

District IX Committee
Bylaws, Policies, Forms and
Information

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1 Name

- The Name of the district committee shall be the District IX Committee of the Pennsylvania Interscholastic Athletic Association. (Hereafter sometimes referred to as District IX Committee of PIAA.)

2 Vision and Purpose

2.1 *Vision:*

- 2.1.1 It shall be the mission of the PIAA District IX Committee to support the purpose of the PIAA Constitution as stated in Article II, Sections 1, 2, and 3.
- 2.1.2 The mission shall include encouraging and demonstrating collegiality, sportsmanship, and good will between and among member schools' personnel.
- 2.1.3 The Committee's mission shall also include supporting and promoting all eligible athletes in their endeavors.

2.2 *Purpose is:*

- 2.2.1 To organize, develop, and direct an interscholastic athletic program which will promote, protect and preserve the health and physical welfare of all participants in District IX.
- 2.2.2 To formulate and maintain policies that will safeguard the educational values of interscholastic athletics and cultivate the high ideals of good sportsmanship in District IX.
- 2.2.3 To promote uniformity of standards in all interscholastic athletic competition in District IX.
- 2.2.4 To further the implementation of the policies and by-laws of the PIAA and District IX within the District IX membership area.

3 **District Membership**

3.1 School Membership

Public and private schools that are members of the PIAA are assigned to their respective districts by their location in assigned counties approved by the state committee. District IX is composed of the following counties: Cameron, Clarion, Elk, **[Forest, (2005)]** Jefferson, McKean, and Potter. Districts may be transfer into or out of the district by favorable action of the concerned district committees and the PIAA Board of Directors. (Article V) (*PIAA is presently considering moving Forest County to District IX. 10-2004*)

- *See Appendix A for current membership.*

3.2 Cooperative Sports Agreements within District IX

Various member schools may enter into cooperative sports agreements as outlined in the PIAA Constitution and Bylaws.

- *See Appendix B for current agreements in place.*

3.3 Changes of district membership

Schools or districts may request change in District IX membership by following PIAA procedures for change in district membership.

- Private Schools were permitted to join PIAA by legislative act in 1973

3.4 Leagues and Conferences within district

Various leagues and conferences are organized and utilized by member districts to better organize their inter-school competition and cooperation. At the present time, District IX may have oversight responsibilities but exercises very little influence over league or conference business.

- *See Appendix C for listing of current operating leagues and conferences.*

3.5 Home Schoolers, Cyber Charter Schools and Charter Schools

- Students enrolled in Cyber Charter Schools and Charter Schools are to be treated in the same manner as home school students for athletic eligibility considerations. (10-22-2004)
- The home district in which they would normally attend handles most decisions concerning these students.
- Schools in this category would acquire membership in District IX if they met membership requirements of the PIAA.

4 Finance

4.1 *Dues Amount, payment dates and delinquencies*

- Each District IX member school will be responsible for annual dues to the PIAA as called for in the PIAA Constitution and Bylaws.
- District IX will be responsible for any dues, obligations or payments related to district wide commitments to the PIAA or national affiliations.
- Member School Obligations (08-17-2005)
 - D9 financial obligations are due no later than 45 days from the date the notice was sent to the high school principal.
 - If the fee is still not paid, a second notice will be sent to the superintendent of schools.
 - If the fee is still not paid, the school will not be permitted to participate in District 9 events until the financial obligation is paid.

4.2 *Budgeting dates*

- Proposed budget to be submitted district committee by June 1 and will be approved at the June Meeting. (4-6-2005)

4.3 *Audit (Dates)*

- To be complete as soon as possible after July 1st of each year.

4.4 *Fees Annual*

- The District IX committee will be responsible for paying a fee to help support the PIAA officials' convention. (04-02-2003)

4.4.1 **Committee Expenses and payment amounts**

- The following categories of persons will receive compensation for their services and contributions according to an approved fee schedule approved by the district committee each year.
 - *See Appendix E categories of persons and amounts to be paid.*

4.4.1.1 Committee Member Expenses

- Travel costs
- Mileage reimbursement rate set at current IRS rate. (08-11-2004)
- Lodging
- Entry purchases--The district shall provide a District IX monogrammed blazer, sport shirt, t-shirt and hat, all on a one-time basis to incoming members of the district committee in appreciation of their voluntary service to the district wide interscholastic athletics and to provide identification of their position on the district committee at district events.

4.4.2 **Championships**

- Beginning 2004-5, district schools will pay \$50.00 team entry fee and a \$5.00 individual entry fee to participate in District IX championship events. (12-10-2004)
 - District IX will pay \$200.00 to PIAA as an insurance fee for each playoff site used for basketball, wrestling and football (01-23-2002)
 - Each District IX member school will be responsible for entry fees for their individual or team competitors that participate in championship tournaments in other PIAA District Tournaments or competitions. (12-10-2004)
- An entry fee of \$20.00 per individual participant with a maximum of \$50.00 per school will be charged when the School does not sponsor the sport that the individual is participating. 3-9-2005

4.4.3 **Media**

- Anyone wishing to Broadcast the District IX Wrestling Tournament will be assessed a fee of \$100.00. Sale of videotapes shall be priced to return a 10% commission to the district committee. (01-22-2003)

4.4.4 **Merchandizing**

4.4.4.1 Concessions

The merchandizing chairman and sports chairman will have the authority to negotiate the concession arrangements at District IX sponsored events. The merchandizing committee will be empowered to sell items either through presale or at events carrying District IX logos. Any use of District IX name for commercial use must have prior approval of the merchandizing Chairman.

4.4.4.2 Programs

The merchandizing chairman and the respective sports committee will determine if programs will be prepared and sold at District IX sponsored events.

