similar. Include means for judges’ access (e.g. QR code, URL, etc).
        - Create at least one social media presence and plan of execution (Facebook, twitter, Instagram, etc). Link should be included on all advertising materials.
        - Program ad solicitation form (see example in packet).
        - Presentation describing the marketing plan, process, and execution (not to exceed 8 minutes) with 4 minute Q & A with the judge.
        - Research should be placed into the notebook and contain: A collection of information showing careful and diligent investigation or experimentation aimed at the discovery and development of the practical design rationale. (Information beyond the script.)
        - Realized Outcomes
            - Indicate budget versus money spent
            - Make note of free services
            - Determine what the actual or comparable service would cost
            - Number of tickets sold per performance versus house capacity
            - Compare the outcome to a similar show previously produced

8.4.74 LIGHTING

- One lighting design entry per student.
- All information should be included in an 8 ½ “x 11” research notebook.
- Designers will use graphic standards (USITT) for all lighting designs. Visit the USITT website for standard designs (see the WEST website for link) Design may be computer-generated or hand-drawn. All drawings and drafting should be executed in the same scale.
- All notebooks need to have labeled tabs for organization.
- Designers may be interviewed to defend designs.
    - 1st year:
        - Floor plan scale of either ¼ inch or ½ inch folded to fit into the notebook with the title block facing front.
            - Show all the theatre space including: first row of sight lines, cyc, etc.
            - Label acting areas on floor plan with Roman numerals (no area circles needed).
        - Use one to three research images per different look, mood, or scene to communicate the visual design and label where it should be executed in the play.
        - One page maximum design concept form:
            - A brief description of the play
            - A discussion defending the choices made.
        - Use of acting/lighting areas
        - Show a lighting key diagram for one area, showing angle of light, instrument type, gel color, other lighting needs (ie. gobos, strobes, etc.) and a brief description special actions in that area.
        - If the production was realized, photos should be included
        - Presentation describing the marketing plan, process, and execution (not to exceed 4 minutes) with 2 minute Q & A with the judge.
    - 2nd year

        - All requirements for 1st year
        - Light Plot drafted onto floor plan (no overlays).
            - If facility is too large for all light positions to fit scale drawing, adjust to fit on paper and note the adjustment.
        - If the production was realized, photos should be included
        - Presentation describing the marketing plan, process, and execution (not to exceed 4 minutes) with 2 minute Q & A with the judge.
    - 3rd year:
        - All requirements for 1st and 2nd year
        - Channel Schedule(Hook up, Instrument Schedule)
            - A spreadsheet of inventory based on the channel number that includes the following:
                - information about the circuit number
                - dimmer number • instrument number
                - instrument location
                - wattage
                - color
                - gobos
                - focus area
                - purpose
                - notes
            - Magic Sheet for specific effects
                - A pictorial layout of how the lights direction relates to the stage.
        - Have a sample of any gels used
        - Description of 3 light cues organized by act and scene with a stated purpose for the cue and planned timing of the cue. Include a description of the use of intensity, color, movement,directionality, and/or quality of light to communicate to an audience both meaning and emotions during the scene OR Three light renderings that include a description of the use of intensity, color, movement, directionality, and/or quality of light to communicate to an audience both meaning and emotions during the scene.
        - If the production was realized, photos should be included
        - Presentation describing the marketing plan, process, and execution (not to exceed 8 minutes) with 4 minute Q & A with the judge.
    - 4th year All requirements for 1st, 2nd, and 3rd year
        - Cue spreadsheet with all cues for the entire show. There needs to be a minimum of:
            - Cue number
            - Page number from script
            - Description of cue (ie. scene change, effect of light)
            - Channels • Intensity
            - Time Duration
        - Have a sample of any gels used
        - Description of 3 light cues organized by act and scene with a stated purpose for the cue and planned timing of the cue. Include a description of the use of intensity, color, movement,directionality, and/or quality of light to communicate to an audience both meaning and emotions during the scene OR Three light renderings that include a description of the use of intensity, color, movement, directionality, and/or quality of light to communicate to an audience both meaning and emotions during the scene.
        - If the production was realized, photos should be included
        - Presentation describing the marketing plan, process, and execution (not to exceed 8 minutes) with 4 minute Q & A with the judge.

8.4.75 ORIGINAL SCRIPTS

- Team Size: Single student entry only!
- Students may enter the competition under any of the following three categories:
    - (All three categories will be judged separately.)
- Original Monologue - Material written to be performed by only one person.
- Original Two Person Scenes - Material written to be performed by only two people.
- Original one-act play - Materials written to be performed by a cast of whatever number required.
- Limitations on original scripts: Each school will be allowed a total of six script entries. A school will be able to submit entries in any category up to a total of six (example - 2 One Acts, one mono, 3 Two Person Scenes or 1 One Act, 5 monologues.)
- Criteria: Length of each script must adhere to the already existing rules found in each category. Material must be original and not an adaptation of an already existing piece of literature.
- The student must email one copy with the entry form, NO FAXES, to the judge the WEST script email, as dated on the Deadline Checklist in the registration packet.
- The script should be typed in an accepted playscript format which includes cover page (including the category the writer is entering), cast list with character description and stage directions. For a guide to format choices, consult a play writing text.
- Critique: Plot development, structure, character/relationship development, use of language and action, and theatrical merit. No performance of any script entered in this competition will be considered in the adjudication of this award. The competition was developed so that acting can be judged on the merit of acting, and writing on the merit of writing.

8.4.76 STAGE MANAGEMENT

In Stage Management, the skills measured are:

- An understanding the stage manager's role and specific responsibilities
- An understanding of the purpose and value of a production book

- The ability to organize stage management ideas, products, and choices that support a realized production. Only one entrant may be involved in the presentation. No collaborations are permitted. The entrant's presentation must be from a realized production
- The entrant must prepare a presentation no longer than 8 minutes (with an additional 4-minute Q&A) summarizing the work with connections to concept, collaboration, and design decision-making.
    - Approach the process as if interviewing for a college stage management program or a job
    - Discuss a realized production either in their middle or high school program or a community or professional theatre
    - Articulate the role of the stage manager/stage management process in the focused production
    - Address the collaborative process with cast, crew, director, and production team
    - Effectively communicate an understanding of the stage manager's role as it relates to the focused production
    - Show personality and style
    - Exhibit consistency, clarity, and organization
- A production book (a binder containing components of the stage management promptbook and paperwork used to perform responsibilities) should include but is not limited to:
    - Prompt script with blocking and all technical cues, such as lights, sound, deck, etc. This may be broken into two scripts
- Examples of contact sheet, cast list, rehearsal schedule, props list, sound and lighting cue sheets
- A written statement of the director's artistic concept of the production that includes a discussion of the theme and how the theme was executed
- 1st year
    - Stage Management was done for a One act Play
- 2nd year
    - Stage Management was done for a Full length straight play (non musical)
    - Stage Management was done for a Musical

8.4.77 COSTUME CONSTRUCTION

- In Costume Construction, the skills measured are:
    - An understanding of the role of costume construction
    - Sewing and construction skills
    - The ability to present and explain the process of constructing the costume
    - Attention to detail Only one entrant may be involved in the construction. No collaborations are permitted.
- The entrant must prepare and present:
    - A fully constructed costume that reflects the entrant's capabilities and strengths, constructed entirely by the entrant, using one of the approved patterns.

      A list of historical patterns that lend themselves to an interpretation of a character in size 8 or 10 can be found below:

      Steampunk
      Simplicity 2172
      Simplicity 2207
      Simplicity 1558
      Dresses/Skirts and Jackets
      Simplicity 1517
      McCall's 6770
      Vogue 2782
      Butterick 6108
      Other choices
      Waistcoat Folkwear 222
      Men's shirt McCall's 2447
      Civil War McCall's 4745
      Women's corsets Simplicity 2890, Butterick 5797, or 6151
      Simplicity 2581 His Her Downton Abbey
- A presentation no longer than 8 minutes, followed by 4 minutes of Q&A. The overall session, including the Q&A,may not exceed 12 minutes
- An itemized expense sheet with accompanying receipts for all materials used to construct the costume, such as fabric, thread, buttons, zippers, and trim. Total may NOT exceed $100. The cost of the pattern in NOT included in the $100 cap.
    - If millinery, the budget limit is $50, exclusive of the cost of From the Neck Up (book on hat-making)
    - The expense sheet must be mounted on the display board as proof that the entrant did not exceed their budget
- A costume production collage that focuses on the process of building the costume item (laying out the pattern,cutting the fabric, draping the fabric, etc.)
    - Process photos must depict the garment at various stages of construction—not the participant at a sewing machine
    - The collage must be presented on a 20″ x 30″ heavy stock display board
    - The display board must be labeled in the lower right hand corner with the entrant's name and School Name and the pattern number
        - Labels should be considered a part of the presentation; they must be neatly typed or carefully hand-lettered
- The garment should be presented on a hanger or, if an accessory, in a box. The entrant should NOT wear the costume to the IE session
- A student may only enter this event once per year

8.4.78 SHORT FILM

- In Short Film, the skills measured are:
    - The ability to create opening and closing titles, credits, and graphics that orient the viewer to the story
    - The ability to visually develop a story with dialogue Camera, lighting, and sound use
    - Editing, including scene length and flow

    - The emotional and physical believability of the acting
    - The filmmaker's use of film elements to create a successful product
- Films can be no longer than five minutes. Films must be of original content and may be a collaboration among entrants.
- Short Film Execution - Entrant must demonstrate:
    - Proper use of title cards and credits within the five-minute limit
    - Properly executed camera angles and shot variation to enhance the storyline and finished product
    - Control over lighting exposures for clarity, storytelling, and a professional finished product
    - The ability to capture, record, and manipulate all audio aspects of your production
    - Controlled and manufactured editing choices that enhance the overall storytelling
    - The ability to complete a storyline that includes a clear arc (beginning, middle, and end)
- Short Film Requirements:
    - Music must either be original or documented public domain material
    - Material deemed by the adjudicator(s) to be obscene or disruptive may receive lower ratings or, in some extreme cases, may result in disqualification
- If the film receives an overall superior rating at the state level, it may be uploaded to YouTube for national judging
    - Mark your video's YouTube privacy settings as either Public or Unlisted so the URL may be shared with judges (do not select Private or the judges will be unable to view the film)
    - Use the form at schooltheatre.org/shortfilmsubmission to submit the URL on YouTube; all fields are required
    - The films will be viewed and critiqued by the judges prior to the International Thespian Festival

8.4.79 SOUND

- In Sound Design, the skills measured are:
    - An understanding of the roles and responsibilities of a sound designer and the technology/equipment to implement and support the design
    - An understanding of the artistic and practical constraints that impact the sound design
    - An understanding of the relationship of sound design to a unifying concept
    - The ability to carry out research into style, period, locale, and genre of the show
    - The ability to present and explain design choices Only one entrant may be involved in the design. No collaborations are permitted. Theoretical or realized designs are acceptable.
- The entrant must prepare in a presentation no longer than 8 minutes (with an additional 4 minute Q&A)summarizing the work with connections to concept, collaboration, and design decision-making. The overall presentation and Q&A should not exceed 12 minutes. The presentation should include:
    - Sound system plot (two pages maximum) indicating:
        - Speaker plot showing where on the set and in the performance space loudspeakers are placed
        - The clear relationship of speakers on the plot to speakers on the block diagram
        - Block diagram showing signal flow through the sound system, following the USITT Sound Graphics Standards (available at www.usitt.org)
        - Board risers
        - Shop orders
        - Rack diagrams
        - Microphone schedules
        - Pit diagrams
        - Patch assignments
        - Sound effects, both digital and Foley
        - Programming of the playback device
        - Engineering the show in a live microphone setting
        - Training the actors in the use of microphones
        - Setting preliminary sound levels and making adjustments during technical rehearsals
    - Title block including:
        - Show title
        - Facility
        - Source for drawing
        - Scale
        - Entrant name
        - Date
- An artifact binder – must include a complete set of the following materials:
    - A one-page design statement summarizing:
    - Theme of the show
    - Unified design concept
    - Script requirements
    - The following may or may not be included in the binder but must be presented:
        - Sources of inspiration
        - Techniques used within the design
        - Representative examples of the sound design to be played on a provided sound system
        - Description of sound cues organized by:
            - Act and scene
            - Stated purpose of the cue
            - Planned timing of the cue

8.4.8 TECH OLYMPICS

- Tech Olympics are not included in sweeps. Tech Olympics: Can include, but are not limited to

- Costume Change -- Teams of two direct and assist an actor through a quick costume change while maintaining decorum and organization.
- Knot Tying -- Participants must demonstrate the ability to tie three knots; a clove hitch with two half hitches, a trucker's hitch, and a bowline around a lighting instrument.
- Lighting – This solo event asked participants to hang and focus lighting instruments to a set of given shapes, then properly strike the instruments.
- Props -- Participants must strike existing props from an on-stage table to a marked prop table, then take a different set of props from the prop table and set them up properly onstage.
- Sound -- Two-person teams had to set up a sound system to supply signal to a set of standard speakers from two separate sources - one playback source and one microphone.
- Stage Management – A team of two had to accurately tape out a ground plan in a pre-marked area using various spike tapes. Four amazing adjudicators ran two teams in tandem this year.
- Mystery Event - open for discussion

8.4.9 STATE DRAMA SCORING AND AWARDS

- Awards will be presented at the end of the competition at a general assembly.
- Sweepstakes Trophy: Schools must enter a certain number of events, based on schools classification size, to qualify for sweepstakes. One entry must be either Arena, Proscenium or Group Performance Art, in order to be eligible for sweepstakes.
    - Out of 21 events, necessary entries:
        - 4A: 14
        - 3A: 10
        - 1A/2A: 7
    - The highest score for each team in each of the competitive areas will be recorded. Scores will be totaled and the highest scored school will win the sweepstakes award.
    - In monologues, technical and original script competitive areas, where a school may have multiple entries, only one score from each competitive area will count toward sweepstakes.
    - The following 21 Events can earn a school Sweepstakes points: Arena, Proscenium, DT, Solo Musical, Duet Musical, Group Musical, Solo Acting, Duet Acting, Group Acting, Set Design, Lighting, Sound, Stage Management, Costume Design, Costume Construction, Film, Fantasy Makeup, Real Makeup, Original Script (One Act only), Publicity (Note: Novice Monologues and Duets are workshop format and exempt from Sweepstakes, but can earn All-State and Honorable Mention Awards)
        - Point Values
            - One-Act (Arena, Proscenium, Devised): 32
            - Musical (Solo, Duet, Group): 24
            - Acting (Varsity Monologue, Varsity Duet, Group): 20
            - Film: 20
            - Tech: 16
            - Stage Management: 12
            - Original Script: 16 (One act only)
            - Tech Olympics: 16
            - Trophies will be awarded in the following areas: 1A/2A, 3A, and 4A. Sweepstakes winner and 1st Place, 2nd Place & 3rd Place.
- Arena, Proscenium, and Group Performance Art Team Score:
    - Three judges are assigned to these events. The team score is calculated by taking the average of the three judges' scores.
    - First, second, and third place trophies will be awarded in each category. Arena, Proscenium and Group Performance Art
    - All State/Honorable Mention:
    - Each actor is evaluated individually by each of the judges. When a student receives a recommendation from one judge they receive Honorable Mention; when they receive two or more recommendations they are then awarded All State Honors.
- Monologues and Two-Person Scenes - Team Score:
    - These two events are judged by two judges with the team score coming from the average of the two scores.
    - All State: Will be awarded to those students receiving an overall score of Superior rank
    - Honorable Mention: Will be awarded to those students receiving an overall score of Excellent.
- Technical Areas - Team Score:
    - Each technician's design is judged by one judge. Technical Areas
    - All State: Will be awarded to those students receiving an overall score of Superior rank
    - Honorable Mention: Will be awarded to those students receiving an overall score of Excellent.

8.5.0 WYOMING ASSOCIATION OF STUDENT COUNCILS CONSTITUTION

PREAMBLE

Section 1. It shall be the purpose of the Wyoming Association of Student Councils to provide Wyoming high school students with an opportunity to develop responsible leadership, to promote unity cooperation, and communication.

ARTICLE I

Section 1. Membership in this association shall be open to the student councils of all public, private, and parochial senior high schools in the state. School membership is obtained by the payment of the membership fee and a letter to the Executive Board.

ARTICLE II

Section 1. The officers shall be President, Vice-president, and Secretary.

Section 2. The term of office shall be one year, beginning the day following the annual state convention.

ARTICLE III

Section 1. It shall be the duty of the President to:
a. Preside at all meetings of the association and the Executive Board.
b. Represent the association at all public occasions.
c. Serve as ex-officio member of all committees.
d. Appoint all necessary committees with the approval of the Executive Board.

Section 2. It shall be the duty of the Vice-president to:
a. Perform the duties of the President in the absence of the President.
b. Oversee the activities of all committees.
c. Perform all duties delegated to him/her by the President.
d. Serve as Chairperson of the Process Committee.

Section 3. It shall be the duty of the Secretary to:
a. Keep minutes of all meetings at the annual convention.
b. Keep minutes of each Executive Board meeting.
c. Conduct all correspondence of the association and beginning in December and proceeding through October (excluding June, July, and August) the Secretary shall publish a monthly newsletter.
d. He/she shall be responsible for keeping records of all ideas received for the availability of the member schools.
e. Preserve, as directed, all records of the association.

ARTICLE IV. ELECTION OF OFFICERS

Section 1. Nominations for office must be presented in writing to the Executive Board two weeks before the date of registration of the annual WASC Convention.

Section 2. Each candidate for office must be a junior or sophomore and an official delegate to the annual convention. The delegates must have permission and a letter of recommendation from their sponsors and principals to run for office.

Section 3. Election of officers shall take place during the annual convention. Voting shall be by written, secret ballot. Each official delegate shall have one vote; unofficial delegates shall have no vote. Election shall be by simple plurality. Officers shall be installed at the last general session of the annual convention.

Section 4. Specific election procedures will be established by the Executive Board and sent to member schools at least one month prior to the annual convention.

ARTICLE V. MEETINGS

Section 1. There shall be an annual fall convention of member schools at a time and place to be decided by the Executive Board on the basis of bids submitted within the districts.
a. The number of official delegates which each school may send shall be as follows: Schools of 99 students or under, one; 100-199, two; 200-299, three; 300-399, four; 400-499, five; 500 and above, six.
b. Each member school may send no more than six unofficial delegates to the annual convention.
c. State officers, committee chairpersons and workshop presenters may be registered without counting as a school's official or unofficial delegates. The school is responsible for the registration fee.

ARTICLE VI. FINANCES

Section 1. Each member school shall pay an annual fee by the first of November to the association, which in turn shall pay all bills. Such fees shall be made payable to the WYOMING ASSOCIATION OF STUDENT COUNCILS, in care of the WHSAA.

Section 2. Each member school sending delegates to the annual state convention shall pay an additional convention fee to be determined by the host school with the approval of the Executive Board.

