

# **So, You're A New Committee Member!**



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# ***Welcome to the WIAA!***

*Thank you for participating as a member of a WIAA committee, council, or board. The WIAA relies on its committee structure for representative membership opinion and your role will be meaningful.*

*Take an opportunity to review this publication and the organizational chart that appears later in the manual.*

*All committees are expected to maintain a diverse membership through broad based membership selection procedures.*

*We look forward to the contributions you will be making in the form of suggestions and opinions as deliberations take place. Thank you for taking the time and for having the interest to be part of WIAA governance.*

*Dave Anderson  
Executive Director*

## **Article II – Purpose**

### **Section 1 – The purpose of this Association is threefold:**

- A. To organize, develop, direct, and control an interscholastic athletic program which will promote the ideals of its membership and opportunities for member schools' participation.
- B. To emphasize interscholastic athletics as a partner with other school activities in the total educational process, and formulate and maintain policies which will cultivate high ideals of good citizenship and sportsmanship.
- C. To promote uniformity of standards in interscholastic athletic competition, and prevent exploitation by special interest groups of the school program and the individual's ability.

Note: The WIAA membership-sponsored tournaments are the collective property of the Association and not of any individual member. The Association reserves the right to promote and advance the membership's interests with publication information; exclusive arrangements to create recognition and exposure for school-sponsored activities; restrictive policies prohibiting exploitation and commercialization of membership-sponsored tournaments; appropriate proprietary interests; and the use of images or transmissions identifying students, administrative personnel and member school marks.

# Questions and Answers

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## 1. WHAT COMMITTEE AM I A MEMBER OF?

There are many committees in the WIAA structure. A brief description of each follows, including the Board of Control which makes all final decisions relating to the interscholastic athletic programs of Wisconsin schools.

### A. BOARD OF CONTROL

- 1) This is the governing body of the WIAA. The Board is entrusted by the membership to enforce the provisions of the Constitution, Bylaws, and Rules of Eligibility which the member schools have adopted. There are eleven members on the Board. Ten of them are district administrators or high school principals (or assistants of either) of WIAA school districts. Seven of the ten represent geographical areas of the state and the remaining three are the gender, ethnic minority and non-public schools representatives selected at large. The eleventh member is selected by the Directors of the Wisconsin Association of School Boards. Each Board member serves a three-year term and may be elected to a maximum of two consecutive three-year terms. The Board meets in general session six times per year.
- 2) Representatives of the Department of Public Instruction, the Wisconsin Athletic Directors Association, and the Wisconsin Association of School Boards meet regularly with the Board in liaison capacities.

### B. ADVISORY COUNCIL

- 1) The Advisory Council is a 18-member body which, as its name implies, advises the Board of Control. The Council studies problem areas and recommends courses of action.
- 2) The requirements for membership are the same as for the Board of Control. There are five members representing the three divisions of schools: large, medium, and small. The 16th, 17th and 18th members are gender, ethnic minority and non-public schools representatives selected at-large. Their terms of office are the same as the Board of Control, and they meet three times each year.

### C. MIDDLE LEVEL COUNCIL

- 1) The Middle Level Council is a ten-member body which advises the Board of Control on middle level matters.
- 2) There are seven members representing each of the seven Board of Control districts. The eighth and ninth members are gender and ethnic minority representatives serving at-large. Their terms of office are the same as the Board of Control and they meet once each year. District administrators, middle level building administrators, and middle level athletic directors are eligible to serve.
- 3) Representatives of the Department of Public Instruction, the Wisconsin Association of Middle Level Educators, and the Wisconsin Athletic Trainers Association meet regularly with the council in liaison capacities.

### D. SPORTS ADVISORY COMMITTEE

Fourteen athletic directors, seven men and seven women, make up this committee. They are elected by their peers in the same geographical areas as the Board members. They serve two-year terms. Their chief responsibility is to review and study requests of the coaches and make recommendations which, thereafter, are screened by the Advisory Council, then submitted to the Board of Control. The committee meets three times annually.