4.4.4.3 Sales Tax

District committee is to pay sales tax on taxable items sold at district events. (01-23-2002)

4.4.5 **Annual Banquet Fees**

- District IX will provide one free meal to each member school at the annual banquet. (03-12-2003)
- The District IX Committee may offer complimentary meal tickets to the annual banquet to prior officers and members of the District IX Committee, invited guests, present District IX Committee members and other special situations approved by the District IX Committee. A list of complimentary meals will be approved by the District IX Committee and maintained in the District IX records.

4.5 Investments-Savings

- The District IX budget committee will include a goal of 20% of annual budget to be set aside as a budgetary reserve in each year's budget proposal.

4.6 District-Wide Banking and Checking

- District IX Committee shall maintain a District-wide banking relationship to provide District IX Championship Contest managers with a mechanism for depositing revenues generated as a result of those Contests. Such revenues shall be deposited within two (2) business days and shall not be deposited in any personal or non school accounts.
- District IX Committee shall issue checks for reimbursement to participating member schools (if applicable) and payments to Contest sites for their non-contracted rental charges and services, District IX-Appointed Contest managers, District IX-Assigned Contest officials, and all other individuals compensated in an amount in excess of \$100 for facilities or services rendered in connection with District IX Championship Contests. Payments to Contest sites for their non-contracted rental charges and services, District-Appointed Contest managers, and all other individuals compensated in an amount in excess of \$100 for facilities or services rendered in connection with District IX Championship Contests shall occur as soon as reasonably possible following the submission of the respective District IX Championship Contest(s) financial reports to the District IX Treasurer.

4.7 Miscellaneous

- The District IX Committee will approve all expenditures of \$100 and over prior to the commitment of funds.
- Tournament and sports chairmen may authorize purchases and expenditures according to guidelines in Appendix E and up to the amounts set by the District IX Committee.

5 District IX Committee Organization

5.1 Membership of the District Committee

Membership will be made up of representatives elected at large, elected by special sub groups, and approved appointments. The numbers of each group may be changed by a majority vote of the district committee. At the present time, there are 17 voting members.

See Appendix D for the current listing of District IX Committee Members.

5.1.1 Members at Large (Eleven) (Annually Elected at large)

The member schools of the district shall elect eleven persons each year from member schools districts, at the annual meeting, to serve one year starting July 1st following. All of the candidates for election shall be employed as a Principal, Athletic Director, and/or faculty member of a PIAA-member school or as a school administrator of a school district that has at least one member school in the PIAA. (PIAA-Article VIII, Sec 1-A)

5.1.2 Junior High/Middle School Representative (Elected at large Bi-annually)

The member schools of the district shall elect on even years from our own district, at our annual meeting, a junior high/middle school representative, to serve a two year term starting July 1st following, whom shall be employed as a Principal, Athletic Director, and/or faculty member of a PIAA-member school or as a school administrator of a school district which has at least one member school in the PIAA. Election will be even number years. (PIAA-Article VIII, Sec 1-A, 1-B-1)

Elected for 2004-2006 during (04-2004)

5.1.3 PIAA Registered Officials Representatives (Elected by officials Bi-annually)

The PIAA-registered officials of the district shall elect the officials' male and female representatives for a term of two years. When there is only one nominee for the officials' representative position in the District, the election will not be conducted, and the nominee will be elected to the position. The District IX officials' representatives will be elected in the odd-number years. (PIAA-Article VIII, Sec 1-A, 1-B-3)

5.1.3.1 Male

- Present Male officials' Representative elected (01-22-2003)
- Representatives elected 2004 will have a term from 2004-5 through 2005-6 (10-22-2003)

5.1.3.2 Female

- Position on district committee created (01-22-2003)
- Granted full voting rights (10-22-2003)
- Present Female Officials Representative elected (07-01-2004)

- 5.1.4 School Boards (Bi-annually Appointed by PSBA)
A School Board member, whose high school is a member of District IX shall be appointed for a term of two years by the Board of Directors of the Pennsylvania School Boards Association (PSBA) to serve on the District IX Committee. (Odd Years) (PIAA-Article VIII, Sec 1-A, 1-B-2) This is a voting position.
- 5.1.5 Parents Advisory (Biannually appointed by District IX Chairman)
 - 5.1.5.1 Male Parent
The committee shall have at least one male parent representative of parents. The District IX chairman shall appoint such a person on odd years to serve a two year term as approved by the District IX Committee. This is a voting position.
 - 5.1.5.2 Female Parent
The committee shall have at least one female parent representative of parents. The District IX chairman shall appoint such a person on even years to serve a two year term as approved by the District IX Committee. This is a voting position.
- 5.1.6 Athletic Directors Representative (Annually appointed by District IX Chairman)
The District IX Committee shall have at least one representative to athletic directors in the district. The district chairman will annually appoint a committee member as the representative to the athletic directors of the District IX area and to serve as the District IX representative to the state steering committee for athletic directors. (PIAA-Article VIII, Sec 1-A)
- 5.1.7 Female Athletic Programs (Annually appointed by District IX Chairman) (8-11-1999)
The committee shall have at least one representative of female athletic programs in the district. The district chairman will annually appoint a committee member as the female athletic program representative to serve as our representative to the state steering committee for female athletics. (PIAA-Article VIII, Sec 1-A)
- 5.1.8 Private Schools (Annually appointed by District IX Chairman)
The committee shall have at least one representative of private school programs in the district. The district chairman will annually appoint a committee member as the private schools representative to district private schools and to serve as our representative to any similar state-wide steering committee for private schools.
- 5.1.9 Superintendent's Representative (Annually appointed by District IX Chairman)
The committee shall have at least one representative dedicated to communication with superintendents of District IX. The district chairman will annually appoint a committee member as the superintendent's representative.