Section 3. WASC dues are used to pay all routine expenses of the association, to pay expenses of the Executive Board incurred on official business and to assist in sending official state delegates to the National Conference of Student Councils.

ARTICLE VII. EXECUTIVE BOARD

Section 1. There shall be an executive board made up of the student officers and three faculty sponsors elected by the faculty of the member schools' councils, one of which shall be designated as director of the Executive Board.

Section 2. The term of office for each faculty sponsor on the Executive Board shall be three years. One new faculty sponsor shall be elected each year for a three year term.

Section 3. All faculty sponsors are eligible to succeed themselves.

Section 4. Failure of any member student or faculty to comply with responsibilities given to him/her as a member of the Executive Board may result in his/her expulsion. A two-thirds majority vote of the Executive Board shall be required for the removal of a member. Any faculty adviser vacancy shall be filled by the remaining faculty advisers. Student offices shall be filled by the appointment of the President with the advice of the Executive Board.

Section 5. Duties of the WASC Executive Director:

a. Perform the role of the advisor of the Executive Board.
b. Assume general direction over all activities of the association.
c. Publicize association activities in papers, magazines, and by personal appearance.
d. Conduct the sponsors' meeting at the state convention.
e. Coordinate all association activities and assist student officers in doing their work.
f. Assume responsibility for the coordination of the summer leadership program sponsored by the WHSAA.
g. Turn over all records to the Executive Board at the expiration of the term of office.

Section 6. The Commissioner of the WHSAA shall be an ex-officio member of the Executive Board. He shall be empowered to receive and disburse monies of this association under authorization of the Executive Board and shall perform such other duties assigned by that committee.

ARTICLE VIII. AMENDMENTS

Section 1. This Constitution may be amended at any annual state convention of the WYOMING ASSOCIATION OF STUDENT COUNCILS or by two-thirds ratification of the member councils at any time during the year.

a. The proposed amendments and this Constitution shall be distributed among the delegates upon registration at the annual convention or by correspondence.
b. The amendment is ratified by a two-thirds vote of the official delegates assigned to each school.

ARTICLE IX. BYLAWS

Section 1. The membership fees:

a. All schools classified as Class 1A schools shall pay a fee of $15.
b. All schools classified as Class 2A schools shall pay a fee of $20.
c. All schools classified as Class 3A schools shall pay a fee of $25.
d. All schools classified as Class 4A schools shall pay a fee of $30.

Section 2. The business of the association shall be conducted under standard rules of parliamentary procedure.

Section 3. Amendments to the Bylaws may be made by a simple majority of the annual convention or ratification by majority of the member schools any time during the year.

Section 4. There shall be three standing committees. They shall be the Constitution and Bylaws Revisions Committee, the Process Committee, and the Convention Evaluation/Planning Committee.

a. The Constitution and Bylaws Revisions Committee shall be responsible for reviewing and revising the Constitution and Bylaws.
b. The Process Committee shall be responsible for organizing the committees which will serve at the WASC Convention. The committee will also determine which committee topics submitted by member schools shall become justified committees at the WASC Convention. They shall be responsible for sending committee results to the national congressmen and other dignitaries they see fit.
c. The Convention Evaluation/Planning Committee shall be responsible for evaluating the WASC Convention and offering suggestions for improvement. They shall take part in planning the WASC Convention for the following year, as designated by the Executive Board.

Section 5. The responsibilities of the committee chairs shall be to communicate all committee activities to the WASC Vice-President, call at least two meetings per year, and solicit additional members for their committee as designated by the Executive Board. They shall attend Executive Board meetings as requested by the Executive Board.

Section 6. All unofficial delegates shall be allowed to vote during the General Business Session.

Section 7. Each Region of the state will have it's own reporter that will correspond with the state officers, and will be able to correspond with other schools as a representative of the WASC officers.

a. The regions are defined as the Northeast, Northwest, Southeast, Southwest, and Central.
b. If persons are interested in Regional Reporter an essay no longer than 500 words will be submitted to the Executive Board, who will review each applicant on his/ her experience, ability, ideas, and involvement. Also a letter of recommendation from both their Student Council Sponsor and their Student Council President should also be sent to the WASC Executive Board prior to the WASC convention. The decision of the board will be given at the closing of the convention.
c. The term of office will be one year, beginning the day following the annual state convention.
d. The duty of this Regional Reporter will be to correspond with the other schools in this region about the activities, projects, programs, etc.

e. This information will be sent to the WASC Secretary in a timely fashion to be used in the monthly newsletter.

8.6.0 WYOMING ASSOCIATION OF DECA (WyADECA)

CONSTITUTION/BYLAWS
OF THE WYOMING ASSOCIATION OF DECA

ARTICLE I – NAME

The name of this organization shall be "Wyoming Association of DECA," and may be referred to as Wyoming DECA. Wyoming DECA is a state association of local chapters whose members are students enrolled in Marketing, Management, Entrepreneurship, Hospitality and Finance related classes. The Wyoming association operates in accordance with a charter granted by DECA Inc*. (DECA Inc. refers to the corporation associated with the International DECA Association.)*

ARTICLE II – PURPOSE

The purpose of the Wyoming Association of DECA is to provide a comprehensive co-curricular learning program that gives students an avenue to study specific career objectives and become
(1) academically prepared, (2) occupationally competent, (3) community oriented, (4) professionally responsible, and (5) experienced leaders.

The Association shall develop, promote, organize, sponsor and support activities, conferences, competitions, and educational programs which

(a) Assist local chapters in the growth and development of DECA.
(b) Assist with the integration of DECA into classroom instruction.
(c) Provides students an avenue to connect with business and industry.
(d) Enhance and nurture leadership and team building skills.
(e) Encourage the use of high ethical standards in business and personal relationships.
(f) Promotes understanding and appreciation for citizenship in a free, competitive enterprise system.
(g) Develops future leaders with occupational competencies needed for marketing, finance, hospitality, entrepreneurship, and management careers.

ARTICLE III– ORGANIZATIONAL STRUCTURE

Section 1 State and International Organization – The Wyoming Association of DECA is an affiliated chapter of DECA Inc. The Wyoming Association of DECA is an organization of affiliated local chapters.

Section 2 Issuance of Charters – To obtain a charter from Wyoming DECA, a potential chapter within Wyoming may apply for affiliation with the Wyoming Association of DECA. After the application has been received and approved by the Wyoming Board of Directors, the members of the local chapter will be known as a chapter of the Wyoming Association of DECA. *(See Bylaws Article VI, Section 1)*

Section 3 Local Chapters – Local chapters affiliated with the Wyoming DECA Association should be established in Wyoming schools which provide an organized Marketing Education Program or related educational programs with instruction in marketing, management, entrepreneurship, hospitality and/or finance.

Section 4 Chapters in Good Standing – To be in good standing a local chapter shall provide:
(a) full payment of all state and international DECA dues on a timely basis,
(b) full payment of all conference fees on a timely basis, (c) all reports, rosters, membership numbers, and any current membership requirements as specified in the DECA Inc. guidelines, organizational documents, and materials requested by the Wyoming Board of directors are received and approved by the Board of Directors, (d) the local chapter's Constitution *(and Bylaws where applicable)* shall be in place and must not conflict with the Wyoming DECA Constitution/Bylaws or the Constitution/Bylaws of DECA Inc.

Section 5 Chapters in Bad Standing – If a local chapter is not in good standing, the local chapter or any of its student members will not be able to participate in any state, regional or international DECA activities. The Wyoming DECA Board of Directors shall provide notice to local chapters as to whether said chapters are in good or bad standing. The Board of Directors may reinstate a chapter to good standing upon receipt of delinquent materials from the chapter and/or upon the completion of any other remedial action which the Board of Directors deems appropriate.

Section 6 **WYOMING BOARD OF DIRECTORS** – The Association shall be managed by its Board of Directors and be comprised of four officers, Past President, President *(who will serve as Chairman of the Board), President-Elect (who will serve as Chairman of the Board in absence of the President),* and Secretary/Treasurer; a representative from business/industry, State DECA President, State DECA Secretary, and Wyoming Chartered Association Advisor *(Wyoming DECA Director)* who will serve as a non-voting Ex-officio member of the Board. The DECA board of Directors may add additional board members at their discretion and decide if they are voting or non-voting ex-officio members. The term of service for the additional members will be determined by the Wyoming Board of Directors. *(See Bylaws, Article I, Section 1 – 4)*

Section 7 Overview of Board of Directors Responsibilities – The responsibilities of the Board of Directors shall include, but will not be limited to the following: (a) maintaining general direction and control over the affairs of the Association, and ensuring that established policies are enforced and carried out; (b) establishing and developing policies for the sound management and operation of the Association; (c) establishing committees as deemed necessary to accomplish the goals of the

Association; (d) providing direction and advice to the Wyoming Chartered Association Advisor *(Wyoming DECA Director)* to carry out the policies, programs and goals of the Association and to ensure the financial viability of the Association; and (e) consulting with the Wyoming Chartered Association Advisor *(Wyoming DECA Director)* and State DECA Officers, to insure the planning and coordination of competitions, conferences and other activities of the Association are a success. *(See Bylaws, Article I, Section 2)*

Section 8 **The Wyoming Chartered Association Advisor (Wyoming DECA Director)** – The Wyoming Chartered Association Advisor (Wyoming DECA Director) is responsible for the overall growth and development of the Wyoming DECA Association, and shall oversee and coordinate all the Association's activities and programs. They shall contact Wyoming school districts who offer marketing, management, entrepreneur-ship, hospitality, finance, and related curriculum to promote the benefits of DECA and encourage the schools to start new DECA chapters. The Wyoming Chartered Association Advisor *(Wyoming DECA Director)* shall serve as a liaison between the Wyoming Board of Directors and the Wyoming Department of Education. In addition, the Wyoming Chartered Association Advisor *(Wyoming DECA Director)* shall perform those duties and responsibilities as assigned by the Wyoming DECA Board of Directors.

Section 9 Vacancies – Any vacancy occurring on the Board of Directors may be filled by the affirmative vote of the majority of the remaining Directors. A Director appointed to fill a vacancy shall serve for the unexpired term of his/her predecessor in office.

Section 10 Annual Business Meeting – The Wyoming DECA Board of Directors shall hold an annual business meeting at a time and place designated by the Board. Other meetings may also be held at the direction of the Board of Directors. Board meetings may be held in person or by electronic means if all board members can connect, hear, and participate. Minutes will be taken at all board meetings. Actions may be taken without a meeting of the Board of Directors if authorized in writing by all directors and records are kept of actions taken.

Section 11 Quorum – A majority of Directors present at the meeting shall constitute a quorum for the transaction of business at any meeting of the Board of Directors.

ARTICLE IV – DECA STUDENT OFFICERS

Section 1 **STATE DECA OFFICERS** – The student officers of the Wyoming DECA Association shall consist of President, Secretary and Vice Presidents. The DECA Board of Directors will decide each year how many DECA State officers will serve the student organization. Each officer must be an active student member in good standing of a local DECA Chapter affiliated with the Association. To qualify for an office in the Association, each candidate must satisfy the requirements established by the Board of Directors *(See BYLAWS, Article II, Section 1 - 2).*

Section 2 President – The President shall preside at all business meetings and delegate assemblies which may occur during the Association's State Career Development Conference (*SCDC*) and Marketing and Entrepreneurship conferences (*MEC*). The president will be responsible to lead the state officer team in establishing goals for the year and in planning a program of work. The President shall fulfill all other duties as directed by the Wyoming DECA Board of Directors and the Wyoming Chartered Association Advisor (*Wyoming DECA Director*).

Section 3 Secretary – In the absence of the President, the Secretary shall perform the duties of the President, and when so acting, shall have all the powers of and be subject to all the restrictions upon the President. The Secretary shall keep accurate minutes of meetings and conferences sponsored by the Association and perform all duties as directed by the Wyoming DECA Board of Directors and the Wyoming Chartered Association Advisor (*Wyoming DECA Director*).

Section 4 Vice Presidents – The Vice Presidents shall promote the general welfare of Wyoming DECA and fulfill all duties assigned to them by the President, the Wyoming Chartered Association Advisor (*Wyoming DECA Director*) and the Wyoming DECA Board of Directors.

Section 5 Program of Work – The Wyoming State Officers will work together each year to plan a program of work to facilitate the goals and DECA activities for the year.

Section 6 Candidates for State Office – No more than two members of any Wyoming DECA chapter may run for an office of the Association at any fixed point in time. Each local chapter of the Association may annually submit candidates from its membership to serve as officers of the Association. Each local chapter may develop or establish its own procedure for designating the chapter's candidate or candidates. No individual shall hold more than one office in the Association.

Section 7 Voting Delegates – Voting delegates to the DECA State Career Development Conference will represent their chapter by voting in the election of state officer(s) and any proposed constitutional amendments.

Section 8 Removal – Any Wyoming State DECA Officer of the Association may be removed by the Wyoming DECA Board of Directors whenever, in its judgment, the best interests of the Association would be served.

Section 9 Vacancies – A vacancy in any Wyoming DECA State office, because of death, resignation, removal, disqualification, or otherwise, may be filled by the Wyoming Board of Directors for the unexpired portion of the term so vacated.

ARTICLE V – MEMBERSHIP

Section 1 Types of DECA Memberships – The Wyoming Association of DECA recognizes four types of membership: Student, Professional, Alumni and Honorary Life.

Section 2 Student Membership – Any student who is interested in a marketing, management, entrepreneurship, hospitality, and/or finance-oriented organization; belongs to a local DECA chapter and has paid Wyoming DECA and DECA Inc. dues is a student member of DECA.

Section 3 Professional – Professional membership includes DECA advisors, parents of student DECA members, businesspersons, and other individuals interested in and supportive of the Wyoming DECA Association. Professional members must pay dues to both Wyoming DECA and DECA Inc.

Section 4 Alumni – Alumni membership is open to former DECA members who have graduated from high school or received a GED. Alumni members must pay dues to both Wyoming DECA and DECA Inc.

Section 5 Honorary Life Membership – Honorary Life Membership in the Wyoming Association of DECA shall be reserved for those individuals who have provided significant service to the Association and have been approved for such membership by the Wyoming DECA Board of Directors. Honorary Life Members will not pay state dues. Wyoming DECA will pay the DECA Inc. dues of all Honorary Life Members.

Section 6 Annual Dues – Membership in local chapters shall be granted only to those individuals who have fully paid all applicable State and DECA Inc. dues for its members in accordance with applicable procedures adopted by the Wyoming DECA Board of Directors. Membership dues in local chapters of the Association shall be determined on an annual basis. (*See Bylaws, Article III, Section 1-2*)

ARTICLE VI – EMBLEM AND COLORS

Section 1 DECA Emblem – The Emblem of DECA is a diamond-shaped design as described and protected from infringement by DECA's Inc. various Trademarks, as filed with the Patent Office of the United States Department of Commerce. Before using the Emblem of DECA, the trademark guidelines should be followed.

Section 2 DECA Colors – The colors of Wyoming DECA are the same as the International DECA Association and shall be blue and gold. Colors shall be the colors described in the trademark guidelines.

ARTICLE VII – DECA STATE MEETINGS

Section 1 The DECA State Career Development Conference (*SCDC*) – SCDC is the official state meeting of Wyoming DECA and shall be held annually. SCDC is called by the Wyoming DECA Board of Directors and shall be held in Wyoming, at a time and place designated by the Board of Directors with input from the Wyoming Chartered Association Advisor (Wyoming DECA Director). In addition to conducting the business of the Association, SCDC holds competitive events to select students who will represent Wyoming and compete at the International Career Development Conference (*ICDC*). (*See Bylaws, Article IV, Section 2*)

Section 2 Marketing and Entrepreneurship Conference (*MEC*) – MEC, a fall leadership conference, shall be held annually within the state of Wyoming, at a time and place designated by the Board of Directors for the benefit of its members. The purpose of this state-wide DECA meeting shall be to provide: (1) leadership activities, (2) career development, (3) presentations from business professionals and entrepreneurs, and (4) training to prepare students for participation in DECA's Competitive Events. (*See Bylaws, Article IV, Section 1*)

ARTICLE VIII – FINANCES

Section 1 Association Finances – The Wyoming DECA Board of Directors of DECA are responsible for the finances of the Association. The Association shall keep correct and complete books and records of accounts.

Section 2 Collection of Fees and Invoices – The Wyoming Chartered Association Advisor (*Wyoming DECA Director*) shall be responsible to collect fees, pay invoices and keep accurate records of all transactions. These records shall be reviewed and approved by the Board of Directors.

Section 3 Fiscal Year – The fiscal year of the Wyoming Association of DECA shall begin on the first day of July and end on the last day of June each year.

Section 4 Contracts – The Wyoming DECA Board of Directors may authorize any agent or agents of the Association to enter into any contract or to execute and deliver any instrument in the name of and on behalf of the Association for the sole purpose of benefiting members, and authority may be general or confined to specific instances.

Section 5 Credit Cards, Checks, Drafts, or Orders for Payment – All credit cards, checks or orders for payment of money, notes or other evidences of indebtedness issued in the name of the Association shall be signed by officers or agents of the Association and in such manner as approved by the Wyoming DECA Board of Directors.

Section 6 Deposits – All funds of the Association shall be deposited in credit associations, banks, or other depositories approved by the Wyoming DECA Board of Directors.

Section 7 Dues and Fees – The Wyoming Board of Directors shall establish dues/fees which must be paid to both Wyoming DECA and DECA Inc. annually by local Wyoming DECA chapters to qualify for and maintain affiliation with the Wyoming and International DECA Association. (*See Bylaws, Article III, Section 1 and 2*)

Section 8 Taxes – The Association's tax information is filed each year by DECA Inc.

Section 9 DECA Dissolution – Should the Wyoming Association of DECA be dissolved, all remaining monies held by the Wyoming DECA Association must go to DECA Inc.

Section 10 DECA Earnings – No part of the net earnings of the Wyoming Association of DECA shall benefit any member, sponsor, donor, director, officer, employee or any private individual; any corporation or organization; provided this shall not prevent payment of reasonable compensation for service actually rendered the Wyoming DECA Association in executing its goals.

ARTICLE IX – AMENDING CONSTITUTION

Section 1 Amending Constitution – Proposed amendments to this Constitution shall be submitted in writing no less than 10 days prior to a scheduled meeting of Wyoming's active local DECA chapters. Proposed amendments shall be reviewed by the Wyoming DECA Board of Directors, Wyoming DECA State Officer Team, and the Wyoming DECA Chartered Association Advisor (*Wyoming DECA State Director*) for their approval. A two-thirds vote of the voting student delegates present at the State Career Development Conference is required for adoption.

WYOMING DECA BYLAWS

Article I – BOARD OF DIRECTORS, JOB DESCRIPTIONS, LIABILITY AND COMPENSATION

Section 1 Requirements to Serve as an Officer on the Wyoming DECA Board of Directors – The officers presiding over the Wyoming Board of Directors must be current or past teachers of one of the instruction areas associated with DECA (*These areas include marketing, management, entrepreneurship, hospitality, finance, or related business education area*) and currently or previously been a DECA advisor.