## E. COACHES ADVISORY COMMITTEES

There are committees for each of the sports sponsored by the WIAA, and each committee consists of three to eight persons, depending upon the number of schools involved in that sport. One of the members of each committee is the president (or president's representative) of each of the individual coaches associations. Each association provides the WIAA a list of people and from this list the members of the committees are selected and approved by the Board of Control. The committees review their particular sport and recommend changes in rules, season regulations, tournament procedures, etc., which are then channeled through the Sports Advisory Committee. Members usually serve three-year terms and each committee meets once each year. Each coaches advisory committee has the option of a representative making an appearance before a joint meeting of the Advisory Council and Board of Control one time per year.

## F. OFFICIALS ADVISORY COMMITTEE

Eleven game officials make up membership of this committee which is charged with the responsibility of reviewing all matters relating to the officiating program and making recommendations for changes to the Board of Control. They are appointed by the Board of Control. Their term is for three years and they meet annually. Normally every WIAA sport which has game or meet officials is represented.

## G. MEDICAL ADVISORY COMMITTEE

There are nine physicians from throughout the State of Wisconsin serving on this committee. Members are appointed by the State Medical Society. The physicians have strong backgrounds in providing medical services to high school athletes. They meet semiannually and make recommendations to the Board of Control in areas dealing with health and safety. A member of the Wisconsin Athletic Trainers Association serves as a liaison to the committee.

## H. MEDIA ADVISORY COMMITTEE

This committee is comprised of representatives from newspapers, radio and TV stations in Wisconsin that advise the WIAA on media policies and procedures for coverage of WIAA events.

## I. AD HOC COMMITTEES

Ad hoc committees are routinely appointed to study critical issues. A WIAA staff member presides over discussions. Membership balance is achieved through a selection process that considers geographical area, gender, school size, administrative position and school board member representation. It is unlikely that an individual on a standing committee will concurrently serve on an ad hoc committee.

Ad hoc committee recommendations pass through the appropriate coaches advisory committee (if necessary), the Sports Advisory Committee and the High School Advisory Council and then on to the Board of Control.

## 2. WHERE DO COMMITTEE MEETINGS TAKE PLACE?

- A. Most meetings take place in the Executive Office of the WIAA in Stevens Point. The office is located off the Highway 51/I39 intersection in the Portage County Business Park.
- B. Committee members are reimbursed for necessary meals as well as for travel expense at the rate of 45¢ per mile. Committee members are asked to share rides. In only rare cases are lodging accommodations necessary since an effort is made to schedule the meetings – all of which occur in the daytime – late enough in the morning to allow all members to leave home the same day.

3. WHO IS THE WIAA LIAISON FOR THE VARIOUS COMMITTEES?

Board of Control .....	Dave Anderson
Advisory Council .....	Dave Anderson
Middle Level Council .....	Joan Gralla
Sports Advisory Committee .....	Tom Shafranski
Coaches Advisory Committees	
Baseball .....	Wade Labecki
Basketball .....	Kate Peterson-Abiad
Cross Country .....	Kate Peterson-Abiad
Football .....	Wade Labecki
Golf .....	Tom Shafranski
Gymnastics .....	Stephanie Hauser
Hockey .....	Tom Shafranski
Soccer .....	Kate Peterson-Abiad
Softball .....	Stephanie Hauser
Swimming & Diving .....	Tom Shafranski
Tennis .....	Tom Shafranski
Track & Field .....	Kate Peterson-Abiad
Volleyball .....	Stephanie Hauser
Wrestling .....	Wade Labecki
Officials Advisory Committee .....	Joan Gralla
Medical Advisory Committee .....	Wade Labecki
Media Advisory .....	Todd Clark

4. WHAT IS MY RESPONSIBILITY AS A COMMITTEE MEMBER?

You are expected to attend all scheduled meetings and lend your experience and knowledge to the committee process. You are urged to express your feelings and the feelings of others from whom you have solicited or received input. You should vote on issues in the way you believe will ultimately best serve the interests of boys and girls participating in interscholastic athletics.