5.2 Elections and Appointments

All elections and appointments for the district committee shall be made prior to July 1st. (PIAA-Article VIII, 1-Sec C) Procedures should be adopted to insure a secret vote. (3-16-2000)

- 5.2.1 Annual Elections

5.2.1.1 Election Committee

The election committee will be appointed by chairman prior to January 31 each year to conduct the election process. Election committee will consist of a chairman and at least two persons not running for election. The Election Committee will serve as the clerks and registrars of the elections and pre-election activities.

The election committee will determine if current committee members wish to stand for re-election prior to March 1st of each year.

Nomination petitions for District IX committee positions will be accepted from the general membership. These nomination petitions will be for any position to be included on the annual election ballot. Nomination petitions must have the endorsement of at least 3 principals of other member schools and must be returned to District IX secretary by March 1. No nominations will be taken from the floor at the annual meeting.

A printed ballot shall be prepared by election committee prior to the annual meeting with the name of the persons running for election and the school district they represent. The ballot should indicate incumbent status of any respective nominees. On the even years there shall be a separate ballot for the junior high/middle school representative election, which will be cast before the at-large balloting.

Sample ballots will be distributed with the agenda for the annual meeting.
(Adopted June 16, 2004)

5.2.1.2 Annual Election

At the annual meeting in April of each year, each principal will sign in at the meeting or their designee will present written credentials of alternate delegate status signed by their respective principal. (The Alternate delegate representing the principal must be an employee of the voting district or school.) Only those credentialed delegates will be issued ballots to vote in the elections. Each member school will receive a ballot for their respective principal or their certified delegate to cast for their choices.

Election will be by secret ballot. Rules for conducting the election will be explain to the assembly and the candidates will be introduced to the voting delegates. Directions for voting will also appear on the ballot. An additional ballot will settle ties during the same meeting. Results will be announced when the tally is finished. Preferably, a state representative will observe the election process and vote counting to insure fairness and appropriateness of the process. If more votes are cast than are eligible to vote, the vote will be declared void and a re-vote will be taken. (Adopted June 16, 2004)

5.2.2 Reorganization

The newly elected members of the District IX Committee and the hold over voting members from the previous year shall meet for organizational purposes only, prior to July 1st. They will elect new officers and set the meeting dates. (PIAA-Article VIII, Sec 1-E)

5.2.3 Failure to Elect Committee

If the district committee fails to elect a district committee prior to July 1st, the President of the PIAA shall appoint a chairman for the District who shall serve during the ensuing year. The President shall conduct an election for the remaining members of the district committee within one month following their appointment. (PIAA-Article VIII, Sec 1-F) The appointed president will convene a special annual meeting and election within a month of election for vacant positions.

5.3 **Appointments**

The District ix Chairman will propose chairman and committee appointments at the district's August meeting for ratification by the committee. Appointments to fill sub-committee vacancies occurring during the year will occur at the next regular meeting following the vacancy.

5.4 **Vacancies in District Committee**

When a vacancy occurs in the membership of the District IX Committee, the unexpired term shall be filled by the remaining members of the Committee, except that in the case of the School Boards representative, the Board of Directors of the Pennsylvania School Boards Association (PSBA) shall appoint an interim representative to fill the unexpired term, and in the case of the officials' representative, the Executive Director shall conduct a special election among the affected PIAA-registered officials of the District to fill the unexpired term. (PIAA-Article VIII, Sec 1-D)

5.5 **Removal**

If a board member misses three consecutive meetings, the seat may be declared vacant by a majority of the remainder of the committee.

5.6 **Meetings**

5.6.1 Meeting Dates

Regular meeting dates will be set at the June meeting each year. The annual meeting will be held in April. Meetings are regularly held at Aiello's Restaurant in Ridgeway, Pennsylvania except as published with the proposed agenda on the committee's website at www.D9.org. District IX meetings are open to the public except for executive sessions.

5.6.2 Quorum

A quorum for regular meetings shall be a majority of the committee membership.

5.6.3 Special Meetings

The District IX Chairman may call a special meeting; or, three members submitting a written request to the secretary can call a special meeting. Previous notice of the meeting shall be sent to the members at least three days prior to the meeting. The notice can be given by e-mail, postal mail, telephone, or fax.

5.6.4 Cancellation of a regularly scheduled meeting

The District IX Chairman or secretary will notify each member by e-mail, postage mail, telephone or fax 24 hours before scheduled meeting time except for emergencies or extreme weather situations.

5.6.5 Executive Sessions for confidential matters

The District IX chairman may call an executive session for matters concerning confidential issues at his discretion. The reason for the executive session will be indicated in the official minutes. Any voting and decision making will be done in a public meeting. Executive sessions will typically be held to protect the privacy of students or persons involved in particular situation.

5.6.6 Parliamentary Authority

The rules contained in Robert's Rules of Order: Simplified and Applied shall govern meetings where they are not in conflict with the Bylaws, rules of order, or other rules of the PIAA or district committee.

5.6.7 Agendas

The District IX Committee Chairman is responsible for preparing the agenda.

High school principals may submit items to District IX Secretary to be placed on district committee next agenda. These items need to be received by the last day of the previous month. The secretary will forward all items to the Chairman during the first week of the month.