Section 2 Board of Directors – Description of Officer Duties:

President – The President serves as the chair of the DECA Board of Directors. The President ensures that the Board of Directors fulfills its responsibilities for the governance of the "Wyoming Association of DECA." The President works in partnership with the DECA State Advisor to achieve the mission of the Association and to optimize the relationship between the Board, all DECA members (*regular, professional and alumni*), the Wyoming State Department of Education and school district administrations through-out Wyoming.

Past President – The role of the Past President is to ensure continuity during governance transitions and organizational change, to help ensure the appropriate succession of Officers, to support the President in his/her role, and to provide continuity to the organization by providing historical context for issues. The Past President provides advice and leadership to the Board of Directors regarding past practices and other matters to assist the Board in governing the Association. The Past President supports both the president and the President-Elect when needed.

President-Elect – The President-Elect collaborates with the President to learn the role of the President, to become familiar with the programs of the Association and its governance. The President-Elect assists and supports the President as needed and plans for the Presidential year(s) and performs the duties of the President in the absence or disability of the President. The President-Elect shall automatically become President at the end of the president's term of office
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Secretary/Treasurer – The Secretary/Treasurer takes minutes at all Wyoming Board of Directors meetings and sends copies to the Board members and to all DECA advisors. The minutes shall be filed in a record book and passed to the next secretary/treasurer. This position is also responsible to request the financial records from the Wyoming Chartered Association Advisor (Wyoming DECA Director) and present these records to the Board. If the treasurer does not do this, any Board member may do so.

Section 3 Non-Liability of the Wyoming DECA Board of Directors and The Wyoming Chartered Association Advisor (Wyoming DECA Director) – Neither the Board of Directors or the Wyoming Chartered Association Advisor (*Wyoming DECA Director*) shall be liable for the debts, liabilities, or other obligations of the Wyoming Association of DECA.

Section 4 Compensation – Directors shall not receive compensation for their service of being a member of the DECA Board of Directors; but, by resolution of the Board, actual expenses incurred may be reimbursed.

ARTICLE II – REQUIREMENTS AND ELECTION PROCESS OF STUDENT DECA OFFICERS

Section 1 Requirements for Student State DECA Officers – To qualify for an office in the Wyoming Association of DECA, each candidate must satisfy academic requirements established by the Wyoming DECA Board of Directors; and must complete and submit an application. (*The application form used must be approved by the Wyoming DECA Board of Directors*.)

Section 2 Compensation – Student DECA Officers of the Association shall serve without compensation. At the discretion of the Wyoming Board of Directors, actual and necessary expenses incurred while performing state officer duties, may be paid.

ARTICLE III – DUES

Section 1 Annual DECA Dues – All types of active DECA memberships (*Student, Professional, Alumni and Honorary Life Membership*) require yearly dues to be paid and the amount will be determined by the Wyoming DECA Board of Directors. The dues each Wyoming DECA member pays will include Wyoming DECA dues and DECA Inc. dues. Both dues should be paid directly to DECA Inc.

Section 2 Dual Membership – All active Wyoming DECA members must automatically become affiliated with DECA Inc. on a dual membership basis.

ARTICLE IV - STUDENT CONFERENCES

Section 1 Marketing and Entrepreneurship Conference (*MEC*) – MEC, an annual fall conference shall provide career development, leadership activities, training in DECA's competitive events and in the occupational areas of marketing, management, entrepreneurship, hospitality, and finance. All members of local DECA chapters affiliated with the Association are encouraged to attend MEC to build interest and enthusiasm for DECA. A registration fee will be required which shall be determined annually by the Wyoming State Director under the guidance of the Wyoming Board of Directors.

Section 2 State Career Development Conference (*SCDC*) – In addition to conducting the business of the Association, SCDC recognizes outstanding achievements of local DECA chapters and members thereof, provides leadership and career development education and selects the representatives via competitive events that will attend the International DECA Conference. All student members of local chapters affiliated with the Wyoming Association of DECA may attend SCDC upon payment of the applicable registration fee. This fee shall be determined annually by the Wyoming State Director under the guidance of the Wyoming DECA Board of Directors.

Section 3 Western Region Leadership Conference (*WRLC*) – WRLC is a premier leadership conference for DECA members in DECA's Western Region. Local chapters may elect to attend WRLC and are responsible to register and pay all fees directly to the WRLC Conference chartered association advisor. The Wyoming Chartered Association Advisor (*Wyoming DECA Director*) may attend this conference to represent the Wyoming DECA and will be reimbursed for their expenses.

Section 4 International DECA Career Development Conference (*ICDC*) – ICDC is DECA's International Conference where approximately 20,000 members from all 50 States, the District of Columbia, Canada, China, Germany, Guam, Mexico, Puerto Rico, and Spain demonstrate their college and career ready knowledge and skills. Students participate in DECA'S industry-validated competitive events in the areas of marketing, management, entrepreneurship, finance, and hospitality. The Wyoming Association of DECA shall be represented by delegates at ICDC in the manner prescribed by DECA Inc.'s Constitution/Bylaws and official Policies and Procedures.

Section 5 Additional Leadership and Career Development Opportunities – DECA Inc and Wyoming State DECA offer a wide variety of leadership and career workshops and conferences each year; some of these opportunities include **Wyoming Officer Leadership Conference** is specifically designed to train new officers to lead Wyoming DECA for the upcoming year. **Emerging Leader Summit** is designed for association leaders and will challenge association teams to work together with team assignments, discussions, and presentations. **Ultimate DECA Power Trip** focuses on helping students understand economics, entrepreneurial skills to increase workplace productivity, and exploring career options. **Innovations and Entrepreneur-ship Conference** strives to reinforces entrepreneurial concepts taught in marketing and business classes. It covers processes and skills associated with identifying new ideas, opportunities, and methods involved in starting a new project or venture. **New York Experience** reinforces concepts taught in marketing, finance, hospitality, and fashion merchandising classes and provides an in-depth look at businesses and the fashion Industry in New York. **Sports & Entertainment Conference** strengthens concepts taught in classes particular to sports and entertainment marketing. Universal Studios marketing executives and Florida sports executives share information with students to help them understand the industry. **Classroom Connection Conference** highlights the 21st Century Skills by participating in interactive sessions on finance, economics, entrepreneurial literacy, creativity & innovations, critical thinking, collaboration leadership and responsibility. The Wyoming DECA Board of Directors shall facilitate leadership and career development opportunities for Wyoming students and stay informed of the opportunities offered by DECA Inc. and encourage participation in these premier opportunities.

ARTICLE V - VOTING DELEGATE FOR THE INTERNATIONAL CONFERENCE

Section 1 Voting and Additional Delegates to the International Career Development Conference (*ICDC*) – To be a "voting delegate" or "additional delegate" to ICDC the student must be an active member of DECA and be approved by the Wyoming DECA Chartered Association Advisor (*Wyoming DECA State Director*) on the recommendation of their local chapter advisor(s). These delegates should be selected according to merit and contribution to DECA. Additional delegates may be chosen to attend ICDC so they can participate in leadership academies or in other educational activities sponsored by DECA Inc. and held during the conference.

ARTICLE VI - AFILLIATION OF A NEW DECA CHARTER

Section 1 Applying for Affiliation with the Wyoming Association of DECA – A charter will be granted pursuant to this Section by the Wyoming Association of DECA upon the Wyoming Board of Directors' receipt and approval of: (a) proposed Constitution and Bylaws of the local chapter which must not conflict with either the Wyoming DECA or the DECA Inc. Constitution and Bylaws (b) a chapter Program of Work (c) full payment of applicable Wyoming DECA and DECA Inc. dues (d) a list of chapter officers and a current membership roster (e) any additional materials requested by DECA Inc. and/or the Wyoming DECA Board of Directors.

ARTICLE VII – CO-CURICULAR DECA, INDUSTRY VALIDATED CERTIFICATIONS, AND PROFESSIONAL DEVELOPMENT FOR TEACHERS

Section 1 Co-curricular DECA Prepares Students for Industry Validated Certifications – DECA uses the Marketing Education National Standards which are based on industry validated competencies for DECA events. These same competencies are taught in the marketing Education classrooms, making DECA a true co-curricular educational program. The co-curricular component of DECA prepares students for rigorous industry validated certifications. The Wyoming DECA Board of Directors will stay well-informed of industry validated certifications available for students in Marketing, Management, Entrepreneurship, and Hospitality and Finance.

Section 2 Professional Teacher Development – The Wyoming Board of Directors and DECA Inc. shall provide professional development for DECA advisors to keep them current and prepared to meet the challenges of providing exemplary learning opportunities for students.

ARTICLE VIII – MISCELLANEOUS

Section 1 Parliamentary Authority – The rules contained in the current edition of Robert's Rules of Order shall govern the Association in all applicable cases so long as such rules are not inconsistent with this Constitution/Bylaws or rule of law.

Section 2 Policy Statements and Handbooks – Special policy statements, procedures and codes of conduct may be established and modified from time to time by the Wyoming DECA Board of Directors. Such policy statements, procedures and codes of conduct may be compiled in any number of handbooks or manuals. In the event any policy statement, procedure or code of conduct set forth in a manual or handbook conflicts with any provision set forth in this Constitution/Bylaws, this Constitution/Bylaws shall prevail.

Section 3 DECA GUIDE – DECA Inc. publishes the "DECA GUIDE" each year and other information that summarizes current policies and procedures, competitive events, use of DECA trademarks and many other important information pertaining to National DECA. These publications are important to read and follow. Wyoming DECA is operating in accordance with a charter granted by DECA Inc., therefore no DECA Inc. policies or procedures should conflict with any provisions set forth in this Constitution/Bylaws.

ARTICLE VIII – AMENDMENTS

Section 1. Amending Bylaws – These Bylaws may be altered and/or amended at any meeting of the Wyoming DECA Board of Directors. Suggestions for amendments or revisions may be provided to the Board of Directors for consideration. The suggested changes must be voted on and approved by at least two-thirds of the members of the Wyoming DECA Board of Directors in order for the changes to be made.

DECA Inc. is a 501(c)(3) not-for-profit student organization with more than 225,000 members in all 50 United States, the District of Columbia, Canada, China, Germany, Guam, Mexico, Puerto Rico, and Spain.

8.7.0 FUTURE BUSINESS LEADERS OF AMERICA

8.7.1 PHILOSOPHY

The Future Business Leaders of America organization is designed to bridge the gap between the classroom and the business world by giving members the opportunity to learn, firsthand, about the business community.
FBLA programs, services, and activities have been designed to provide competent, aggressive business leadership, foster an understanding of American business enterprise, help students establish career goals, encourage scholarship, promote efficient financial management, and develop character and self-confidence.

8.7.2 PURPOSES

The purposes of FBLA are to assist youth and young adults enrolled in business and business-related programs to develop vocational competencies and a sense of civic responsibility. FBLA is designed to be an integral part of the business curriculum. The specific purposes of this organization are:

- develop competent, aggressive business leadership
- strengthen the confidence of students in themselves and their work
- create more interest in and understanding of American business enterprise
- encourage members in the development of individual projects which contribute to the improvement of home, business, and community
- develop character, prepare for useful citizenship, and foster patriotism
- encourage and practice efficient money management
- encourage scholarship and promote school loyalty
- assist students in the establishment of occupational goals
- facilitate the transition from school to work

8.7.3 MEMBERSHIP

Active members shall be students in grades 7-12 participating in or who have participated in a business or business-related program and who accept the purposes of FBLA, subscribe to its creed, demonstrate willingness to contribute to good school-community relations, and possess qualities for employment. Active members will hold unified membership in a local, state, and national FBLA organization. State dues are $3.00 and national dues are $5.00. Each local chapter may set their own fee for dues if they wish. Business educators serve as local chapter advisers.

8.7.4 STATE FALL LEADERSHIP CONFERENCE

This conference is held annually, shortly after the beginning of the school year, in a designated city in Wyoming. It is attended by students interested in being active FBLA members. The one-day program generally includes speakers and workshop sessions on leadership development. State events for the coming year are discussed. The conference is designed to get chapters acquainted with the state organization and to get activities and enthusiasm activated for the new year.

8.7.5 NATIONAL FALL LEADERSHIP CONFERENCE

The conference is an annual event sponsored by the national organization and held in one of the states in the Mountain-Plains region; Wyoming, Colorado, North Dakota, South Dakota, New Mexico, Oklahoma, Texas, Kansas, Nebraska. This conference includes informative meetings, workshops, and speakers which can provide many new ideas on programs for meetings, fund raising, and promoting FBLA in the local communities. Local chapters are encouraged to attend to further their leadership skills and knowledge of the national FBLA organization.

8.7.6 STATE LEADERSHIP CONFERENCE

This conference is held annually in the spring in a designated city in Wyoming. Local FBLA chapters are represented by those who attend as state officers, observers, or participants in the competitive events. Along with the competitions, participants are encouraged to attend workshops, listen to guest speakers, and participate in the campaigning of state officers. The conference concludes with an Awards Program where the state winners are announced for each competitive event and the new state officers are installed.
All participants in the competitive events must be members of an active local chapter which is in good standing with both the state and national organizations.

8.7.7 STATE OFFICERS' TRAINING SESSION

This training session is held for state officers and their advisers annually prior to departing for the National Leadership Conference. The training session is an opportunity for the newly-elected state officers to formulate the goals and objectives for Wyoming FBLA for the coming year. Specific workshops and sessions to help the officers fulfill their duties and responsibilities are offered throughout the session.

8.7.8 WINNERS' CAMP

This half-day conference is held one day prior to leaving for the National Leadership Conference. The conference is organized for the purpose of giving the state winners (national competitors) a last chance to prepare for national competition.

8.7.9 NATIONAL LEADERSHIP CONFERENCE

The National Leadership Conference is held annually in late June or early July in a designated city in the United States. State chapters send their representatives for national competition. Along with the competition, there are workshops, speakers, and campaigning for national office. The conference concludes with the Awards Program where the national winners are recognized and the new national officers are installed.

8.8.0 WYOMING FFA ASSOCIATION, INC.

The Wyoming FFA Association is a resource and support organization that does not select, control or supervise local chapter or individual member activities except as expressly provided for in the Wyoming State FAA constitution, bylaws, or policies.

CONSTITUTION AND BYLAWS (Revised April, 2006)

CONSTITUTION

ARTICLE I. NAME AND PURPOSES OF THE ASSOCIATION

Section A The name of this organization shall be the Wyoming FFA Association, Inc. Members are hereinafter referred to as the "FFA". The letters "FFA" may be officially used to designate the organization, its chapters or members thereof.

Section B The purposes for which this Association is formed are as follows:

1. To develop competent, aggressive, agricultural leadership.
2. To create and nurture a love of rural and urban life.
3. To strengthen the confidence of young people in themselves and their work.
4. To create more interest in the intelligent choice of agricultural programs and establishments in agriculture.
5. To encourage members in the development of individual agricultural programs and establishments in agriculture.
6. To encourage members to improve the home and its surroundings.
7. To participate in worthy undertakings for the improvement of agriculture.
8. To develop character, train for useful citizenship, and foster patriotism.
9. To encourage and practice thrift.
10. To participate in cooperative effort.
11. To encourage improvement in scholarship.
12. To provide and encourage the development of organized recreational activities.

ARTICLE II. ORGANIZATION

Section A The Wyoming FFA Association, Inc. is a State Association of affiliated local chapters in schools having organized instruction in agriculture education under the provisions of National Acts.

Section B Collegiate chapters may be established in two or four year institutions where agriculture courses are taught. Membership shall be opened to students enrolled in agricultural courses, or who are pursuing career objectives in the industry of agriculture.

Each collegiate chapter shall be chartered by and maintained under the authority of the State Association.

All activities of the collegiate chapter of FFA shall be in harmony with the purpose, principles and ideals of the FFA organization.

Activities for FFA collegiate chapter members shall be based upon the needs and interests of its members.

Collegiate chapter members shall pay State and National FFA dues.

Section C Members of local chapters shall meet, organize, and adopt a constitution not in conflict with State or National Constitutions, elect officers, pay State and National dues, set up a Program of Activities and then apply to the State Secretary for membership in the State Association. After this application has been approved by the Executive Committee the members of the local chapter may then be known as Future Farmers of America or FFA members.

Section D Local FFA chapters shall be organized only in schools where systematic instruction in agriculture education is given under the provisions of National Acts.

In case any local chapter is not in good standing with a State Association at the time of opening of a state convention, the delegates in state convention shall have the power, upon recommendation of the state governing body, to withdraw the charter and refuse such chapter official representation at the state convention. When such action is taken, the chapter in question and members thereof shall be denied the regular privileges of the state association. Upon meeting the requirements for good standing, a chapter may be reinstated by action of the state governing body, not earlier than 10 days after the closing date of the state convention during which it was not in good standing.

In case a local department of agriculture education in which a chartered chapter of FFA is located is discontinued, the chapter so involved may be permitted to operate officially for a period not to exceed 36 months from date of the discontinuance of the department, providing proper supervision and guidance can be given to the chapter work by a person having the approval of the local school administrator and the State Advisor. Local charters must be surrendered to the State Advisor at the end of the 36 months' period of a local department of vocational agriculture is not again in operation in the school at that time.

More than one chapter may be chartered in a school where deemed appropriate by the State Executive Committee.

ARTICLE III MEMBERSHIP

Section A Membership in this Association shall be active, alumni, collegiate and honorary.

Section B Active membership ... Any student who is regularly enrolled in agriculture education is entitled to become an active member of any chartered FFA Chapter.

To retain membership during high school, the member must be enrolled in at least one agriculture education course during the school year and/or follow a planned course of study for an agricultural occupation which includes a supervised agriculture experience program, the objective of which is establishment in an agricultural occupation. Members may retain their active membership until November 30, following the fourth National FFA Convention after graduating from high school. State and National dues must be paid by December 31 of the current school year. If a chapter does not pay dues by December 31, they will not seat Official Delegates at the next State FFA Convention.
NOTE: For members inducted into the Armed Forces, use the rule found in the official FFA Manual.

Section C Alumni Membership ... Following the termination of active membership status, a member is encouraged to become an alumni member.

Section D Collegiate Membership ...Collegiate membership may include students enrolled in agricultural courses and former active members of chartered local chapters who are enrolled in a two or four year institution having a collegiate chapter.

Section E Honorary Membership ...Farmers, school superintendents, principals, members of board of education, chapter advisors, teachers, staff members in agricultural education, businessmen, and others who are helping to advance agriculture education and the FFA, and who have rendered outstanding service, may be elected to honorary membership by a majority vote of the members present at any regular meeting or convention.

Honorary membership shall be limited to the Honorary Chapter Farmer Degree in the local chapter and Honorary FFA Degree in the State Association.

ARTICLE IV. EMBLEM

The National Emblem of the Future Farmers of America is significant and meaningful in every detail. Used by members in all recognized units of the organization, it is made up of five symbols: The owl, the plow, and the rising sun, within a cross

section of an ear of corn, which is surmounted by the American Eagle. Upon the face of the emblem appear the words, "Agricultural Education", and the letters, "FFA".