5. MAY I INTRODUCE AGENDA ITEMS?

Agendas are established in respect to the concerns which have surfaced between meetings. You have an opportunity to provide input to the agenda in this manner. If time permits, your spontaneous items will be given consideration.

6. DO I CONTACT PEOPLE TO ASCERTAIN THEIR FEELINGS?

This is up to you as an individual member of the committee. We do not expect our committee members to take the time and incur the expenses of making contacts with others in their area or throughout the state. But if you want to get involved to this degree, it is your decision. Any expenses incurred in this manner for which you expect reimbursement must be approved in advance.

7. WHAT HAPPENS TO RECOMMENDATIONS OF MY COMMITTEE?

Some recommendations may be enacted immediately without consideration of other committees if the Executive Office feels it is important to do so and can act within the parameters established by the Board of Control. Most recommendations are reviewed by other groups. For example, recommendations of the coaches committees for the var-

ious sports are screened first by the Sports Advisory Committee, then the Advisory Council and finally reach the Board of Control. Some committee recommendations go directly to the Board of Control although the Advisory Council – unless its meeting times prevent it – normally discusses recommendations of all other committees. Sometimes one committee will make a recommendation directly related to responsibilities of another committee. For example, football coaches may support a rules change that has safety ramifications. The Medical Advisory Committee opinion will be sought on such an item before it goes to the Board. Another example: The wrestling coaches may have a suggestion relating to Grade 7-8 programs which would be reviewed by the Middle Level Council.

8. ARE THERE ANY OTHER ORGANIZATIONS WITH INPUT INTO THE WIAA?

Yes, many! Not only does the Wisconsin Association of School Boards have a direct vote on the Board of Control but WASB also is represented by a liaison member at many Board meetings. The Department of Public Instruction also has a liaison member sitting in on all Board meetings. Also represented at Board meetings with a liaison are the Wisconsin Athletic Directors Association (WADA). Through the Medical Advisory Committee, the WIAA has a relationship with the State Medical Society. There is a close relationship between the WIAA and two important school administrator organizations in the state – the Wisconsin Association of School District Administrators (WASDA) and the Association of Wisconsin School Administrators (AWSA). The WIAA also communicates with the Wisconsin School Music Association, and the Wisconsin High School Forensic Association. The Wisconsin Association of Middle Level Educators (WAMLE) and the Department of Public Instruction have liaison representation on the Middle Level Council. The WIAA is a charter member of the National Federation of State High School Associations which consists of organizations like the WIAA in every state in the Union as well as most of the Canadian provinces.

9. HOW ARE THE ARTICLES OF THE CONSTITUTION, BYLAWS AND RULES OF ELIGIBILITY CHANGED?

The Board of Control shall designate a time and place for Annual Meetings for the purpose of conducting the business of this Association. Written notice of the Annual Meeting shall be provided member schools at least 30 days prior to the date of the Annual Meeting. Each member school shall be entitled to one vote at the Annual Meeting and this vote may be cast by the district administrator, principal, or another person designated by the local board of education.

A proposed amendment to the Constitution, Bylaws, or Rules of Eligibility may originate at the Annual Meeting, within the Board of Control or Advisory Council, or by petition in writing by the district administrator or high school principal of at least 10% of the member schools. Within 30 days of the origination or filing of a proposed amendment, the Executive Director shall distribute to member schools of this Association an informational bulletin detailing the wording of the proposal and a brief description of its meaning, intent and the effect of the passage. The member school representatives at the ensuing Annual Meeting of the Association shall vote on the proposed amendment. If the majority of the schools vote in favor of the proposed amendment it shall become effective no later than the next following issue of the WIAA BULLETIN, which is the Association's official publication.