Proposed agendas will be distributed by email to committee members, principals and posted on web site, one week prior to regular meetings and annual principal's meeting and 24 hours before emergency meetings. Chairman/Secretary is responsible for the appropriate postings.

o Routine Agenda Order of Business :

A. Opening Agenda Items

A1 Roll Call

A2 Introduction and recognition of Visitors

A3 Opportunity for Visitors to Speak

A4 Approval of Minutes from last meeting

B. Finance

B1 Approval of Financials and Treasurer's report

B2 Approval of Payment of Bills

- B3 General Items
- C. Communication
- D. Chairman Update
- E. Administrative
- F. Administrative Committees
 - F1 Audit
 - F2 Athletic Directors
 - F3 Budget / Financial
 - F4 Policy / Parliamentarian
 - F5 Awards
 - F6 Cheerleading
 - F7 Girls Athletics
 - F8 Junior High / Middle School
 - F9 Officials
 - F10 Merchandising
 - F11 Parents Advisory
 - F12 Private Schools
 - F13 School Boards
 - F14 Sportsmanship
- G. Sports Specific Committees
 - G1 Cross Country
 - G2 Golf
 - G3 Football
 - G4 Soccer
 - G5 Tennis
 - G6 Volleyball
 - G7 Basketball
 - G8 Diving and Swimming
 - G9 Wrestling
 - G10 Baseball
 - G11 Softball
 - G12 Track and Field
- H. Next Meeting / Sub Committee Meetings and Adjournment

5.6.8 Minutes

Meeting minutes will be taken at each regular and special meeting and distributed by email to committee members, principals, superintendents, media and posted on web site, one week following regular, annual and special meetings by the district secretary.

5.6.9 Annual Calendar of Actions

A calendar of District IX championship events will be established at the August committee meeting. (6-16-1999)

See Appendix F for reoccurring calendar events

5.7 Records

5.7.1 Disclosure of Records

5.7.1.1 Disclosure of records to members of the district committee:

Committee members of District IX in a fiduciary relation to the committee are required to perform their duties as committee members in good faith, in a manner they reasonably believe to be in the best interest of the district, and with such care, including reasonable inquiry, skill, and diligence, as persons of ordinary prudence would use under certain circumstances. District IX committee members are entitled to see and use documents of District IX that are necessary for them to carry out their duties as committee members.

5.7.1.2 Disclosure of records to district and members:

The decision as to what documents, or categories of documents, should be made available to District Members and shall be determined by the District Committee, through specific decisions, the adoption of policies, or delegation of authority to officers and administrative staff. The District IX Committees and members shall be given access to those documents necessary for them to carry out their duties under the District's Constitution and By-Laws.

5.7.1.3 Disclosure of records to non-district entities and persons:

In accordance with the following procedures, certain District IX documents may, upon request, be made available to persons not covered by the above stated policies. Staff shall not be required to produce records in any format other than that of the existing document (i.e., shall not be required to convert to electronic format if not already stored in that format) and shall not be required to create, compile, or organize documents which do not already exist or are not so compiled or organized.

5.7.1.4 Costs:

District IX may charge a reasonable fee for the cost of copying such records and for the time expended for provision of such service.

5.7.1.5 Oral/Written Requests:

District IX personnel may fulfill oral requests for documents but are not required to do so. A written request shall be directed to the District IX Chairman. A written request should identify or describe the records sought with sufficient specificity to enable District IX to ascertain which records are being requested and shall include the name and address to which District IX should address its response. The District IX Chairman, or the District IX Chairman's designee, shall respond to a written request (including requests submitted by electronic mail) for records within a reasonable period of time.

5.7.1.6 Records Available On Web Site:

If the requested records are available on the District IX Web site, District IX personnel may properly direct the requester to the site. If the requester nevertheless requests production of the documents, District IX shall do so upon receipt of payment for the cost of provision of such documents.

5.7.1.7 Retention:

Nothing in this policy is intended to modify, rescind, or supersede any record retention and disposition schedule established pursuant to District IX policy.

5.7.1.8 Confidential Information:

Nothing in this policy is intended to supersede District IX's Policy Regarding Confidentiality of Student-Athlete and Member School Information.

5.7.1.9 Documents Available for Inspection/Copying:

The following records shall be accessible for inspection and duplication by a requester in accordance with this Policy.

- 5.7.1.9.1 Records of athletic performances and athletic records of student athletes and member schools.
- 5.7.1.9.2 District IX Constitution, By-Laws, Policies and Procedures, and Rules and Regulations.
- 5.7.1.9.3 Agendas for and minutes of District IX Committee and its Sub-Committees meetings.
- 5.7.1.9.4 Forms of personnel agreements.
- 5.7.1.9.5 Bids submitted by, and contracts entered into with, vendors.
- 5.7.1.9.6 Bids submitted by, and contracts entered into with, entities seeking to host District IX District Championship Contests. Entities submitting proposals should be aware that requests to keep all or some of the contents thereof confidential cannot be accepted by District IX Committee.
- 5.7.1.9.7 School membership applications.
- 5.7.1.9.8 Contracts for cooperative sponsorship of sports.
- 5.7.1.9.9 Annual financial statements and budgets.

5.7.1.10 Documents Not Subject To Inspection Or Copying:

- 5.7.1.10.1 Personal information of student athletes
- 5.7.1.10.2 Athletic eligibility and school sanction decisions, except as permitted in District IX's policy relating to confidentiality.
- 5.7.1.10.3 Agendas for and minutes of executive sessions of the District IX Committee.
- 5.7.1.10.4 Employee personnel files and records.
- 5.7.1.10.5 Memoranda and reports of District IX's counsel relating to litigation.
- 5.7.1.10.6 Documents submitted to District IX or PIAA by schools and students relating to eligibility matters (unless disclosure is authorized by the submitting school or students).

5.7.2 Retention of Records

5.7.2.1 Records Retention

The District IX staff should keep District IX documents for a reasonable period of time which, unless substantial reasons exist to extend such period, shall be presumed to be three years. If the records have a possibility of being related to pending or threatened litigation, they should be retained as long as litigation is pending or possible. In determining whether records can be destroyed prior to the expiration of the statute of limitations, consideration should be given to the chances of limitation, which party will have the burden of proof, and the exact time period when the statute of limitation applies.