The owl is the symbol of wisdom and knowledge; the plow is the symbol of labor and tillage of the soil; the rising sun is emblematic of progress and the new day that will dawn when all farmers are trained and have learned to cooperate; the cross section of an ear of corn represents common agricultural interests since corn is native to America and grown in every state; and the eagle is indicative of the national scope of the organization.

ARTICLE V. ACTIVE MEMBERSHIP DEGREES AND PRIVILEGES

Section A There shall be five degrees of active membership based on individual achievement. These are: Discovery FFA Degree, Greenhand FFA Degree, Chapter FFA Degree, the State FFA Degree and the American FFA Degree. The National Organization shall set the minimum qualifications for each degree. The Discovery FFA Degree is intended for use in state associations and local chapters where middle school membership is offered. Receipt of this degree is not necessary in order to obtain the Greenhand FFA Degree or subsequent degrees.

Section B Discovery FFA Degree

To be eligible to receive the Discovery FFA Degree from a chapter, the member must meet the following minimum requirements:

1. Be enrolled in agriculture education class for at least a portion of the school year while in grades 7-8.
2. Have become a dues paying member of the FFA at local, state and national levels.
3. Participate in at least one local FFA Chapter Activity outside of scheduled class time.
4. Have knowledge of agriculturally related career, ownership and entrepreneurial opportunities.
5. Be familiar with the local FFA Chapter Program of Activities.
6. Submit written applications for the degree.

Section C Greenhand FFA Degree

On meeting the following minimum qualifications, the Greenhand FFA Degree may be conferred by the Chapter:

1. Be regularly enrolled in an agricultural education/agri-business course and have satisfactory and acceptable plans for a program of supervised farming and/or other agricultural experience.
2. Learn and explain the FFA Creed, Motto and Salute.
3. Describe the FFA emblem, colors and symbols.
4. Explain the proper use of the FFA jacket and blazer.
5. Have satisfactory knowledge of the history of the organization.
6. Know the duties and responsibilities of FFA members.
7. Personally own or have access to Official FFA Manual.
8. Submit written application for the Degree for chapter records.

Section D Chapter Farmer Degree

On meeting the following minimum qualifications, the Chapter Farmer Degree may be conferred by the chapter:

1. Must have received the Greenhand Degree.
2. Must have satisfactorily completed at least one semester of instruction in agriculture education, have in operation an improved supervised farming and/or other agricultural experience program and be regularly enrolled in an agriculture education class.
3. Have satisfactory knowledge of the local constitution and of the local program of activities.
4. Satisfactorily participated in at least three official functions in the chapter program of activities.
5. Have earned at least $150 through personal efforts from a Supervised Agriculture Experience Program in agriculture production and/or agri-business, or worked 50 hours (other than scheduled class time) in the case of Directed Laboratory Experience in agriculture or agri-business.
6. Demonstrate ability to effectively lead a group discussion for 15 minutes.
7. Demonstrate five parliamentary procedure abilities.
8. Demonstrate progress toward achievement of an Agricultural Proficiency Award on the local level.
9. Have a satisfactory scholastic record in agricultural courses taken.
10. Submit application for the Degree for chapter records.
11. Meet other requirements as established by the chapter and/or State Association.

Section E State FFA Degree

On meeting the following minimum qualifications, the State Farmer Degree may be conferred by the State Association:

1. Have received the Chapter Farmer Degree and have been an active FFA member for at least two years (24 months).
2. While in high school, must be enrolled in at least the second year of instruction in an agriculture education course for an agricultural occupation; if out of high school, must have completed the equivalent of two full years of systematic secondary school instruction, 360 hours in addition to a supervised program.
3. Have earned and productively invested at least $4000 through personal efforts from supervised farming and/or other agricultural experience programs, or have worked (other than class schedule time) at least 2,000 hours in the case of directed laboratory experience program, or a combination

thereof. Hours used for the purpose of producing earnings reported as productively invested income shall not be duplicated as hours of credit to meet the minimum requirements for the degree.

4. Demonstrate leadership ability by:
   a. Performing ten parliamentary procedure activities.
   b. Giving a six minute speech.
   c. Serving as an officer and/or committee chairman, or a participating member of a major committee.
5. Has demonstrated competency in an agricultural occupation and has a satisfactory scholastic record as certified by the agriculture education instructor and principal or superintendent.
6. Participate in the planning and completion of chapter Program of Activities.
7. Participate in five FFA Activities above the chapter level.
8. Any member of the Wyoming FFA Association that meets the minimum requirements for the State FFA Degree and their advisor verifies their application and project and the member receives a satisfactory evaluation from the State Officers visiting the project then those members shall receive their State FFA Degree upon approval by the delegates of the State Convention.
9. Student must demonstrate significant growth and progress in the scope and applied practices of their project.
10. Student candidates for the State FFA Degree will be required to submit $25 with their application to secure three years of active FFA membership, which will commence the year after they graduate from high school. The membership package shall include State and National dues for the three-year period, will be collected by the regional agriculture teacher chairperson, and the dues assessment will be submitted to the State FFA Advisor by the 15th of March in the year the degree is received.

Section F American FFA Degree

On meeting the following qualifications, the American Farmer Degree may be conferred by the National Organization:

1. Must have the State FFA Degree and have been an active member of the FFA continuously for at least 36 months, and have a record of satisfactory participation in the activities of the local chapter and State association.
2. Must have satisfactorily completed the equivalent of at least three years (540 hours) of systematic secondary school instruction in a agriculture education program or have completed at least two years (360) hours of systematic secondary instruction in an agriculture education program plus at least one year of post secondary agriculture career preparation or have completed the program of agriculture education offered in the school last attended.
3. Must have earned and productively invested at least $7500 or have earned and productively invested at least $1500 and worked
4. 2,250 hours in excess of scheduled class time. Any combination of hours times 3.33 plus dollars must be equal to or greater than the number 9,000. Hours used for the purpose of producing earnings reported as productively invested income shall not be duplicated as hours of credit to meet the minimum requirements for the degree.
5. Show outstanding ability as evidenced by personal leadership and cooperation in student, chapter, and community activities and have a satisfactory scholastic record certified by the local school superintendent or principal.
6. Must have graduated from high school at least twelve months prior to the National Convention at which the degree is to be granted and have in operation a top quality supervised agricultural experienced program in production or agri-business and have maintained records to substantiate this, as well as, comprehensive planning, managerial, and financial expertise.

Section G Selection of American FFA Degree From Wyoming

1. All American FFA Degree applicants from the Wyoming FFA Association meeting the minimum requirements and having their project verified by their chapter advisor and one additional advisor, shall submit their completed applications to the Wyoming FFA State Advisor and/or Wyoming FFA State Executive Secretary no later than May 15 of the application year. Applications must be postmarked no later than May 15 of the application year. All completed and verified American FFA Degree applications shall be submitted to the National FFA Organization.

Section H Selection of National Officer Candidate, Star Farmer Candidate, Star Agri-businessman Candidate

1. The selection of the National Officer Candidate, the Star Farmer Candidate and Star Agri-businessman Candidate shall be made by a six member committee as follows:
   a. One representative from each FFA region in the State of Wyoming making a total of six representatives.
      1) each of the above representative committee members must hold the State FFA Degree.
      2) must be at least 25 years of age.
   b. Shall have one member selected at large. This representative shall:
      1) hold the State FFA Degree
      2) be an active FFA member
      3) not be a present state officer
2. Selection of the National Officer candidate will be made after the list of American FFA Degree recipients has been finalized by this committee.
3. Each candidate shall be interviewed by the committee during the selection process.
   a. The interview will be based on a format developed by the selection committee.

b. This score will help candidate designation.

ARTICLE VI. OFFICERS

Section A The officers of the Wyoming FFA Association, Inc. shall consist of a President, Vice-president, 2nd Vice-president, 3rd Vice-president, Secretary, Treasurer, Reporter, Sentinel, Parliamentarian, and Advisor.

These officers shall be elected annually from the successful candidates for State FFA Degree during the conference their degree was conferred and the next annual conference following. No more than two officers may be nominated from a chapter each year and the officer must attend school in the State of Wyoming. They shall be elected by a majority vote of the delegates present at a regular State Convention of FFA. The officers shall perform the usual duties of the respective offices. Each local chapter shall be entitled to two delegates in the State Convention, who shall represent the local chapter in transacting the business of the convention. The State Director of Agricultural Education shall be the State Advisor of the Wyoming FFA Association, Inc.

No State Officer shall be eligible for more than one term of office beginning with the 1989-90 State Officer Team.

Section B The Executive Committee of the Wyoming FFA Association, Inc. shall consist of the state officers. This committee shall perform the usual duties of an Executive Committee, review and approve receipts and disbursements and be responsible for the welfare of the association. In case of vacancies in the state officers' positions, it shall be the duty of the Executive Committee to appoint officers to fill these positions.

Section C Wyoming State FFA officers will participate at local chapter functions if requested by the local chapters. The local chapters will pay the officers expenses to these functions.

ARTICLE VII. MEETINGS

Section A A meeting of the State Convention of FFA will be held annually and at least 45 days prior to the meeting of the National convention of FFA, at such time and place as may be determined by the Executive Committee.

Section B Fifty-one percent of active chapters present at the state convention shall constitute a quorum.

ARTICLE VIII. DUES

Section A Membership dues in the State Association shall be fixed by the State Executive Committee subject to approval by a majority vote of the delegates present at the State Convention of FFA.

Section B Dues will include national and state dues, FFA New Horizon subscription and other assessments approved by the delegate body at state convention. Ten percent will be added to the amount of dues submitted after January 1. State dues $6.00 per member.
National dues $5.00 per member combining for a total od $11 per member. The $5 assessment for the foundation will be eliminated in 2006-07.

Section C The dues of any local chapter shall be fixed by a majority vote of the membership of that chapter.

ARTICLE IX AMENDMENTS

Section A Amendments to the State Constitution or Bylaws shall be submitted in writing by any chapter to the State Executive Committee 45 days prior to the annual State Convention of the Wyoming FFA Association, Inc. The State Executive Committee shall submit these suggested amendments to the delegate in State Convention with their recommendations. Amendments may also be introduced during the convention with the approval of two-thirds vote of the delegates present, provided they represent a quorum.

Section B In order to secure flexibility, bylaws may be adopted at regular Executive Committee meetings or during annual state conventions, to fit the needs of the State Association, providing they are not in conflict with the state or national bylaws.

ARTICLE X PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Wyoming FFA Association in all cases to which they are applicable and in which they are not inconsistent with this constitution and bylaws, any special rules of order the Wyoming FFA Association may adopt, and any statutes applicable to this organization that do not authorize the provisions of this constitution and bylaws to take precedence.

BYLAWS

ARTICLE I THE DUTIES OF STATE OFFICERS

Section A President
It shall be the duty of the President to preside over all meetings of state convention of FFA and over all meetings of the Executive Committee. The President shall call one meeting of the state convention each year. The President shall appoint all committees and may serve as an ex-officio member of these committees. These duties are as specified in the Official FFA Manual.

Section B Vice-president
The Vice-president shall assume all the duties of the President in the event that office becomes vacant.

Section C Secretary
The Secretary shall perform the duties common to such office, such as keeping record of the meetings of the state convention and Executive Committee, one copy of which is to be filed with the Advisor, the other in the Secretary's file, and such other duties as instructed to perform by the Executive Committee.

Section D Treasurer
The Treasurer shall be responsible for collecting dues from the chapters and making an annual report of all State Association monies collected and disbursed during the current term of office. The Treasurer shall keep correct and complete books and transactions, and shall perform other such duties as may be prescribed by the Executive Committee.

Section E Reporter
The duties of the Reporter shall be to handle beneficial publicity, to collect news from the chapters when a newsletter is to be published, and to report to the Executive Committee of work done during the year.

Section F Sentinel
The duties of the Sentinel shall be to set up and care for the meeting room, paraphernalia and equipment, to attend the door during meetings, and to welcome visitors. The Sentinel is in charge of candidates for degrees during initiations.

Section G Parliamentarian
The Parliamentarian shall assist the President in the transaction of business in an orderly manner. This individual shall answer all questions of parliamentary procedures and ensure that the will of the majority prevails and that the rights of the minority are protected. The Parliamentarian shall make sure that democracy is maintained both in theory and in practice.

Section H Advisor
The Advisor is a member of the Executive Committee and an ex-officio member of all committees. It is the duty of this individual to advise the Executive Committee and to appoint committees on matters of policy, meetings, programs and finances. The Advisor shall issue charters to local chapters, in accordance with the State Constitution. All chapter charters must be signed by the State President, Secretary, and Advisor. This individual shall review all applications for the State FFA Degree and work with the Executive Committee in the selection of those to be recommended to the voting delegates.

Section I Method of Electing State Officers
A nominating committee shall be appointed by the Executive Committee to study and interview the candidates for state offices and place in nomination the names of candidates for various offices who shall be elected by a majority vote of official delegates present.

Section J Methods of Issuing Charters to Local Chapters
The Secretary of the local chapter of FFA shall submit with the application for charter the following information:

1. Copy of proposed constitution and bylaws.
2. Copy of charter program of activities.
3. List of all members of chapter.
4. Name, grade and address of each officer.
5. Certification that state and national dues have been paid.

Application for charter shall be signed by president, secretary and advisor.
Suspension of charter is at the discretion of Executive Committee.

ARTICLE II PROCEDURE FOR CHOOSING CANDIDATES FOR STATE FFA DEGREE

1. Any member of the Wyoming FFA Association that meets the minimum requirements for the State FFA Degree and their advisor verifies their application and project and the member receives a satisfactory evaluation from the State Officers visiting the project then those members shall receive their State FFA Degree, upon approval by the delegates of the State Convention.
2. Application forms for State FFA Degree shall be forwarded to the chapter advisors upon request.
3. Completed applications for the State FFA Degree shall be submitted to regional committees for acceptance no later than the date specified by the State Association or as directed by the State Advisor.
4. All applicants must pass a written examination about FFA with a score of 70 percent, as given by the visiting State Officers.
This test must be taken without regard to such tests taken and passed in previous years.

ARTICLE III COMMITTEES

1. Nominating Committee
2. Auditing Committee
3. Program of Activities Committee
4. Awards Committee
5. Resolutions Committee
6. American FFA Degree Selection Committee
7. Constitution Committee

Nominating Committee shall select and place in nomination candidates for various state offices.

The Auditing Committee shall audit the books and a report made to the convention by the State Treasurer.

Program of Activities Committee shall set up the annual objectives of the Association and report to the delegate assembly.

The Awards Committee shall study and review applications for the various awards and report their selections to the Executive Committee.

The Resolutions Committee shall be responsible for the review of all resolutions, with a recommendation of DO PASS or DO NOT PASS to the delegate body at State convention.

The American FFA Degree Selection Committee shall select the National Officer Candidate, Star American FFA Degree Candidate, and Star Agri-Business Candidate. Refer to the constitution Article V (five), Section F II A, II B, and II C, for committee make up.

The Constitution Committee shall be responsible for reviewing the State Constitution in order that our document is consistent with the National Constitution. Any changes or modifications must be voted on by the Official Delegates at the State Convention.

The State Advisor is an ex-officio member of all committees.

8.9.0 FAMILY CAREER COMMUNITY LEADERS OF AMERICA

APPROVED BYLAWS – as of December 20, 2001

ARTICLE I NAME, SPONSORS, MISSION STATEMENT, AND PURPOSES

SECTION 1 NAME

The organization shall be known as the Wyoming Association of Family, Career, and Community Leaders of America. The name Family, Career, and Community Leaders of American shall only be used by the State Association and Chapters. The letters FCCLA may be officially to designate the State Association, the Chapters, or members thereof. The Wyoming Association of FCCLA will affiliate with the National Association of FCCLA.

SECTION 2 SPONSOR

The sponsor of the Wyoming Association shall be the family and consumer science division of the State Department, an integral part of the family and consumer science program, under the guidance of a coordinator, who shall serve as State Advisor.

SECTION 3 MISSION AND PURPOSES

A. The mission of Family, Career, and Community Leaders of America is to promote personal growth and leadership through family and consumer science education. Focusing on the multiple roles of family member, wage earner, and community leader, members develop skills for life through:

Character development, creative and critical thinking, interpersonal communication, practical knowledge and vocational preparation.

B. Organized instruction relating to the mission is a part of the family and consumer science education program in the schools. The purposes of the organization shall be as follows:

1. To provide opportunities for self development and preparation for family living and for employment.
2. To strengthen the function of the family as a basic unit of society.
3. To encourage democracy through cooperative action in the home and community.
4. To encourage individual and group involvement in helping achieve global cooperation and harmony.
5. To promote greater understanding between youth and adults.
6. To provide opportunities for decision making and for assuming responsibility.
7. To prepare for the multiple roles of men and women in today's society.
8. To promote family and consumer sciences, family and consumer careers, and related occupations.

ARTICLE II ORGANIZATIONAL STRUCTURE

SECTION 1

The Wyoming Association shall consist of affiliated chapters.

SECTION 2

The Wyoming Association of Family, Career, and Community Leaders of America shall consist of all chapters within the state boundaries of Wyoming. As used herein, the term “State” shall be interpreted to apply to the Wyoming Association.

SECTION 3

A chapter may be affiliated in junior and senior high schools, public and private, in which family and consumer sciences instruction is offered. The chapter shall be composed of students possessing the qualifications of membership.

A. Organization. A chapter may be organized whenever, if in the judgment of the teachers, students, and administrators, it would be advantageous to do so.
B. Annual affiliation shall be made through the local chapters on forms provided by the National Organizations. The application, together with the state and national affiliation dues for each chapter member, list of officers, and names of members, shall be sent to the National Office with a copy sent to the state office.
C. Certificates. A newly formed chapter shall be issued a certificate of affiliation through the State Association upon submitting state and national membership dues and required information to the State Office.
D. Membership cards shall be provided annually by the National Organization for each member and shall be distributed through the local chapter.

SECTION 4 MEMBERSHIP QUALIFICATIONS

A. Active members. Any student enrolled in family and consumer sciences and family and consumer sciences related occupations classes through grade twelve or previously enrolled for one semester shall be eligible for active membership in an organized chapter within the school. Active members shall be eligible to hold office, to make motions, and to vote.
B. Wyoming Honorary Membership. Any individual who had rendered outstanding service to the Wyoming Family, Career, and Community Leaders of America by advancing its purposed shall be eligible for honorary membership in the Wyoming Association. Honorary members shall be elected by a majority vote at a joint meeting of the Executive Council and the Advisory Council. Honorary members have the privilege of attending all meetings of the organization but shall have no vote.
C. Local Honorary Membership. Honorary membership in local associations may be given by local chapters in accordance with their bylaws.
D. Non-discrimination. Membership in Family, Career, and Community Leaders of America will not be denied to a student because of the student's race, sex, nationality, or religion.

ARTICLE III DUES, FISCAL YEAR, BUDGET, AND AUDIT

SECTION 1 DUES

The state and national dues for each active member shall be forwarded annually by each chapter to the National Directors office. Chapters must be affiliated with the State Association by February 1 to be eligible to attend the State Meeting.

A. The amount of national dues for active members shall be determined by the National Executive Council and the National Board of Directors, subject to approval o the voting delegates at a national meeting.
B. The amount of state dues for active members shall be determined by the State Executive Council and Advisory Council, subject to approval of the voting delegates at a state meeting. A two thirds (2/3) majority vote will be required at the State Meeting before any increase can be made. Such dues shall be made in addition to national dues.
C. The amount of chapter dues shall be determined by chapter members. These shall be in addition to national and state dues.

SECTION 2 FISCAL YEAR

The fiscal year shall be July 1 through June 30

SECTION 3 BUDGET

The budget shall be prepared and submitted by the Financial Advisor for the approval of the Executive Council. It will be completed and dispensed to chapters throughout the state before the Fall Meeting.

SECTION 4 AUDIT

The financial statement of income and expenditures shall be audited annually.

ARTICLE IV ASSETS

SECTION 1 DISSOLUTION OR LIQUIDATION

Upon final dissolution or liquidation of the Wyoming Association and/or a Chapter of Family, Career, and Community Leaders of America, and after the discharge or satisfaction or all outstanding obligations and liabilities, the remaining assets of the Wyoming Association and/or the
Chapter shall be used by their respective boards in accordance with the purposes of the Wyoming Association or be transferred to a qualified exempt organization within the meaning of Section 501 (c) (3) of the Internal Revenue Service Code of 1986

ARTICLE V STATE AND NATIONAL OFFICERS

SECTION 1

The Wyoming Association shall elect officers, one from each district and/or two from at large, who shall be members of the Executive Council. A committee of one adult, who is the advisor of the current State President, along with the current State officers, and up to seven nomination committee applicants will elect the ranks of President, Vice President, Secretary, Treasurer, Parliamentarian, and Publications Director. The committee will be selected through applications received by the Wyoming Executive Council before the State Meeting.
Delegates must not have any candidates running from their chapter and they must be a voting delegate from their chapter for the state Meeting. In years that the State Presidents advisor has a candidate running, the distinction shall go the next State Officer Advisor in line that does not have a candidate running.

SECTION 2 QUALIFICATIONS

State officers shall have the following qualifications:

A. The candidate must currently be an active member in an affiliated chapter at the school where registered.
B. The candidate must have completed a minimum of one year of family and consumer sciences or family and consumer sciences related subjects on the seventh grade level or above.
C. The candidate must have a GPA of 2.5/4.0 or above.
D. The candidate must have shown leadership ability in responsibilities at the chapter or district level.
E. The candidate must receive approval of the chapter.
F. The candidate is required to abide by the Wyoming High School Athletic Associations standards of conduct.

SECTION 3 DUTIES

A. The president shall preside over all business meetings of the organization and of the Executive Council; appoint, after consultation with the state Advisor, the chairperson and members of all Executive Council committees; and be a member ex-office of all committees.
B. The vice-president shall assist the President at any meeting of the state Executive Council or of the State Association. In the absence of the President, the Vice President will perform the duties deemed necessary by the Executive Council. The vice-president will also serve as a National Committee Member.
C. The Secretary shall keep the minutes of all State Meetings and meetings of the Executive Council and shall report to the delegates assembled in a State Meeting the membership status of the organization.
D. The Treasurer will work closely with the State Management Team Treasurer to serve as a liaison between the State Executive Council and the student membership. The Treasurer will present a financial report at the State Meeting.
E. Parliamentarian
   a. Shall see that order is maintained in accordance with Robert's Rules of Order, Newly Revised during meetings of the Executive Council and business meetings.
   b. When bylaws, amendments, and other business of the organization must be presented to the voting delegates, the Parliamentarian shall assist in conducting the meeting.
   c. The Parliamentarian will represent Wyoming's vote at the National Leadership Meeting. In those years in which Wyoming is represented on the National Officer At-large Nominating Committee, the parliamentarian will also serve as a committee member.
F. The State Publications Director shall be responsible for reporting the news of chapters and their members within the state to the chapters through the State Newsletter and/or the State Web Site. The newsletter will be published three times a year with copies sent to all affiliated chapters, and/or the Web Site will be updated three times a year. The state Publications Director shall also be a member of the National Connection Team and receive training at the National Meeting.
G. All State officers shall represent the districts at meetings, assist with the meetings of their district, and participate as members of the Executive Council.
H. The National Officer(s) will serve as a liaison(s) between the state and national organization. The Officer(s) will report any national news or issues to the state organization.

SECTION 4 TERM OF OFFICE

State Officers shall serve for one year, until their successors are elected and installed or until their resignation has been approved.

SECTION 5 STATE OFFICER VACANCIES

Appointments for vacancies shall be made by the President of the Management Team, the state Advisor, and the state Officer Team. If the members of the council decide that major accomplishments have been met (i.e.; national meeting attended, regional meeting completed, etc.), the State Officer Team shall assume the responsibilities of the office.

SECTION 6 WYOMING NATIONAL OFFICER CANDIDATE(S)

A. The Wyoming National Officer Candidates(s)
   a. Officer Candidate(s) must meet the officer qualifications as written in the National Bylaws.
   b. Prospective candidates will first be evaluated by the State Executive Council. The State Executive Council will select a maximum of four individuals from the prospective candidates. These four individuals will then be presented to the voting delegates, who will choose two Wyoming National Officer Candidates.
   c. The Wyoming National Officer Candidate receiving the greater number of votes may run for the National Office of his or her own choice.

B. The candidate chosen must be able to travel with the chapter advisor whenever or wherever requested by the State or National Offices
C. The Wyoming National Officer(s) will serve on the State Officer Team and the Wyoming Executive Council.

ARTICLE VI NOMINATIONS AND ELECTIONS

SECTION 1 NOMINATIONS

A. Each chapter shall have the privilege of nominating two candidates, one for at-large and one for district, but no chapter shall have more than two State Officers.
B. Nominations from chapters shall be mailed to the State Advisor as requested prior to elections. A list of officer candidates, along with qualifications shall be made available by the state Association to the voting delegates within the district prior to the State Meeting. Nomination forms shall be used exactly as sent from the State Advisor.
C. State Officer write-in candidates must run at large and have completed the appropriate forms provided by the State Advisor. These forms shall be made available to voting delegates upon arrival to the state Meeting Registration. The State Officer Candidates must provide enough copies for each chapter attending the State Meeting.

SECTION 2 INTRODUCTION OF CANDIDATES

The State Officers shall present the State Officer Candidates to the voting delegates at the State Meeting

SECTION 3 ELECTION OF OFFICERS

The officers shall be elected by secret ballot annually at the State Meeting. In order for a candidate to be elected as a State Officer, he/she must receive at least a two thirds (2/3) majority vote. One candidate from each district and two from at-large receiving the highest number of votes for office shall assume office at the close of the State Meeting. All candidates will run for a State Office, on of whom will be elected by the state to represent each district. The candidates who are not elected to each district will be considered at-large candidates. The two who receive the most votes will be elected into office. If a district or districts should have no candidates, the at-large candidates receiving the most votes shall represent the districts with no State Officer. The remaining at-large candidates shall be considered at-large State Officers to compose a State Officer Team of six.

ARTICLE VII STATE MEETING

SECTION 1 STATE MEETING

The time and place of the State Meetings shall be determined by the Executive Council. The purpose of the meeting shall be to elect officers, to hear the reports of officers and committee chairpersons, to promote the program of work, and to transact other business of the organization. The Advisory Board may vote for district meetings in any one year in lieu of the State Meeting.

SECTION 2 DELEGATES

A. Voting Delegates. Each chapter is entitled to two (2) voting delegates
B. Each chapter shall be entitled to send to the state meeting other members unless a quota system is set by the Advisory Board.

SECTION 3 VOTING

The privilege of making motions, debating, and voting shall be limited to the accredited voting delegates and the State Officers. The privilege of discussion may be extended to the non-voting representatives upon the consent of the voting delegates.

SECTION 4 QUORUM

Voting delegates from two thirds (2/3) of the chapters shall constitute a quorum unless in an emergency, when the Executive Council shall declare a smaller quorum.

ARTICLE VIII STATE OFFICER TEAM

SECTION 1 MEMBERSHIP

The elected State Officers shall compose the State Officer Team. The State Officers' Advisors shall serve as consultants.

SECTION 2 DUTIES

The State Officer Team shall:
A. Serve on the State Executive Council by helping the Council to determine policies and procedures as they affect the state Association and program.
B. Determine the business to be brought before the delegates at the state Meeting.
C. Conduct other business as shall be necessary to facilitate the progress of the organization.
D. Plan the program, direct, and preside over the state Meeting.
E. Be responsible for planning and promoting the state Program of Work and projects.

F. Serve as official representatives of the State Association at chapter FCCLA meetings and other state and local meetings of organizations and agencies.

ARTICLE IX MANAGEMENT TEAM

SECTION 1 MANAGEMENT TEAM

A. The Management Team shall consist of one advisor from each district to serve on the Executive Council.
B. The District Advisor shall work closely with the District Officers and the District Representative in an advisory capacity to the Executive Council and work closely with the State Officer and District Officers from that District.

ARTICLE X STATE EXECUTIVE COUNCIL

SECTION 1

The Executive Council shall be composed of:
A. The State Officer Team.
B. One chapter advisor from each district who shall be elected to the Management Team.
C. The advisor to the President currently in office.
D. The advisors to the State and National Officer(s) will serve as ex-office members.
E. The Sate Advisor shall be a member of the state vocational family and consumer sciences program staff who is qualified in family and consumer sciences discipline and shall function as the administrative officer of the state Association.
F. Every three years, a member will be selected who will be either (1) the head of a family and consumer sciences department, (2) a family and consumer sciences teacher/educator, or (3) a family and consumer sciences representative from the University of Wyoming.
G. Any other person(s) deemed necessary by the Executive Council shall be appointed for a one year team.
H. The State Advisor and the state Financial Advisor will serve as staff for the Executive Council.
I. Any member of the Management Team who is unable to attend a business meeting of the Management Team may notify the President of the Management Team in writing regarding their vote. The president shall have the authority by proxy to vote for the absent member.

SECTION 2

The Executive Council shall serve as the legal governing board and shall develop policies of the organization and provide for the administration of such policies including the general management and business of the organization.

SECTION 3 DUTIES

A. Determine the procedure for selecting officers and for transacting necessary business in case of an emergency.
B. Determine policies and procedures.
C. Work cooperatively with the state Advisor on the function of the organization.
D. Evaluate and select a maximum of four National Officer Candidates to present to the voting delegates.
E. Help determine the place, time, and kind of meetings above the chapter level and determine the business to be brought before the state Association.

SECTION 4 MEETINGS

The State Executive Council shall meet a minimum of two times per year. The time, place, and agenda shall be determined by the Executive Council.

ARTICLE XI STATE COMMITTEES

Special committees may be appointed. The function of these committees shall be determined by the state Advisor and the President to carry out the work of the organization and to develop materials to aid in strengthening the state, district, or chapter programs.

ARTICLE XII DISTRICTS

SECTION 1 DISTRICT

There shall be four designated districts in the state composed of counties as follows:

DISTRICT I Big Horn, Washakie, Park, Hot Springs, and Fremont Counties

DISTRICT II Teton, Sublette, Lincoln, Uinta, Sweetwater, and Carbon Counties

DISTRICT III Sheridan, Johnson, Campbell, Crook, Weston, and Niobrara Counties

DISTRICT IV Natrona, Converse, Albany, Platte, Goshen, and Laramie Counties

SECTION 2 DISTRICT ORGANIZATION

Applications may be submitted to the state Advisor for reorganizing districts of for a chapter or chapters to leave one district and join another for more efficient work. The request shall be reviewed and action taken by the state Executive Council.

SECTION 3 DISTRICT OFFICERS

There will be one (1) District Chairperson for each District.

SECTION 4 QUALIFICATIONS

The District Officers shall meet the following requirements:

A. The candidate must currently be an active member in an affiliated chapter at the school where registered
B. The candidate must have completed a minimum of one semester of family and consumer sciences course.
C. The candidate must have a scholarship rating of average or above.
D. The candidate must have shown leadership ability in responsibilities at the chapter level.
E. The candidate must receive the approval of the chapter.
F. The candidate is required to abide by the Wyoming High School Athletic Associations standards of conduct.

SECTION 5 NOMINATIONS AND ELECTION OF OFFICERS

A. Each chapter in the district may present candidates for one (1) open office. The voting delegates in the district shall elect one (1) candidate to represent the district as Chairperson. The elected chairperson shall assume office immediately following the State Meeting. Nomination forms are to be completed following the directions in the Wyoming handbook.
B. In the event of an opening or unfilled office, the state Executive Council may choose to fill the position with an equally qualified nominee. Priority shall be given to a previously nominated candidate.

SECTION 6 MEETINGS

District Meetings shall be held at the time and place designed by chapter advisors in the district according to the current state plan for meetings. A district meeting shall be held during the State Meeting for the purpose of presenting officer candidates and transacting any necessary business. A district advisor shall be elected each year at the State Meeting and shall be responsible for organizing the district meetings cooperatively with the district officers.

SECTION 7 QUORUM

Voting delegates from two thirds (2/3) of the certified chapters within the district shall constitute a quorum. Each chapter shall have two (2) voting delegates.

ARTICLE XIII ADMINISTRATION – STATE, DISTRICT, AND CHAPTER

SECTION 1 STATE ASSOCIATION

A. The State Consultant to Family and Consumer Science Education shall give general guidance to the program.
B. The Management Team shall work with the state Advisor and the Executive Council.

SECTION 2 DISTRICTS

The District Advisors shall be members of the state Management Team and shall be the Administrative Officers of their districts.

SECTION 3 CHAPTERS

A. The Local Advisor shall be the family and consumer science teacher in the school in which the chapter is established and shall be the Administrative Officer in the local chapter.
B. A Local Advisory Board of Chapter Parents may be selected by the chapter to help give guidance.

SECTION 4 BYLAWS

State and chapter bylaws shall be adopted by the respective groups to govern the transaction of business provided such bylaws shall be in harmony with those of the National Organization.

ARTICLE XIV PUBLICATIONS

SECTION 1

There will be an official publication of the state Association. Copies of each issue shall be forwarded to each affiliated chapter. Additional copies shall be forwarded to the State Officers, members of the state Management Team, and to such other persons as the State Advisor shall deem proper.

SECTION 2 OTHER PUBLICATION

Such other publications as are deemed proper shall be published.

ARTICLE XV EMBLEM

The emblem of the Wyoming association of Family Career and Community Leaders of America shall by that designated by the National Office.

ARTICLE XVI PERSONAL GROWTH ACHIEVEMENT

SECTION 1

The growth of individual members of Family Career and Community Leaders of America may be recognized through awards presented for individual progress in a National Program. Participation in this program shall be optional for all members. The National Programs are:

A. Career Connections
B. Membership Quest
C. F.A.C.T.S.
D. Financial Fitness
E. Families First
F. Community Service
G. Stop The Violence

SECTION 2

Guidance for members working on the “Power of One” program is at the local chapter level.

SECTION 3

Members may elect to complete projects in any area at any time and may do any number of these projects.

ARTICLE XVII PARLIAMENTARY AUTHORITY

SECTION 1 PARLIAMENTARY AUTHORITY

Robert's Rules of Order, Newly Revised shall govern the Wyoming Association of Family Career and Community Leaders of America in all cases to which they are applicable and when they are not inconsistent with the bylaws. These bylaws may be amended at the annual State Meeting by a two thirds (2/3) majority vote of the voting delegates present.

SECTION 2

The amendments shall be proposed by:
1. The chapter or district
2. The State Executive Council
3. The State Management Team
   A. Proposed amendments shall be received by the State Advisor sixty days prior to the state Meeting.
   B. Notice of the proposed amendments shall be sent to the chapters thirty days prior to the State Meeting.
   C. The proposed amendments shall be in accordance with the National Bylaws.

8.9.9 ART - WYOMING SECONDARY ART EDUCATOR'S ASSOCIATION

MISSION STATEMENT

To promote quality education in art for Wyoming students through the advancement of a secondary state art symposium, teacher in-service, communication and professional development.

CONSTITUTION

ARTICLE I NAME

This organization shall be known as the Wyoming Secondary Art Educators' Association.

ARTICLE II PURPOSES

It shall be the aim of this association to promote and sustain and in all reasonable ways further the effort and studies of those interested in the advancement of art education in the State of Wyoming. This objective shall at all times support and enable creative art expressions and shall make these expressions available in the quality and quantity needed to develop and bring to the forefront the study, imagination, and creative ability of Wyoming school children.

It shall be the purpose of this association to sponsor and promote exhibits and to develop interest in art within the environs of the State of Wyoming and to publicize this program abroad and in our nation.

ARTICLE III MEMBERSHIP

Membership will include dues paid by Secondary Art Educators of Wyoming (voting membership).

Individuals professionally interested or engaged in activities concerned with, or related to secondary and higher art education are eligible for associate membership (no voting privileges).

Membership shall date from receipt of dues by the Treasurer and shall be renewed each year.

ARTICLE IV ORGANIZATION AND GOVERNMENT

Section 1 Officers. The officers of the W.S.A.E.A. shall be President, President-elect, Secretary and Treasurer.

Section 2 Term of Office. The term of office of the officers will be one year.

Section 3 Elections. Elections shall be held every year at the Spring meeting of WSAEA or mailed ballot at a time designated after the Spring meeting.

ARTICLE V MEETINGS

Meetings of the membership shall be held in the Fall of each year and during the Spring, at the Wyoming High School Art Symposium. Both locations will be selected by the membership in attendance at the previous meeting.

Special meetings of the Officers may be called by the President or requested by a majority of the Officers.

ARTICLE VI AMENDMENTS

Proposed amendments shall be submitted in writing and introduced from the floor by the sponsor. They shall be circulated to the membership, and may be adopted at the next business meeting of the Association by a two-thirds majority of the members present and voting.

BYLAWS

ARTICLE I DUTIES OF OFFICERS

Section 1 President. The President shall preside at all meetings of the Officers and at the general business meetings of the membership of the WSAEA The President shall appoint a nominating committee prior to the Fall meeting or open nominations at the Fall meeting for the President-elect to enable the smooth functioning of the election of officers in the Spring.

Section 2 President-elect. The President-elect shall assist the President and shall assume the duties of the President in the event of absence, resignation, or removal from office.

Section 3 Past-president. It shall be the duty of the Past-president to attend the meetings of the officers to give encouragement in the development of effective state organization.

Section 4 Secretary. As Secretary, keep a record of the minutes of each business meeting and each meeting of the Officers. He/she shall have custody of all records of the Association. He/she shall attend to all correspondence, communications, and posting of notices. A record of all correspondence shall be kept.

Section 5 Treasurer. As Treasurer, be responsible for the collection of dues and other income and have charge of the Association's financial records and funds. He/she shall be responsible for the disbursement of the funds of the Association and shall keep a financial record thereof. Upon completion of the term of office or upon resignation, he/she shall have aforesaid records audited and presented to the membership if the membership desires.