5.7.2.2 Employee Related Records

- 5.7.2.2.1 District IX shall keep copies of the following records for a period of three years:
 - records of hours worked and wages paid to each employee;
 - records of the wages, job classification, and other terms and conditions of employment for each employee;
 - records of each minor with a transferable work permit who is employed;

- authorizations from employees for District IX to deduct money from wages;
- information relating to wages, places of work, names, social security numbers, goods manufactured, and certificate numbers of home workers;
- records showing the personal information, number of hours worked each day in each craft, and the hourly rate paid to each worker employed in connection with a public-works project
- records of the total remuneration paid, travel and business expenses, place of employment, and separation information of employees;
- records of every work-related injury reported by an employee or which he or she has knowledge; and
- employment and personnel records made or kept by the employer, including application forms, records concerning hiring, promotion, demotion, transfer, layoff or termination, rates or other terms of compensation, and selection for training (to be kept from the date the record was made or personnel action was taken, whichever is later);
- basic records containing employee, payroll, individual contracts or collective bargaining agreements, certificates and notices of the Wage-Hour Administrator, and sales and purchase records.
- supplementary basic records, including billing records, basic earnings records, and documentation of basis for any wage differential to employees of opposite sex should be retained for 2 years.
- all records relating to compliance with the Family Medical Leave Act's general requirement for leave and any notices or documents relating to such. All documents relating to medical certifications or medical histories of employees or their families are to be treated as confidential and to be kept as separate files.

- 5.7.2.2.2 Personnel records in relation to a charge brought against District IX shall be kept at least until the disposition of the charge or action.
- 5.7.2.2.3 Records relating to apprenticeship programs, including records made for EEO-2 or similar reports shall be kept for 2 years from the date the application was received or for the period of successful applicant's apprenticeship, whichever is longer.
- 5.7.2.2.4 Employee benefit plans and written seniority or merit rating systems shall be maintained during the term of the plan plus 1 year after termination.
- 5.7.2.2.5 Certificates of age should be maintained until the termination of employment.
- 5.7.2.2.6 Payroll records must be maintained for 4 years after the unemployment compensation insurance contributions relating to that payroll period have been paid. Attendance records should be maintained for 2 years after that period.

5.7.2.3 Other Records

The District IX Staff shall conduct a review of other categories of District IX records to determine whether such documents have some fiscal, legal, or administrative value. They shall then establish a program, to be maintained by the Secretary, for the systematic destruction or disposal of such records. If a record becomes involved with litigation, District IX shall retain the record through the course of litigation. In terms of litigation, records directly relating thereto shall be retained for 10 years.

There shall be routine purges, to be conducted every six months, of District IX's back up tapes to eliminate the e-mails that are wasting space on computer hard drives. To permit employees to retrieve information from the system prior to the purge, employees shall be advised of the upcoming purge with a two-month, a month, and then a week's notice of the purge. Employees may print

out any item of correspondence that has some value, or transfer it to another drive on the computer. The paper or electronic document should then be retained so long as it has utility, or so long as required by District IX policy.

5.8 ***Miscellaneous***

The district is allowed one representative to the State Board of Directors for each 50 high schools in the district.

6 Officers and Staff

6.1 District IX Committee Officers

The officers of each District Committee shall be a Chairman, a Vice Chairman, a Secretary, and a Treasurer, or a Secretary-Treasurer combined. (PIAA-Article VIII, Sec 2)

6.1.1 District Chairman

The District IX Chairman, a member of the District IX Committee, is to be elected by new District IX Committee Members after the annual meeting in April. Their term of office shall be from July 1 until June 30 of each year.

6.1.2 District Vice-Chairman

The Vice-Chairman, a member of the District IX Committee, is to be elected by new District IX Committee Members after the annual meeting in April. Their term of office shall be from July 1 until June 30 of each year.

6.2 District IX Committee Staff

6.2.1 District IX Secretary/Treasurer

- The District IX Committee shall have a Secretary, and a Treasurer, or a Secretary-Treasurer combined. (PIAA-Article VIII, Sec 2)
- The Secretary-Treasurer is a non-voting member of the committee unless they are also elected to a voting position. Original (08-15-2001)
- The Secretary/Treasurer will be elected annually by the members of the district committee at the June meeting. . Their term of office shall be from July 1 until June 30 of each year.

6.2.2 Parliamentarian

- The Chairman may appoint, ratified by District IX Committee, a parliamentarian to serve at the pleasure of the committee to facilitate the orderly transactions of district meetings.

6.2.3 Webmaster/Information/Technology Staff

- The district committee may hire the necessary staff to operate a District IX website and set the appropriate rate.

6.3 Sub-committee Chairman and membership

- The District IX Chairman will appoint all sub-committee chairmanship with the approval of the District IX Committee. Selections should be approved at June meeting. (04-02-2003)
- Roles of Sub-committee Chairmen and their relationship to the entire District IX Committee further defined at a later date.

6.4 Removal

District IX Committee staff, Chairman or member of a committee may be remove from office or a committee by the majority vote of the District IX Committee.

7 District IX Sub-Committees

Each sub-committee will consist of a chairman and at least two members of the District IX Committee.

7.1 Sports Sub-Committees

In order for a rule modification to take place in a sport, the entire district must adopt the rule modification. (04-02-2003)

Sites for District IX sponsored contest will be recommended by the respective sports chairman in consultation with their committee and approved by the district committee when time permits.

The date and times for the District IX sponsored contests will be determined by the sports chairman in consultation with their committee and will be approved by the district committee when time permits.