ARTICLE II COMMITTEES

Committees shall be appointed by the President to fulfill and promote the needs and functions of this organization as deemed necessary by the President and Officers.

ARTICLE III MEMBERSHIP DUES

The dues for all classes of membership in the Association shall be recommended by the Officers and approved by a two-thirds majority vote of the members. Dues are payable at the spring or fall meeting.

ARTICLE IV ELECTIONS

Section 1 Election shall be held during the business meeting of this Association in the Spring from nominations prepared by the nominating committee. The new officers shall assume their duties at the Spring meeting.

ARTICLE V FISCAL AND ADMINISTRATIVE YEAR

The fiscal and administrative year shall extend from the Spring WSAEA meeting until the following year's Spring meeting.

ARTICLE VI RULES OF ORDER

Robert's revised Rules of Order shall be the authority on all questions of procedures not otherwise covered in the Constitution and Bylaws of the WSAEA. If deemed necessary, the President shall appoint a Parliamentarian.

ARTICLE VII DISILLUSIONMENT

In the event that WSAEA dissolve all monies and property will be donated to a non-profit arts organization in Wyoming selected by the Board of Directors.

STANDING RULES

Any and all bills shall be itemized and bear the signature of the purchaser and designate the project purchased for.

8.9.10 WSAE SCHOLARSHIP

The WSAE Scholarship is administered through the WSAE organization. The WSAE Scholarship committee will be the determining body of accepted applications and scholarship recipients based on the WSAE Scholarship application process. The application and rules are included in the annual symposium packet.

If a student is unable to attend the symposium with their school group it is the responsibility of the parent to assure the student's attendance at the allotted scholarship interview time.

8.10.0 WYOMING ASSOCIATION OF SkillsUSA

CONSTITUTION AND BYLAWS

ARTICLE I TITLE

Section 1. The official name of this organization shall be the Wyoming Association of SkillsUSA.

ARTICLE II PURPOSES

Section 1. The purposes of this organization are:

- To unite in a common bond all students enrolled in trade, industrial, technical, technology and health occupations education.
- To develop leadership abilities through participation in education, vocational, civic, recreational and social activities.
- To foster a deep respect for the DIGNITY OF WORK.
- To assist students in establishing realistic career goals.
- To help students attain a purposeful life.
- To create enthusiasm for learning.
- To promote high standards in trade ethics, workmanship, scholarship and safety
- To develop the ability of students to plan together, organize and carry out worthy activities and projects through the use of the democratic process.
- To foster a wholesome understanding of the functions of labor and management organizations and a recognition of their mutual interdependence.
- To create among students, faculty members, patrons of the school and persons in business and labor a sincere interest in and esteem for trade, industrial, technical, technology and health occupations education.
- To develop patriotism through a knowledge of our Nation's heritage and the practice of Democracy
- To develop leadership for the local chapters
- To provide a clearinghouse for information and activities
- To provide recognition and prestige through an association of local chapters.

ARTICLE III ORGANIZATION

Section 1. Wyoming Association of SkillsUSA, is an association of local chapters within the State of Wyoming operating in accordance with a charter granted by National SkillsUSA.

Section 2. State Organization
The Wyoming Association is an organization of affiliated local SkillsUSA chapters located within the State of Wyoming which have received charters from the National Association.

Section 3. Local SkillsUSA Chapters
Local SkillsUSA chapters affiliated with the Association may be established in all High School and College/Technical schools and educational institutions within the State of Wyoming which provide systematic instruction in career, trade, industrial, technical and health-related education and occupations. The activities of each local SkillsUSA chapter are encouraged to be conducted as an integral part of the instructional program of career, trade, industrial, technical and health-related education provided by the applicable school or educational institution. Each local high school SkillsUSA chapter affiliated with the Association shall have an advisor who shall be a staff member of the applicable school or educational institution who teaches a course relating to career, trade, industrial, technical or health education and/or occupations. Each local college/technical SkillsUSA chapter affiliated with the Association shall have an advisor who shall be a staff member of the applicable school or educational institution.

Section 4. A chapter is defined as a group of students, high school or college enrolled in Career and Technical Education Program.

1. Payment of SkillsUSA dues and submitted official rosters by the National SkillsUSA deadline
2. Elected officers

3. Adopted a Constitution which aligns with the State constitution
4. Have a calendar of events
5. Have a chapter advisor(s)

These requirements must be met to receive affiliation by the state office.

Section 5. Issuance of Charters
Local schools within the State of Wyoming shall contact the State Director in order to receive information about becoming a chapter. The Association shall issue a charter to the local SkillsUSA chapter upon verification of registration and payment of chapter members. Upon issuance of the charter, the local SkillsUSA chapter shall become an affiliated chapter of the Association. Members of the local SkillsUSA chapter shall meet, organize and adopt chapter Bylaws which shall not conflict with these Bylaws or the Constitution and Bylaws of the National Organization

Section 6. To sustain state affiliation of local chapters, the local chapter must maintain:

1. A copy of the local Constitution and By-laws. This should be reviewed annually. If any changes are made a copy of revisions needs to be sent to the state office.
2. Submission of Membership roster and dues to the National office by the designated deadline
3. Maintain a calendar of events or activities for the coming year.

If the local chapter Constitution is found by the State Board of Directors to be in conflict with the state or national Constitution, or (2) if the local chapter fails to meet the membership deadlines, the chapter will no longer be consider affiliated.

ARTICLE IV MEMBERSHIP

Section 1. Each local chapter shall be open for membership to, high school or college students enrolled in Career Technical, Industrial Technology, trade, industrial, and technical or health occupations education. Membership is open to all, regardless of race, color, religion, sex, national origin, or handicap.

Section 2. Wyoming SkillsUSA shall recognize members through a chartered chapter and post-secondary students through a chartered chapter or direct membership.

Section 3. Classes of membership which will be recognized by Wyoming SkillsUSA are:

Active Members –Any high school and college student who is currently enrolled in a career technical, trade, industrial, or health occupations education or who has been enrolled in such a program or course within the current school year, shall be entitled to become an active member of his or her locally chartered SkillsUSA chapter or through direct membership. All active members shall be entitled to participate in competitive events and attend programs sponsored and organized by the Association in accordance with guidelines and procedures adopted by the Board of Directors, and shall be entitled to vote at local SkillsUSA chapter meetings. Active members shall annually pay applicable State and National Dues.

Professional Members – persons associated with or participating in the professional development of SkillsUSA as approved by Wyoming SkillsUSA: Such members shall include chapter advisors, teachers, instructional aides, educators and supervisors, and also business and industry professionals shall be members of this division. Professional members will pay dues as established by Wyoming SkillsUSA but members will be ineligible to serve as a national voting delegate or hold national office.

Alumni Members – former active SkillsUSA members who wish to continue to support SkillsUSA.

Section 4. A membership year shall be from September 1 through August 31, inclusive.

Section 5. Dues
Membership in local SkillsUSA chapters affiliated with the Association shall be determined on an annual basis. Membership in said local SkillsUSA chapters shall be granted only to those individuals who have fully paid all applicable State and National dues. Each local SkillsUSA chapter shall be responsible for remitting all State and National dues for its members in accordance with applicable procedures adopted by the National Organization and the Board of Directors.

Section 6. The SkillsUSA Board of Directors shall have power to revoke the membership of any member due to:

1. Violation of the code of conduct established by SkillsUSA
2. Violation of school or district policies.

The loss of membership can only take place after a hearing, during which the student will be allowed to present their case.

ARTICLE V MEETINGS

Section 1. State Conference
A State Leadership and Skills Conference shall be held each year and this shall be the official annual meeting of Wyoming SkillsUSA. The purpose of the Annual Wyoming Leadership and Skills Conference shall be to elect or appoint officers of the Association, to conduct competitive events, to conduct certain business of the

Association and to provide leadership and career development training to participating members. Active members of local SkillsUSA chapters affiliated with the Association shall be entitled to attend the Wyoming Leadership and Skills Conference upon payment of the applicable registration fee which shall be determined annually by the Board of Directors.

Section 2. Other Conferences
The Association may organize and conduct other conferences at the Regional or State level within the State of Wyoming pursuant to policies and procedures established by the Board of Directors. The purpose or purposes of any such additional meeting or conference may be to conduct competitive events, to provide leadership and skills training to members of local SkillsUSA chapters affiliated with the Association or for any other purpose deemed appropriate by the Board of Directors. The time, date and place of any additional meeting or conference shall be designated by the Board of Directors. The Board of Directors shall provide notice of any such additional meeting or conference to all local SkillsUSA chapters affiliated with the Association in the manner required by law.

Section 3. National Leadership and Skills Conference (NLSC)
The Association shall be represented by voting delegates at each Annual National Leadership and Skills Conference. The number of voting delegates representing the Association at any Annual National Leadership Conference shall be determined in accordance with policies and procedures established by the National Organization. The Board of Directors shall select active members of local SkillsUSA chapters affiliated with the Association to represent the Association as voting delegates at the Annual National Leadership Conference in any manner the Board deems appropriate.

ARTICLE VI STATE OFFICERS

Section 1 . The officers of Wyoming SkillsUSA shall be a president, a vice president, a secretary, a treasurer, a parliamentarian, a reporter and a historian.
Qualifications:

1. Each officer must be an active member in good standing of a local SkillsUSA chapter affiliated with the association. Experience as a chapter officer is preferred.
2. State officer candidates shall have at least one full school year remaining in a secondary or post-secondary career technical program.
3. The candidate must complete and submit an application by the deadline date to the Wyoming SkillsUSA State Director.
4. Candidates must complete the SkillsUSA Leadership Test and pass with an 80% or higher. This test is given at the State Leadership and Skills Conference.
5. Candidates will be interviewed during the Wyoming SkillsUSA State Leadership and Skills Conference by an appointed team of persons that have extensive experience with SkillsUSA.

Section 2. Terms
State officers shall hold office for a term of one year, or until their successors are elected/appointed, and their term of office shall begin with the officer training session held prior to the beginning of school. Students may serve more than one term, but must complete the process outlined in Section 1 each year.

Section 3. Vacancies
A vacancy in the office of president shall be filled by the vice president.
A vacancy in a state office other than that of president shall be a qualified SkillsUSA member, appointed by the State SkillsUSA Director (or any other representative of the Association designated by the Board of Directors).

Section 5. Removal of an officer
The Board of Directors or the State Director shall the power to remove a SkillsUSA state officer from office for any of the following reasons:

1. Conduct unbecoming a SkillsUSA officer.
2. Failure to attend mandatory meetings unless excused.
3. Failure to carry out the duties of their office.
4. The state BOD can meet and dismiss a state officer without cause as outlined by the SkillsUSA Code of Conduct.

This action can take place only after a hearing at which the member or chapter would be allowed to present their case.

OFFICES

Section 6. President.
The President shall preside at all meetings of the Association, including all business meetings and delegate assemblies held during the Association's Annual State Leadership and Skills Conference. Except as otherwise provided in these Bylaws, the President shall appoint the members of all committees and may serve as an ex officio member of all committees. The President shall contact the state director on a monthly basis. The President shall contact all local chapters assigned on a monthly basis. The President shall fulfill all other duties as directed by the Board of Directors and the State SkillsUSA Director.

Section 7. Vice President.
In the absence of the President, the Vice President shall perform the duties of the President, and when so acting, shall have all the power of and be subject to all the restrictions upon the President. The Vice President also shall assist the President in promoting and developing SkillsUSA and the Association. The Vice President, in cooperation with the rest of the officer team, shall develop and implement a plan for increasing membership at High School institutions. The Vice President shall be responsible for all travel arrangements for the state officer team. The Vice President shall contact the President on a monthly basis. The Vice President shall contact all assigned local chapters on a monthly basis, and shall fulfill all other duties as directed by the Board of Directors and the State SkillsUSA Director.

Section 8. Secretary.
The Secretary shall keep accurate minutes of all business meetings and delegate assemblies held during the Association's Annual State Leadership and Skills Conference and all other meetings and conferences sponsored by the Association and, in general, perform all duties incidental to the office of Secretary. The Secretary shall contact the Vice President on a monthly basis. The Secretary shall contact all assigned local chapters on a monthly basis, and such other duties as from time to time may be assigned to him or her by the State SkillsUSA Director and the Board of Directors.

Section 9. Treasurer.
The Treasurer shall account for all expenses of the State Officer team. The Treasurer shall contact the Vice President on a monthly basis. The Treasurer shall contact all assigned local chapters on a monthly basis. The Treasurer shall fulfill all other duties as directed by the State SkillsUSA Director and the Board of Directors.

Section 10. Reporter.
The Reporter shall communicate regularly with representatives of the media to promote the activities and accomplishments of the Association and its members. The Reporter shall contact the Vice President on a monthly basis. The Reporter shall contact all assigned local chapters on a monthly basis. The Reporter shall fulfill all other duties as directed by the State SkillsUSA Director and the Board of Directors.

Section 11. Historian.
The Historian shall be responsible for compiling and maintaining materials and records relating to the accomplishments and history of the Association and its members. The Historian shall contact the Vice President on a monthly basis. The Historian shall contact all assigned local chapters on a monthly basis. The Historian shall fulfill all other duties as directed by the State SkillsUSA Director and the Board of Directors.

Section 12. Parliamentarian
The Parliamentarian shall advise the President on the orderly conduct of business in accordance with these Bylaws and the current edition of Robert's Rules of Order, Newly Revised. The Parliamentarian shall contact the Vice President on a monthly basis. The Parliamentarian shall contact all assigned local chapters on a monthly basis. The Parliamentarian shall fulfill all other duties as directed by the State SkillsUSA Director and the Board of Directors.

Section 13. State SkillsUSA Executive Director.
The State SkillsUSA Executive Director shall, in general, be responsible for the overall growth and curriculum development of the Association, and shall oversee and coordinate the Association's activities and programs. The State SkillsUSA Executive Director, among other things, shall serve as a liaison between the Board of Directors and the Wyoming Department of Education. In addition, the State SkillsUSA Executive Director may perform those duties and responsibilities as assigned by the Board of Directors in cooperation with the Wyoming Department of Education.

Section 14. State SkillsUSA Executive Secretary.
The State SkillsUSA Executive Secretary, if required by the Board of Directors, shall give a bond for the faithful discharge of his or her duties in such sum and with such surety or sureties as the Board of Directors shall determine. The State SkillsUSA Executive Secretary shall have responsibility for all funds of the Association; the receipt of all monies due and payable to the Association from any source whatsoever; the deposit of all such monies in the name of the Association in such banks, trust companies, or other depositories as shall be selected by the Board of Directors; and, in general, shall perform all the duties as from time to time may be assigned to him or her by the Board of Directors.

ARTICLE VII STATE BOARD OF DIRECTORS

Section 1 Powers and Duties
The management of the affairs, funds and property of SkillsUSA Wyoming shall be vested in the SkillsUSA Wyoming Board of Directors, which shall pursue policies and principles in accordance with the provisions of the Wyoming Association of SkillsUSA, Inc.'s certificate of incorporation, these by laws and applicable law.

Section 2 Membership
The board shall be made up of 11 members that are:

- Chapter Advisors
- CTE Curriculum Directors
- Representatives of WACTE
- Representatives from business or industry
- Persons affiliated with the school district or system

Appointments to the board shall be made without regard to race, color, religion, sex, national origin, handicap, or age.

The State Director and Executive Secretary are non-elected/non-voting officers that are also on the board. This board shall have the right to make official Wyoming SkillsUSA policy, is the final authority in the formulation of SkillsUSA policy and shall make final determination of any discrepancies under this constitution. All chapters will receive notification of changes in policy.

Section 3 Term

Board members shall serve a term of three years. Each will serve a staggered term to maintain consistency of established board.

Section 4 Chairperson

The Board of Directors shall annually choose a Vice-Chairperson. The Chairperson and Vice-Chairperson shall each serve a one-year term. Unless the Board determines otherwise, the Vice-Chairperson shall assume the duties of the Chairperson upon the expiration of the Chairperson's term. The Vice-Chairperson also shall assume the duties of the Chairperson in the Chairperson's absence. All candidates for Vice-Chairperson must have a minimum of two years remaining in his or her term on the Board.

Section 5 Duties

It shall be the duty and function of the State Board of Director to conduct business pertaining to the students they serve. The responsibilities of the BOD shall include, but shall not be limited to the following:

a. Maintaining general direction and control over the affairs of the Wyoming SkillsUSA, and ensuring that established policies are enforced.
b. Establishing and developing policies for the sound management and operation of Wyoming SkillsUSA.
c. Provide advice and direction to the State Director to carry out the policies, curricular programs and goals of Wyoming SkillsUSA and to ensure the financial viability of Wyoming SkillsUSA.
d. Consult with the State Director and officers to plan and coordinate competitions, conferences and other activities of Wyoming SkillsUSA

Section 6 Vacancies

Should there be a vacancy of a board member, the position will be filled by appointment from the majority of the remaining board members. A Board member appointed to fill a vacancy shall serve for the un-expired term of his or her predecessor in office.

Two consecutive absences from the Wyoming Association of SkillsUSA board of directors meeting without reasonable cause, as determined by the President and Vice President shall constitute a member's tacit resignation.

Section 7. Regular Meetings.

The State Board of Directors shall hold at least two meetings. One shall take place in the fall and a second meeting in advance of the State Leadership Conference. The Board of Directors shall be empowered to call special meetings with the approval of the State SkillsUSA Director.

Section 8. Special Meetings.

Special meetings of the Board of Directors may be called by, or at the request of, the State SkillsUSA Director, the State SkillsUSA President or any two Directors. The person or persons authorized to call special meetings of the Board may fix any place, either within or without the State of Wyoming, as the place for holding any special meeting of the Board of Directors called by them.

Section 9. Quorum.

A majority of Directors shall constitute a quorum for the transaction of business at any meeting of the Board of Directors.

Section 10. Manner of Acting.

The act of a majority of the Directors present at a meeting where a quorum exists shall be the act of the Board of Directors, unless the act of a greater number is required by law or these Bylaws.

Section 11. Compensation.

Directors shall not receive any stated salaries for their services but, by resolution of the Board, Directors may be reimbursed for certain expenses.

Section 12. Non-Liability of Directors.

The Directors shall not be liable for the debts, liabilities or other obligations of the Association.

Section 13. Action Without Meeting.

Any action which may be taken at a meeting of the Board of Directors may be taken without a meeting if a consent in writing or by e-mail, setting forth the action so taken, shall be acknowledged by all of the Directors entitled to vote with respect to the subject matter thereof.

Section 14. Telephone Conference.

Directors may participate in a meeting through the use of conference telephone or similar communications equipment so long as all Directors participating in such meeting can hear one another. Participation in a meeting pursuant to this Section shall constitute presence in person at the meeting.

ARTICLE VIII FINANCES

Section 1. Dues

Dues shall be determined by the Wyoming Association of SkillsUSA Board of Directors. State dues shall be payable in accordance with the National SkillsUSA directives and policies.

Section 2. Executive Secretary Duties

Dues and/or contributions shall be paid to Wyoming SkillsUSA as per National SkillsUSA policy. The Executive Secretary duties shall be:

a. To receive all contributions from donating individuals, business organizations or foundations.
b. To see that all money of the State Association shall be deposited in a bank under an account known as "Wyoming SkillsUSA".
c. To pay or have paid all bills incurred by the State Association.
d. To submit a financial records of the State Association.
e. To submit a financial report of the condition of the State Association at regular intervals to the Board of Directors.
f. To have a recognized bookkeeping system set up and have the accounts kept in order and once a year an internal audit shall be made by persons selected by the Board of Directors. A professional external audit will be conducted every five years or at the request of the Board of Directors.

ARTICLE IX STANDING COMMITTEES

Standing Committees - There may be the following standing committees appointed by the Chairman and their duties shall be as follows:

a. The Contests Committee – Shall review the contests of Wyoming SkillsUSA and shall make suggestions for improvement of rules, methods and procedures. Members shall initiate new activities to further meet the objectives of SKILLSUSA.

b. Membership Committee – Coordinate statewide membership activities for all SKILLSUSA chapters.

c. Public Information Committee – Shall work with the State SkillsUSA Director to suggest and implement public information programs for Wyoming SkillsUSA.

Ad hoc Committees can be established as needed.

ARTICLE X AMENDMENTS

Section 1. The Constitution may be amended as follows:

1. All proposed amendments to this Constitution shall be submitted in writing to the State Board of Directors within 30 days of the annual meeting.
2. Any amendments shall be voted on at the annual meeting and needs 2/3 vote for passage. If the State Board of Directors passes the proposed amendment or an amended form of the amendment, it shall become effective immediately.

Section 2. Such rules, regulations and policies as are deemed necessary for the proper conduct of this organization shall be adopted.

Section 3. No rules, regulations or policies shall be adopted which are contrary to this Constitution.

Section 4. The combined Executive Council shall have the right and authority to formulate, adopt and enforce Wyoming SKILLSUSA rules, regulations and policies for situations that are not covered by this Constitution.

Approved: October 2009

WYOMING SPORTS OFFICIALS ASSOCIATION
2026-27 AREA REPRESENTATIVES

DOF/Coordinator	Basketball	Mike Maloney Phone: 389-5195 Email: mmaloney@whsaa.org
Coordinator	Volleyball	Kathy Hamer-Smith Phone: 534-6816 Email: khsmithvb@yahoo.com
Coordinator	Football	Tyler Spear – President Phone: 970-554-1600 Email: tyler.s.spear@gmail.com
Coordinator	Wrestling	Jason Wasserburger Phone: 760-2436 Email: jasonwasserburger@gmail.com
Coordinator	Soccer	Kevin Skaggs Phone: 620-2416 Email: k_skaggs73@hotmail.com
Coordinator	Softball	Eric Quinney – President Elect Phone: 780-6954 Email: quinneyrf1@gmail.com

SPORTS REPRESENTATIVES

Representative	Football	Chris Edwards Phone: 272-0245 Email: cedwards@bgh2.org	1st Term expires 2028-29 after July meeting
Representative	Volleyball	Heidi Linford Phone:399-6989 Email: heidilinford5@yahoo.com	1st Term expires 2028-29 after July meeting
Representative	Swimming	Angela Hendrickson Phone: 349-1934 Email: nitro.rush@hotmail.com	1st Term expires 2028-29 after July meeting
Representative	Basketball	Ryan Gross Phone: 680-6106 Email: rgross17@yahoo.com	1st Term expires 2028-29 after July meeting
Representative	Wrestling	Mitchell Johnson Phone: 217-1598 Email: mijohnson8199@gmail.com	1st Term expires 2028-29 after July meeting
Representative	Track	Gary Glenn Phone: 359-8635 Email: gaglenn67@yahoo.com	1st Term expires 2028-29 after July meeting
Representative	Soccer	Michael Walter Phone: 256-1970 Email: azzy69@aol.com	1st Term expires 2028-29 after July meeting
Representative	Softball	Todd Pearson Phone: 760-3115 Email: toddpearson37@gmail.com	1st Term expires 2028-29 after July meeting

The Wyoming High School Activities Association Associate Commissioner shall serve as the Wyoming Sports Officials Association Commissioner.

AFFILIATION OF THE WYOMING SPORTS OFFICIALS ASSOCIATION AND WYOMING HIGH SCHOOL ACTIVITIES ASSOCIATION

In January, 1988, the WSOA area representatives cast a unanimous ballot to affiliate with the WHSAA under the following considerations:

At the April, 1988, WHSAA Board of Directors meeting, the Board approved the WSOA request for affiliation with the WHSAA.

1. The state office of the WHSAA will be the official headquarters for the Wyoming Sports Officials Association.

2. The WHSAA staff will handle the administrative duties of the WSOA.

3. The office of Director of the WSOA will be filled by the WHSAA Associate Commissioner.

4. The WSOA will continue with its organization: electing a president from the board membership. The board shall consist of sport coordinators as well as elected officials for each sport. The President will serve in an advisory capacity to the WHSAA Board of Directors.

5. The WSOA board of directors are to meet jointly, at least once annually, with WHSAA representatives and will be paid an expense allowance for attending said meetings. The President will meet with the WHSAA representatives as deemed necessary by both parties. An expense allowance for attending said meetings will be paid.

6. The WHSAA is to furnish all office space, office supplies, postage, rule books, study materials, publish WSOA bulletins, receive dues, issue WSOA membership cards, coordinate membership in the NFHS; including liability insurance, conduct rules clinics, mechanics clinics and other educational endeavors for officials, and furnish all other supplies and materials necessary to administer the WSOA in a business-like manner.

7. In consideration of the above-listed services, beginning with the fiscal year 1988-89, all income from the annual WSOA membership dues will be funded to the WHSAA/WSOA.

8. Policy of the Wyoming Sports Officials Association may be formulated jointly or separately by the Wyoming Sports Officials Association directors and the Wyoming High School Activities Association Board of Directors with the approval of any changes given by the WHSAA Board of Directors. Once a policy has been approved and then in effect for one year, it may be revised by a majority of the WSOA directors with the approval of the WHSAA Board of Directors.

9.0.0 NAME

This organization shall be known as the Wyoming Sports Officials Association, WSOA.

9.1.0 OBJECTIVES/PURPOSE

1. It is the purpose of the WSOA in its program of registering officials to improve the interests of interscholastic competition by:
   a. Aiding officials, coaches, and players in acquiring a thorough knowledge of playing rules in all sports.
   b. Promoting uniformity in mechanics of officiating.
   c. Propagating competent young officials to replace retiring veterans.
   d. Encouraging observance of the spirit and letter of playing rules and ethical codes on all occasions.
   e. Establishing classifications of officials according to qualifications and experience.

2. A thorough knowledge of playing rules and an ability to interpret these rules shall be regarded by the WSOA as a primary requirement of all officials. To implement this requirement, the WSOA may conduct rules clinics, mechanics clinics, study clubs and/or other educational programs in all sports. It is a requirement of officials to attend such meetings in sports in which they are officiating for the purpose of keeping informed of rules changes and new interpretations, as well as the general review of all rules and regulations.

3. A thorough knowledge on the part of officials of mechanics of officiating shall be regarded by the WSOA as imperative for a competently officiated game. The mechanics of the officiating profession are particularly important since officials in certain sports work as members of several different crews during a season, thus requiring mechanics to be standardized throughout the state in the interest of smooth and efficient performance of duties.

4. To aid in this growth in rules knowledge and mechanics aptitude, sport coordinators may be hired by the WHSAA to assist in the training, recruitment, retention, and evaluation of sports officials. Said coordinators will be members of the WSOA Board of Directors.

5. Dedication to high professional standards as developed by tradition and through practice shall be regarded by the WSOA as highly desirable on the part of all officials. A proper attitude toward the avocation of officiating will contribute immeasurably toward the total value of the interscholastic athletic program.

9.2.0 WSOA PRESIDENT AND BOARD MEMBERSHIP

The directors of the WSOA shall be composed of a President, sport coordinators, and duly-elected board members for each sport. Board member duties are outlined in section 9.3.0.

9.3.0 DUTIES OF BOARD MEMBERS

1. Represent the state officials at all association meetings in the best interests of the officials association and interscholastic program. The directors shall meet at least once annually.

2. Communicate officials' concerns to the WSOA/WHSAA Commissioner or his designee.

3. Assist in setting up local associations.

4. Sport Coordinators shall act as rules interpreters of officials within their respective sport.

5. Sport Coordinators shall assist in the development and help oversee the system of observation and/or evaluation of officials in their representative sport.

6. Assist in recruiting and training officials.

7. All board members must be duly-certified and fully registered officials with the WHSAA.

9.4.0 ELECTION OF PRESIDENT AND BOARD MEMBERS

The WSOA President will serve a term of four years. Elected sport representatives will be limited to two terms unless no willing candidate is available in their respective sport. Sport Coordinators will serve as board members as long as they are in their official coordinator capacity. The President shall be elected from the membership of the board.

President - The office of President and President-elect will be filled at the WSOA annual, summer meeting. The President-elect will be chosen one year prior to his/her taking office.

Sport Representatives - The sport-specific representatives shall be elected by ballot within each specific sport from the WHSAA membership at large for said sport. Elections will be held each year (as needed) with members joining the WSOA board at the next summer meeting. Sports representatives will serve a four year term, may serve two terms should they be re-elected by their sports official group.

Sport Coordinators – The sport coordinators for each sport will be named to the WSOA Board of Directors via their official hire into the coordinator position by the WHSAA.

In the event of a resignation or death, the WSOA President has the authority to appoint a WSOA member to fill any sport specific vacancy. The appointee shall finish the length of term. All Directors will assume office at the WSOA annual meeting of the year elected. The WHSAA shall appoint a replacement for a sport coordinator should one be needed.

9.5.0 WSOA/WHSAA REGISTRATION PROCEDURES

1. Registration for WHSAA/WSOA officials should be made online at https://www.dragonflymax.com

2. The registration year shall be from July 1 – May 31. The officials' registration card, regardless of the date registration is completed, expires June 30th and must be renewed for a person to qualify as a registered official for the following year.

3. Registration deadline
   a. Dues include membership in the NHFS Officials Association, Official's pass, NFHS Network access (not with reciprocating membership).
   b. It is recommended officials register for each sport no later than one month before the specific sport season begins.

4. The fee for the FIRST SPORT is $70 for football, basketball, wrestling, volleyball, swimming, soccer and softball. When ADDITIONAL SPORTS are added, the fee is $20 for each sport. Track is $50 for all officials regardless of number of sports. If you are a high school or college student, your fee is waived.

5. Examples:

$70	Football (First Sport)	$70	Basketball (First Sport)
+20	Basketball (Second Sport)	+20	Volleyball (Second Sport)
$90	Official pays this amount	+50	Track (Third Sport)
		$140	Official pays this amount

6. The sports packet will be mailed to eligible officials as soon as the National Federation publishes the yearly rules manuals.

7. Increases in NFHS fees will directly increase WSOA fees by the corresponding amount.

8. A person that has been convicted of a felony will not be allowed to register as a sports official in Wyoming without requesting a review by the WSOA Board. Recognizing there are differences, and that each situation is unique; a person can request a review by a panel of the WSOA Board of Directors.

9.6.0 MEMBERSHIPS

MEMBERSHIP BY TRANSFER

Membership may be secured in the WSOA by means of transferring membership from another state providing:

1. Membership dues are paid to the WHSAA/WSOA.
2. Membership dues are paid to the home state association.

The transferring official will be recognized as a registered official by the WHSAA/WSOA.

CONTINUING MEMBERSHIP:

Membership is continuous with the proper payment of fees.

Members paying fees and unable to officiate for medical or personal reasons may apply for a refund of fees prior to the beginning of the particular sport season.

RETENTION OF MEMBERSHIP:

A member in good standing may request a one year leave of absence for illness, injury or personal necessity. The official may be allowed to retain a rating from the previous year. The following procedures must be followed:

1. A retention rating must be requested secured from the sport coordinator. The coordinator will forward their decision to the requesting official and the WHSAA.
2. The request will be reviewed by the WHSAA/WSOA.
3. An official may request an extension only once per certification cycle.

MEMBERSHIP BY RECIPROCITY

There will be a $25.00 registration fee charged for the first sport and a $5.00 fee for each additional sport for out-of-state officials who reside in states which have reciprocal agreements with Wyoming, SOUTH DAKOTA, UTAH, IDAHO, MONTANA, NEBRASKA, and COLORADO. Officials must register in their home state and register by reciprocity in WYOMING. OFFICIALS must be registered to officiate in their home state and register with reciprocity in Wyoming.

MEMBERSHIP FOR OUT-OF-STATE OFFICIALS

Out-of-state officials must register on Dragonfly for the WHSAA and must currently be registered in their home state before they may officiate contests in Wyoming.

9.7.0 OFFICIALS FEE SCHEDULES FOR VARSITY CONTESTS

Each driver receives a mileage allowance at a rate established by the State of Wyoming on July 1 of the upcoming school year (72.5 cents as of July 2026). This rate is paid per mile round trip. Exception - the driver of a five-man football crew receives an additional four cents per mile round trip. Each official excluding the driver receives fifteen cents per mile round trip for per diem. The driver receives five cents per mile round trip for per diem. Mileage figures will be based upon those provided on the official map of the state of Wyoming. Officials must receive mileage from either their place of residence or their local association site. No official shall enter into a contract to officiate any WHSAA contest for any game or mileage fees which are not in accordance with the specified rates and fees. Any rate change by the State of Wyoming will be reflected the school year following the rate change by the state.

9.7.1 BASKETBALL

All classes. Two or three registered officials paid $95 each. When more than two schools come together to participate during regular season play, schools have the option to negotiate fees with basketball officials. Three person crews will be used for all regional and state tournaments.

9.7.2 FOOTBALL

All Classes: At least five registered officials, paid $110 each.

9.7.3 SOCCER

When available one referee and two linesmen shall be used for all soccer matches. Each Official being paid $95.00. In the event that there are not 3 available officials, the dual system of control may be used with each official being paid $115.00. If a 4th official is available and used, that official shall be paid $70.00. ALL OFFICIALS SHALL BE REGISTERED WITH THE WHSAA.

9.7.4 SOFTBALL - Two or three registered officials paid $85 each. When more than two schools come together to participate during regular season play, schools have the option to negotiate fees with softball officials. Three person crews will be used for the state tournament.

9.7.5 SWIMMING

All "on deck" officials shall be registered officials. Dual meet: $80 for each official; invitation/triangular meets: $95 per session; one day invitationals: $115. Schools have the option to negotiate fees with swimming officials on invitational meets.

Swimming and diving coaches are eligible to be diving judge officials in regular season, conference and WHSAA State Swim Events upon

1. registering with the WHSAA office for a fee of $50
2. attending a WHSAA rules clinic
3. successfully completing an officials (open book) exam for diving.

Diving coaches who work as a diving judge official will not receive pay for those meets where their team is participating.

9.7.6 TRACK

The meet referee, director, and starter shall be registered officials. The field judge, clerk of course, and finish judge shall attend the rules clinic.

9.7.7 VOLLEYBALL

All classes: Must have two registered officials who shall be paid $85 per match. During regular season play, schools have the option to negotiate fees with volleyball officials when more than two schools come together to play.

9.7.8 WRESTLING

All classes: Officials must be registered - $95 per match for dual and double dual match. When more than two schools come together to participate during regular season play, schools have the option to negotiate fees with wrestling officials.

9.7.9 CULMINATING EVENTS

Each official receives mileage of 72.5 cents per mile round trip. Exception: the driver of a five-person football crew receives an additional four cents per mile round trip. The driver receives five cents per mile round trip for per diem. Each official (riders), excluding the driver, receives 15 cents per mile (under 100 miles round trip) per diem round trip, or $70 per diem per day of the event if the culminating event site is 100 miles round trip or over (if mileage is over 400 miles round trip, one extra day per diem will be paid) as determined by the mileage on the Wyoming State map.

Sport	Regional	State
Basketball	$105	$110
Football	$120	$125
Soccer		$110
Softball	$95	$100
Swimming		$460 ($115 per session)
Track	$140 per day (Starter)	$150 per day (Starter)
Volleyball *	$95	$100
Wrestling	$325 (1 day) $420 (2 days)	$245 per day

*Line judges at Regional/State volleyball tournaments will be paid $55 per match by the WHSAA if they are registered officials assigned by the host school meet director.

It is recommended that all lower-level officials (freshman, sophomore, and junior varsity) should be paid $20 less than the varsity rate in each sport. Junior high/middles school officials should be paid $25 less than the varsity rate in each sport. Exception, junior high/middle school wrestling officials should be paid $30 per hour or $4 per match. Mileage should also be paid if using out of town officials for lower level events.

9.8.0 CLASSIFICATION SYSTEM FOR MEMBERS OF THE WYOMING SPORTS OFFICIALS ASSOCIATION

Minimum yearly standards for all classifications:

1. Payment of registration fees.
2. Attendance at annual rules clinic in its entirety for the sport officiating sponsored jointly by the WHSAA and the WSOA.
3. Pass open-book exam with minimum 80%. - (Registered and Certified only)

CLASSIFICATIONS

Dates will be set for the administration of required rules examination for the sport involved. Examinations will be given at the same time for all officials and prospective officials at site determined by the WHSAA/WSOA.

NOTE: It is recommended officials register for each sport no later than one month before the specific sport season begins.

REGISTERED OFFICIAL DEFINITION

A registered official meets the following requirements of the WHSAA/WSOA:

a. pay fees
b. complete open-book exam and pass with 80% or better
c. view mandatory WHSAA rules clinic

CERTIFIED OFFICIAL DEFINITION

A certified official must meet the following requirements of the WHSAA/WSOA:

a. pay fees
b. complete open-book exam and pass with 80% or better
c. attend mandatory WHSAA rules clinic
d. Must have served as a registered official for two consecutive years immediately prior to the year the official applies for Certified status, therefore completing the additional requirements in their third year.
e. Must have attended a state-approved mechanics camp (basketball, football, wrestling, volleyball, soccer, softball, or swimming) within the 12 months preceding application. Camp attendance must be repeated every fifth year after reaching Certified status.
f. Receive a favorable observation from a WHSAA-approved observer, if applicable.
g. Must score a minimum of 80% on closed book exam to become certified. The exam must be retaken every fifth year after reaching Certified status.
h. Must show evidence of working varsity level contests.
i. Officials residing in another state are only eligible to officiate Wyoming postseason contests if said official is registered exclusively in Wyoming, working WHSAA-sponsored athletic contests for the duration of the season.
j. Experienced officials moving into Wyoming from another state must complete the following to become postseason eligible in Wyoming:
    a. Must show proof of post-season eligibility from their previously registered state.
    b. May apply for Wyoming certification after one year of working contests in Wyoming.
    c. Must complete all other certification requirements listed above.