Letters received by the district chairman for violations for non-attendance at rules interpretation meeting will be sent to the chairman of the sport in which the violation occurs. (03-12-2003)

Selection of officials for district and inter-district events should include the officials' representative, the sports' chairman, chapter rules interpreters, and the district chairman. (04-02-2003)

There should be a cooperative effort between sports chairman, the officials' representative, the rules interpreter, and the district chairman to select officials worthy to officiate at the state level. (04-02-2003)

The responsibility to notify the PIAA who will officiate at inter-district events is the sports chairman. (04-02-2003)

See Appendix G for sports sub-committee membership

7.1.1 Fall Sports

7.1.1.1 Cross Country (Men and Women)

7.1.1.2 Golf (Men and Women)

7.1.1.3 Football

7.1.1.4 Soccer

7.1.1.5 Tennis (Fall and Spring)

7.1.1.6 Volleyball (Fall and Spring) (Women)

7.1.2 Winter Sports

7.1.2.1 Basketball (Men and Women)

7.1.2.2 Diving (Men and Women)

7.1.2.3 Swimming (Men and Women)

7.1.2.4 Wrestling

7.1.3 Spring Sports

7.1.3.1 Baseball

7.1.3.2 Softball (Women)

7.1.3.3 Track and Field (Men and Women)

7.2 Steering Sub-Committees

See Appendix I for steering sub-committee membership

7.2.1 Audit

Reserved

7.2.2 Athletic Directors

Reserved

7.2.3 Budget/Financial

- A proposed district budget is to be presented at the April Meeting. (11-12-2003)

7.2.4 By-Laws/Policy

Reserved

7.2.5 Awards

- Awards for additional place winners in track and field will be white. (04-02-2003)
- Consideration will be given to include an order form for additional awards at championship events. (09-24-2003)
- Schools may purchase additional plaques at cost. (11-12-2003)
- Jim Manners Award

The committee established the award for the female and male track and field athlete who contributes the most points to his or hers team points total at the

district meet. Awards will be presented at “AA” and “AAA” district track and field meets. (5-10-2000)

7.2.6 Cheerleading

Reserved

7.2.7 Girls Athletics

Reserved

7.2.8 Junior High/Middle Schools

Reserved

7.2.9 Officials

Officials Rule Interpreters Listing--*See Appendix H*

7.2.10 Merchandise/Marketing

- Authorized to sell T-shirts at swimming, track and basketball district games. (11-17-1999)

7.2.11 Parents' Advisory

Reserved

7.2.12 Private Schools

Reserved

7.2.13 School Boards

Reserved

7.2.14 Sportsmanship

- Sportsmanship Sub-committee established and given charge to recommend criteria for the sportsmanship award. (03-12-2003)
- Disqualifications from one school year will not be carried over to the next school year. (08-13-2003)

8 Powers and Duties of the Committee, Officers and Staff

8.1 Powers and Duties of a District IX Committee (Extracted from PIAA Bylaws)

The District IX Committee shall have the following powers and duties subject to exercise by the Board of Directors of its powers as provided in Article VIII:

- 8.1.1 To have general control within the District over all interscholastic athletic relations and Contests in which a member school participates, subject to the provisions of the rules and regulations of the PIAA Board of Directors. (PIAA Article VIII Sec 3-A)
- 8.1.2 To elect its own officers and establish its own rules of procedure. (PIAA Article VIII Sec 3-B)
- 8.1.3 To administer the finances of the District Committee. (PIAA Article VIII Sec 3-C)
- 8.1.4 To render, within the District, an opinion on the provisions of the Constitution, By-Laws, Policies and Procedures, and Rules and Regulations of this Association. (PIAA Article VIII Sec 3-D)
- 8.1.5 To investigate, hear, and decide matters in dispute between member schools located within the District. The District will not consider matters submitted more than one year after the dispute arose. No officer or member of the District Committee shall be eligible to vote in case of a dispute involving such officer's or member's school or school district. (PIAA Article VIII Sec 3-E) (revised 2004)
- 8.1.6 To receive, request, or require data on alleged violations of the Constitution, By-Laws, Policies and Procedures, and Rules and Regulations by or from schools located within the District. In assuming this responsibility, the District Committee shall not be required to assume the position of investigator. Charges of violation of the Constitution, By-Laws, Policies and Procedures, and Rules and Regulations of this Association by a member school shall be made to the Chairman of the District Committee in writing, and, if requested by the District Committee, such evidence shall be presented in the form of affidavits. ((PIAA Article VIII Sec 3-F)
- 8.1.7 To make determinations as to the eligibility of contestants, and to address alleged violations of the Constitution, By-Laws, Policies and Procedures, and Rules and Regulations of this Association. (PIAA Article VIII Sec 3-G)
- 8.1.8 To fix and enforce penalties, within the District, for violation of the Constitution, and By-Laws, Policies and Procedures, and Rules and Regulations of this Association, within the limits prescribed by the By-Laws. (PIAA Article VIII Sec 3-H)
- 8.1.9 In acting pursuant to the provisions of subsections 8.1.4 through 8.1.8 of this Section, the District Committee shall act at a scheduled meeting, unless the Chairman of the District Committee shall determine that immediate disposition of the matter would be in the best interests of the District or the Association. In such event, the Chairman of the District Committee shall promptly convene a Hearing Panel to hear and determine such matter as expeditiously as possible. The membership of such Hearing Panel shall consist of five

members of the District Committee designated by the Chairman for each such matter requiring expeditious disposition. No officer or member of the District Committee shall be eligible to serve upon such Hearing Panel in any matter involving such officer's or member's school or school district. (PIAA Article VIII Sec 3-I)