Once the WHSAA/WSOA Commissioner determines that a sufficient number of certified officials are available, ONLY Certified Officials will be eligible for post-season play (regional and state). If an official has been awarded post-season events in the past and has not been Certified because he/she lacked the years of experience, the official will become eligible for post-season play.

NON-VARSITY

A non-varsity official must meet the following requirements of the WHSAA/WSOA:

a. Pay fees
b. View mandatory WHSAA rules clinic or view copy of video
   Note: Non-Varsity Officials can NOT work varsity games.

9.9.0 PUBLIC CRITICISM OF OFFICIALS OR COACHES

Any official who publicly criticizes another WHSAA/WSOA member official or WHSAA member coach or team/school personnel through the media, social media, Facebook, twitter, etc. shall be reported to the WHSAA Associate Commissioner and/or the WSOA President. Reported officials shall be subject to a hearing and may be subject to written reprimand, or suspension of membership from the WHSAA/WSOA.

9.10.0 WSOA OBSERVATIONS AND EVALUATIONS

The Wyoming Sports Officials Association, in an effort to promote education of officials, advancement of officials, and tournament selection of officials shall regulate a system of observation and/or evaluation of officials.

Recognizing that populated and rural areas of Wyoming present different needs, the WHSAA/WSOA shall place responsibility for coordinating observation/evaluation on both the sport coordinators and local associations.

Each observation and/or evaluation system is unique to its specific sport. As such, the sport coordinators shall develop an observation/evaluation system for their sport. These systems shall be publicly shared with all officials. Sport Coordinators shall also retain a cadre of observers for their specific sports.

Officials will be observed for their knowledge and interpretation of rules, mechanics/coverage of action, hand signals and communication with scoring personnel, attitude and rapport with coaches, appearance and physical conditioning, fouls/penalties called and mechanics, and calling of violations.

9.11.0 WSOA RULES EXAMINATIONS

The WHSAA and the WSOA sponsor several forms of rules examinations in alignment with the NFHS Officials Education program. These examinations are given in an effort to encourage officials to improve their knowledge of the rules in the sport they are officiating. The following examinations are offered:

Open Book Exams may be taken at local association meetings or individually by officials. A minimum score of 80% must be attained to meet the registration requirements. An official must pass this test prior to officiating any contest.

Closed Book Examination - The closed book examination is a requirement to receive a certified rating. The closed book examination dates are set by the National Federation.

Officials requesting to take the closed book examination in their sport must notify the WHSAA office.

The specified window for each examination is the only time period on which the examination will be administered. Alternate dates for taking the examination require approval of the WHSAA Associate Commissioner.

The closed book examination will be administered with a two-hour time limit. An official requesting advancement to Certified must score a minimum of 80% on the closed book test to advance.

9.12.0 GUIDELINES FOR LOCAL ASSOCIATIONS

The WHSAA Board of Directors recommends that local associations be established wherever possible and that the association meet on a scheduled basis to discuss rules, mechanics, etc. However, it is not mandatory for an individual official to belong to a local association.

A local association is a group of registered WSOA officials formed for the purpose of providing services to WHSAA member schools.

A local association's purpose is to provide participating schools with its best qualified officials.

Procedural Guidelines for Local Associations

1. An official will benefit from membership in a local association.

2. An individual school and/or an individual official has the right to refuse an assignment; however, a particular local association cannot discriminate against a member school(s).

3. Local associations should have a method of training new officials and evaluating transfer officials.

4. An individual official, because of membership in a local association and/or the WSOA, is not guaranteed game assignments.

9.13.0 TOURNAMENT POLICY

SELECTION

Officials will be selected for WHSAA Culminating Events based on the following:

(80%) coaches vote selection process and (20%) selection by the WHSAA office. For those sports that have an evaluation system in place, the selection will be based on 60% Coaches Vote, 20% Evaluation and 20% WHSAA office discretion.

The WHSAA sends a ballot to all member schools asking coaches to list officials whom they recommend for post-season assignments.

All officials must work the following minimum number of varsity contests to be eligible to work WHSAA Culminating Events:

Basketball - 7 games	Football - 3 games	Soccer - 4 games	Softball – 4 games
Swimming & Diving - 2 meets	Track & Field - 2 meets (Starters and Referees)		Wrestling - 6 events
Volleyball - 7 matches (Each match in a tournament that is at least 2 out of 3 to 25 points will be counted as 1 match towards your total)			

VOTES RECEIVED

An official or association may receive a report of the number of votes received after completion of the tournament series in that sport.

SOLICITING VOTES

OFFICIALS WHO USE COMMUNICATIONS (PHONE, LETTERS, ETC.) AS A MEANS OF SEEKING RECOMMENDATIONS/VOTES FROM MEMBER SCHOOLS MAY NOT BE CONSIDERED FOR TOURNAMENT ASSIGNMENTS IN THE SPORTS PROGRAMS OF THE WHSAA.

Offending Officials and/or Associations may be subject to a hearing and may face discipline of a written reprimand, or postseason suspension.

Schools are encouraged to report any solicitation of votes to the WHSAA.

NUMBER OF TOURNAMENTS

In applicable sports, officials will be limited to working one STATE tournament (1A/2A or 3A/4A).

It is recommended that State tournament officials be selected from those officials working the regional tournaments; however, exceptions may be granted by the WHSAA Commissioner.

9.14.0 PROCESS FOR NOTIFICATION OF EJECTIONS

Should an official eject a contestant or a coach from a contest, the official must notify the WSOA Associate Commissioner within 24 hours. The Associate Commissioner's telephone numbers are as follows: Work – 577-0614 and Cell 274-0917.

A written account of the incident must be sent to the WHSAA office within three days.

Once the Associate Commissioner has been notified of an incident, he/she will be in contact with the school's administration and will ask for an account of the situation.

The Commissioner will render a decision as soon as he/she has received and reviewed all relevant information. A school may appeal the official's decision to the Commissioner, and a decision the Commissioner renders may be appealed to the WHSAA Board of Directors. The WHSAA/WSOA Commissioner may seek the input of the sport coordinators when considering the review of an ejection.

9.15.0 APPEARANCE

Today, many people judge a person by the way he/she looks. First impressions are becoming more and more important. As an official you want to make a good first impression.

BEFORE THE CONTEST

When traveling to the game site, you should be neat and clean, properly dressed, clean-shaven, hair or beards neatly trimmed, to present the impression of one who takes pride in his/her appearance. Remember, you are a representative of the WHSAA/WSOA.

DURING THE CONTEST

The official's appearance will affect the conduct of the game to a great degree. A poorly dressed official will find he/she has difficulty in having his/her decision accepted. On the other hand, an official who wears the proper uniform and is neat, will foster proper attitudes from all concerned. The physical condition of an official is definitely a part of his appearance. One who carries himself/herself in a professional manner, moves quickly, and has stamina will have more success than the official who does not possess these qualities. The official who is out of condition, more often than not, does a poor job of officiating simply because he/she is unable to cover the play. The appearance of this type of official on the field or court detracts from the coaches, players, and fan's confidence in the officiating team. Officiating is strenuous and exhausting work. In order to meet the challenge an official must be in good physical condition.

AFTER THE CONTEST

Take care of equipment and leave the field together. Do not seek out coaches nor avoid them. Make no statements or offer comments concerning the game to other than WHSAA/WSOA members. Your best bet is to shower, dress, collect your gear and head for home. The game is over and your job has been completed.

Be supportive of fellow officials and do not criticize another's officiating to any other individuals. The observation and/or evaluation process should be used to address any need for another official's improvement. See section 9.9.0 regarding public criticism of officials.

9.16.0 REQUIREMENTS OF THE WHSAA/WSOA

WSOA Members are required to wear the uniform specified in the National Federation Rules Book and Officials Manual for their respective sport. The WHSAA may approve an alternative uniform.

The WHSAA/WSOA officials patch MUST be displayed on the upper left sleeve (left breast pocket in soccer) for all officials representing the WHSAA/WSOA. The patch should be placed two fingers from the top seam.

If worn, the 307 Way patch (or its successor) MUST be displayed on the upper right sleeve. The patch should be placed two fingers from the top of the seam.

In softball, a WHSAA/WSOA patch is optional on the cap. If worn, it must either be sewn or embroidered in the center front of the cap.

In sports where more than one official is required, the crew should be dressed in identical attire.

9.17.0 ADDRESSING VIOLATIONS

9.17.1 PROCEDURE

9.17.2 The WHSAA Board of Directors, through its Commissioner, will investigate all alleged violations of the rules or constitution when:

1. Board members, or their Commissioner, have either personally or through written documentation gained knowledge of a violation.
2. The Board of Directors, or the Commissioner, have received a written protest by a member school, official, or officials group/association.

9.17.3 The Commissioner shall have the authority to take disciplinary action against an offending official of the WHSAA. Any disciplinary action taken shall be reviewed by the WHSAA Board of Directors.

9.17.4 Disciplinary action in the form of suspension or expulsion shall be limited to not more than one calendar year.

9.17.5 Review procedure to be followed.

1. By the WHSAA:
    a. The Commissioner shall obtain written statements from any available witnesses.
    b. Said statements will be studied by the Commissioner and reported to the WHSAA Board of Directors.
    c. If, in the opinion of the WHSAA Board of Directors, further investigation is necessary, the Commissioner or the WHSAA Board of Directors may meet with the agent or the official.
    d. If further disciplinary action of any type is deemed necessary, the WHSAA Board of Directors or Commissioner will take such action and communicate it to the offending official.
2. By member officials:
    a. File the complaint with the Commissioner.
    b. If the initial complaint is not filed in writing, then it must be filed in writing within seven days of the initial complaint.
    c. Furnish affidavits if deemed necessary by the Commissioner or WHSAA Board of Directors.
    d. Attend the hearing if deemed necessary by the Commissioner or WHSAA Board of Directors.

9.18.0 DISCIPLINARY ACTION

9.18.1 WARNING
A warning is official, written notice that an inexcusable, unethical, or unsportsmanlike action is a matter of record and that such an action must not occur again.

9.18.2 PROBATION
This is a more severe type of (written) warning. An official on probation may be restricted from officiating in any regional or state level activity.
This also implies that a repeat offense would mean automatic suspension.

9.18.3 SUSPENSION
Any official suspended from the WSOA may not officiate an association contest at any level. No official may be suspended from the WHSAA for more than one calendar year. Notification of suspension shall be in writing.

9.19.0 HEARINGS

Aggrieved Parties May Appeal Decision
If a contest official is dissatisfied with a decision of the WHSAA Board of Directors or the Commissioner's interpretation of a provision or provisions of the Constitution, Bylaws, or rules and regulations of the WHSAA and such individual or school is an aggrieved and affected party, such a party may within 15 days of the receipt of the decision, submit in writing by certified mail, return receipt requested, a notice of appeal of the decision and a request for a formal hearing.

Investigation
The Commissioner or his staff, or such representative of the WHSAA designated by the Board of Directors shall investigate all matters upon which the appeal is based. Investigations shall be performed so as to bring the matter to hearing, unless for cause otherwise shown, no later than the next regularly scheduled meeting of the Board.

Notice
After completion of the investigation, the Commissioner shall notify the appealing party, by certified mail, return receipt requested, of the time and place set for a hearing on the appeal. The notice shall be given at least seven days in advance of the time set for the hearing.
The hearing shall be conducted in conjunction with a regularly scheduled meeting of the Board provided that the matter may be heard at a special meeting of the Board in the event that the appealing party agrees to pay all the costs incidental to such a special meeting.

Attendance at the Hearing
Contest officials who are appealing parties are entitled to attend hearings. Any person entitled to be in attendance at such hearing may represent themselves. Such persons are also entitled to be represented by counsel, provided that they notify all other parties involved in the appeal of the name, address, and telephone number of such counsel at least three days in advance of the hearing.

Board of Directors to Hear Appeals
The Board of Directors of the WHSAA shall hear all appeals brought under the provisions of these rules. The President of the WHSAA Board of Directors may appoint a Hearing Officer to preside over the hearing or he may act as the Hearing Officer himself/herself. The Hearing Officer may, at the beginning of the hearing, ask for statements clarifying the issues involved or upon which factual matters the appealing party will stipulate and agree to.

The Commissioner shall make available written copies of his/her investigation and may give testimony relative thereto. The appealing party shall present its defense and proofs. The parties may offer such evidence, including the testimony of witnesses, as they desire and which is relative to the proceedings. All testimony shall be given under oath. The hearing officer will have the authority to administer the oaths. Each party shall have the right to cross examine witnesses of the adverse party. All parties shall be afforded the opportunity to examine all documents introduced. Upon request of any party, the proceedings of the hearing may be

reported stenographically or by any other appropriate means as determined by the hearing officer. The party requesting that the proceedings be reported, shall pay the cost thereof and shall also pay for the cost of transcription.

Closing of Hearing
The Hearing Officer shall specifically inquire of all parties whether they have further evidence. Upon receiving negative replies, the Hearing Officer shall declare the hearing closed.

Hearing in Absence of a Member
The hearing may proceed in the absence of any party, who after it is shown has received due notice thereof, fails to be present or fails to request an adjournment. Adjournments may be requested of the Hearing Officer upon the request of a party or upon the initiative of the Hearing Officer. However, a decision shall not be made solely upon the default of a party, but shall be based upon the evidence in the matter before the Board.

Decision of Board
The decision of the WHSAA Board of Directors shall be made within seven days of the closing of the hearing. The decision shall be in writing, signed by the Commissioner, and shall state the findings and conclusions of the Board. It shall be mailed to the appealing party by certified mail, return receipt requested.

9.20.0 WHSAA/WSOA CODE OF ETHICS FOR ATHLETIC OFFICIALS

Believing that mine is an important part in the nationwide interscholastic athletic program, I pledge myself to act in accordance with these principles:

1. I will honor contracts regardless of possible inconvenience or financial loss.
2. I will study the rules of the game, observe the work of other officials, and will at all times, attempt to improve myself.
3. I will conduct myself in such a way that attention is drawn, not to me, but to the contestants playing the game.
4. I will maintain my appearance in a manner befitting the dignity and importance of the game.
5. I will be fair and unbiased in my decisions, rendering these without regard to the score or next year's contract.
6. I will cooperate and be professional in my association with my fellow officials and will do nothing to cause them public embarrassment.
7. I will uphold and abide by all rules of the WHSAA/WSOA and the NFHS.
8. I will give my complete cooperation to the school which I serve and to the WHSAA/WSOA which I represent.
9. I will keep in mind that the game is more important than the wishes of any individual player or coach or the ambitions of any individual official.
10. I will not use tobacco products on or in the vicinity of the athletic event, nor drink any alcoholic beverages on the day of the event.

INDEX

A

Academic Requirements, 36
Administration, 12–14
Advertisements (Alcohol/Tobacco), 28
Affiliate Membership, 18
Age Requirements, 36
All Star Competition, 35
All State Music Groups, 89–93
Alpine Skiing, 55–61
Amateur Standards, 35
Art, 150–52
Artificial Noisemakers, 29
Association Programs and Policies, 14–19
Athletic Contracts, 31
Athletic Schedule, 31
Awards, 19–21

B

Bands at Culminating Events, 17
Board of Directors
- Administration, 12
- Appeals, 10
- Duties, 12
- Meeting Schedule, 14

Bona Fide Student, 35
Brackets
- Recommended Regional, 43
- Tennis, 69–70

Buy Back Program
- Coaches, 24
- Students, 24

C

Catastrophic Insurance, 14
Cheer and Dance. *See* Spirit Groups
Classification of Senior High Schools, 21
Coaches
- Buy Back Program, 24
- Qualifications, 29

Combination School, 22
Concussions, 16
Constitution, 9–11
Contagious Disease Policy, 15
Cross Country, 45
Culminating Events
- Crowd Control, 25
- Officials, 30
- Raffles Not Allowed, 28
- Reserved Spectator Seating, 29
- Supervision of Pupils, 25
- Teams/Individuals Unable to Arrive, 17
- T-Shirt and Memorabilia, 28

D

Dates and Locations of Sites, 23
DECA, 132–37
Disciplinary Action, 13
Drama. *See* State Thespian Tournament
Drones, 41
Dual Participation, 33

E

Eligibility Requirements, 32
Entry Fees, 23
Executive Council, 15

F

FBLA, 137–38
FCCLA, 144–50
FFA, 138–44
Filming, Video Taping, 29
Football, 45–49

G

Game Contracts, 31
Gender Identity Participation, 40
General Association Rules and Regulations, 21–28
General Member School Rules and bilityons, 28–31
General Student Rules and Regulations, 31–35
Golf, 49–51

H

Hardship Definition, 38
Hazing or Initiation, 29
Hearing Procedure, 13
Home School, 18

I

Immunization, 39
Indoor Track and Field, 73–74
Ineligible Transfer Student, 39

J

Journalism, 79–81

L

Lightning Policy, 18

M

Marching Band, 85–89
Membership Dues, 11
Mixed Gender Teams, 32
- Waiver, 32

Music, 81–84

N

Negative Comments, 29
Nordic Skiing, 51–61

O

Officials, 30–31
- Code of Ethics, 167
- Fee Schedules, 30, 161
- Memberships, 160
- Registration, 160
- Rules Examinations, 163
- Tournament Policy, 164

Open Gyms/Facilities, 34
Out of Season Practice, 33
Outdoor Event Playing Conditions, 17
Outside Competition, 35

P

Participant Eligibility Rules and Regulations, 35–40
Pass Distribution Policy, 43
Physical, 39
Political Displays and/or Solicitation, 17
Practice Rule, 35
Public Criticism of Officials or Coaches, 29

R

Raffles Not Allowed, 28
Recognition of Service, 15
Recommended Regional Brackets, 43
Reimbursement Policy, 18
Rodeo, 28
Rules of Eligibility, 32

S

Sanction of WHSAA Activities, 27
Sanctioning of Additional Activity, 27
Sanctioning of Out of State Events, 28
Season Starting and Ending Dates, 41
Semester Requirements, 39
SkillsUSA, 152–57
Soccer, 61–63
Softball, 63–65
Specialized Sports Camps, 34
Specific Activity Rules and Regulations, 77
Specific Sports Rules and Regulations, 40–44
Speech, 93–115
Spirit Groups, 77–79
Sports Medicine Advisory Committee, 28
State String Clinic, 85
State Thespian Tournament, 115–29
Student Council, 129–32
Sunday Participation, 27
Swimming and Diving, 65–66

T

Tennis, 66–70
Three Hundred Mile Limit, 28
Three Year Junior High School, 40
Ticket Prices, 23–24
Track and Field, 73
Transfer Rule, 37

U

Unconscious Athlete, 16
Undue Influence, 28
Unsportsmanlike Conduct, 24
US Olympic Committee National Trials, 33

V

Virtual School, 18
Volleyball, 74–75

W

WASC. *See* Student Council
WHSAA
- Awards, 19–21
- Culminating Event Philosophy, 7
- Hearing Procedure, 13
- History and Purpose, 6
- Membership, 11
- Staff, 2

Wyoming Association of DECA (WyADECA). *See* DECA
WYOMING SPORTS OFFICIALS ASSOCATION, 158