- 8.1.10 To have general control of District Championship Contests. (PIAA Article VIII Sec 3-J)
- 8.1.11 To act with the Board of Directors in the transfer of Schools from one District to another. (PIAA Article VIII Sec 3-K)
- 8.1.12 A District Committee shall have such other powers within the District as are in keeping with the growth and needs of the Association and which are consistent with the provisions of the Constitution, By-Laws, Policies and Procedures, and Rules and Regulations of the PIAA. (PIAA Article VIII Sec 3-L)
- 8.1.13 A majority of its members shall constitute a quorum for the transaction of business of the District Committee except in cases where a three-fourths or unanimous vote of the entire Committee is required. (PIAA Article VIII Sec 3-M)

8.2 Job Descriptions

8.2.1 Officers

8.2.1.1 District IX Chairman

- The Chairman or their designee will represent the district at the PIAA Board of Control Meetings.
- The Chairman is a member of all sub committees. (08-13-2003)
- The District IX Chairman will be responsible for development of the agenda for regular and special District IX committee meetings and distributing and posting the agenda one week prior to regular meetings and 24 hours in advance of special meetings if possible.
- The Chairman will act as moderator of all district meetings, unless an item specifically pertains to their home district. If a potential conflict is apparent, the Chairman may relinquish the chair to the Assistant Chairman for those item(s).
- [The Chairman is authorized to secure legal council for various district hearings at the chairman's discretion. (2-9-2005)]

8.2.1.2 District Vice Chairman

- *Reserved*

8.2.2 Staff

8.2.2.1 Secretary-Treasurer

- *Reserved*

8.2.2.2 Parliamentarian

- *Reserved*

8.2.2.3 Webmaster

- *Reserved*

8.2.3 Sub-committees

8.2.3.1 Chairman

- Any voting or non voting member of the District IX committee may serve as a chairman of a sub-committee. (08-13-2003)
- Sports sub-committee chairmen are to work with District IX Officials Representative to recommend officials to officiate inter-district events. (09-24-2003)

8.2.3.2 Members

- *Reserved*

8.2.4 Tournament Management

- Conditions for Entry

Participation in PIAA District IX tournaments is voluntary. District IX member schools are not required to enter tournaments sponsored by District IX. Entry of a team into a tournament signifies that the member school accepts the conditions and provisions that are described here.

A member school accepts the fact that the District IX Committee reserves the right to make changes in the management, operations and schedule of the District IX tournaments if, in the Committee's judgment, it becomes necessary.

- No Protest Rule

Under PIAA rules there can be no protest of contests as follows:

The Board of Directors and District Committees will not consider any protest in athletic contest, which are based on play situations or officials' decisions involving interpretation or judgment of plays.

In no case will the results of a contest be reversed nor will a contest be ordered or permitted to be replayed.

Questions regarding interpretation of rules or judgment of officials should be submitted, in writing, to the PIAA Executive Director.

8.2.4.1 Tournament Director

See Appendix J

8.2.4.2 Game Manager

See Appendix K

8.2.4.3 Site Management

See Appendix L

8.2.4.4 Schools

Schools are to have an official school representative at district level events. (09-25-2002)

If a tournament is not sponsored by or affiliated with a member school or the District IX, the sponsoring group needs to submit an application to the District IX Committee for approval.

8.2.5 Officials' Representative Responsibilities

See Appendix M

8.2.6 Officials' Rules Interpreters

See Appendix N

8.2.6 Officials

- Officials who reside inside of geographic boundaries of Clearfield County and are members of an official's chapter located in District IX are to be considered a District IX official by the PIAA (10-23-2002)

9 Local Management and Control

9.1 School Level

9.1.1 Principals, Responsibilities, Powers and Duties

9.1.1.1 The Principal of each school, in all matters pertaining to the interscholastic athletic relations of the Principal's school, is responsible to this Association. The Principal may delegate some of these powers but such delegation shall not relieve the Principal of responsibility for any infraction, by the Principal's school, of the Constitution, By-Laws, Policies and Procedures, and Rules and Regulations of this Association. (Article IX Sec 1)

9.1.1.2 The Principal shall have the following powers and duties:

- To have control over all interscholastic athletic relations in which the Principal's school participates. (Article IX Sec 2-A)
- To sanction all Contests in which the Principal's school participates, and to notify the Executive Director of PIAA, with in ten days, if the Principal's school has entered a Contest which the Principal has not sanctioned. (Article IX Sec 2-B)
- To exclude any contestant who, because of violations of policies of the local School Board or Board having jurisdiction over the school, would not represent the Principal's school in a becoming manner, and also to exclude any contestant who has suffered serious illness or injury until that contestant is pronounced physically fit by the school's licensed physician of medicine or osteopathic medicine, or if none is employed, by another licensed physician of medicine or osteopathic medicine. (Article IX Sec 2-C)
- To be responsible for the treatment of all visitors and officials attending Contests conducted by the Principal's school. Penalties may be imposed upon a member school, whose Principal fails to provide reasonable protection for officials and visitors at home Contests. If a Contest is played at a neutral place, the Principals of the participating schools shall be held jointly responsible for this protection. In such a case, penalties may be imposed upon either or both of the schools. (Article IX Sec 2-D)
- To see that all contracts for Contests in which the
- Principal's school participates are in writing and bear the Principal's signature or, at the Principal's option, that of the Athletic Director. (Article IX Sec 2-E)
- All written contracts with officials shall be signed by the Principal or by one Principal representing a conference or league or, at the option of the applicable Principal, the Athletic Director or one Athletic Director representing a conference or league. (Article IX Sec 2-F)
- To authorize a full-time teacher of the Principal's school district to be the Faculty Manager of the team representing the school, unless the Principal acts as the Faculty Manager. (Article IX Sec 2-G)
- The Principal or the Principal's authorized representative shall accompany the Principal's team to all Contests. (Article IX Sec 2-H)
- To be responsible for certifying in writing the eligibility of all contestants in accordance with the By-Laws of this Association. (Article IX Sec 2-I)
- The Principal shall have such other powers concerning interscholastic athletics within the Principal's school as are in keeping with the growth and needs of the

school and which are consistent with the provisions of the Constitution, By-Laws, Policies and Procedures, and Rules and Regulations of the PIAA. (Article IX Sec 2-J)

9.1.2 Athletic Directors/Representatives

9.1.3 Head Coaches

9.1.3.1 The head coach must represent his/her school at the mandatory rule interpretation meetings. Failure to do so will result in a fine for the school district. (01-24-2001)

9.1.4 Certified Athletic Trainers

See Appendix O

9.2 Conferences/ Leagues (Guidelines)

Reserved Will finish this section later

10 Problem Solving Provisions

10.1 Definitions

- Definitions of terms set forth in the Glossary attached to these by-laws are applicable to the terms so defined which appear in these by-laws. The district committee has the power to amend the glossary as it deems appropriate.

10.2 Problem Solving Procedures

10.2.1 Incident Reporting

10.2.1.1 A District IX Incident Report should be filed under the following circumstances:

- The suspension of a contest before its completion.
- Any physical or verbal assault on an official.
- Any physical altercation involving contestants, coaches, officials and/or spectators or if police are summoned to facility to help to control a situation involving the before mentioned.
- Any serious violation of PIAA rules and regulations.

10.2.1.2 Officials should report any incidents to the District IX Officials' Representative within twelve (12) hours of the conclusion of the contest during which the incident occurred. If the officials' representative is not available, officials should report the incident to the District IX chairman or to the District IX secretary/ treasurer.

10.2.1.3 Officials will send a copy of their incident report to the principals of the involved schools. The involved schools must respond to the report in writing within two (2) days of its reception to the District IX chairman. A District IX reporting form (District IX-4) should be used.

See Appendix R.

10.2.1.4 The District IX Executive Committee will review the submitted reports and determine what course of action should be taken. The District IX chairman will notify the schools of what course of action.

10.2.1.5 Schools involved in a reported incident are entitled to a hearing before the District IX Committee. Hearings shall be held at the District IX Committee next regularly scheduled meeting unless the executive committee considers it necessary to schedule the hearing at a special meeting on an earlier date.

10.2.1.6 Any rulings or sanctions imposed by the District IX Committee may be appealed to the PIAA Board of Directors by contacting the PIAA Executive Director at the PIAA Office in Mechanicsburg, PA.

See Form # in Appendices

10.2.2 Formal Complaints

10.2.2.1 Patron or athletic complaints should be directed to the school(s) involved with the problem. If the problem is not resolved at this level, a written signed complaint may be filed with the District IX chairman. The complaint will be investigated using the District IX problem solving procedure below.

- 10.2.2.2 Problem Solving Procedure
- Investigate
 - Determine what happened
 - Ask for statements from officials, persons of authority, coaches and security personnel who were witnesses to the event or incident.
 - Find other witnesses to the event and ask them to document what they saw.
- 10.2.2.2.1 Involve school officials (administrators) from both schools in the investigation.
- 10.2.2.2.2 Let all parties concerned know that you are interested in resolving the situation.
- 10.2.2.2.3 When appropriate, utilize school rules and community laws to prosecute the offenders.
- 10.2.2.2.4 Re-examine school policies and procedures to determine if the problem could have been avoided.
- 10.2.2.2.5 Submit the completed report on the incident to the District IX Chairman.
- 10.2.2.2.6 Should the incident require a hearing before the Committee, the principal will be made aware of the following:
- Site, time, and date of hearing
 - Who should attend
 - Who will be attending
 - The basic procedure and format of the hearing
 - What documentation should be supported
 - What the consequences might be

10.2.3 Anonymous Complaints

Anonymous complaints will not be considered by the District IX committee.

10.2.4 Procedural Standards for Formal Hearings before the District IX Committee

10.2.4.1 Introduction

These procedural standards apply to matters heard by District IX Committee and A District IX Committee Hearing Panels

10.2.4.2 Constitutional Basis for District Committee Hearings

The PIAA Constitution, Article VIII, Section 3, authorizes a District Committee to make decisions in each of the following areas:

- The eligibility of a student at a member school.
- Alleged violations of the PIAA Constitution and By-Laws.
- Matters in dispute between member schools located within the District.

10.2.4.3 Matters under District IX Committee Jurisdiction

- The eligibility of a student at a member school.
- Whether a member school, or a person employed by or connected with a member school (including a student), has committed a violation of the PIAA Constitution, By-Laws, or other rules, and, if so, what, if any, penalty should be imposed.
- Whether a member school is to be given approval to transfer to the jurisdiction of an adjacent District.

10.2.4.4 Manner in which matters may arise before District IX Committee

Such matters may be brought before the District IX Committee in any of the following four ways:

- On a request by a member school for the District Committee to decide the matter. This is by far the most common method and will occur most often in situations where a member school requests a District Committee to make a decision as to the eligibility of one of its athletes.
- On a complaint made by another member school. Under Article VIII of the PIAA Constitution, such complaints must be in writing and submitted to the District Chairman.
- On the District Committee's own motion, as a result of information received from any source.
- A rare fourth possibility is for either the Board of Directors or a Board of Appeal to refer a matter to a District Committee. This would be most likely to occur in a situation where information at an appeal hearing (unrelated to the issue on appeal) led the Board to consider that there was a possible issue as to eligibility or discipline. As a practical matter these referrals do not occur because the District Chairman is present at the appeal hearing and can take the issue to the District Committee himself.

(Students and other individuals desiring that the District Committee hear a matter shall contact their school principal.)

10.2.4.5 Manner of District IX Committee consideration of matter

10.2.4.5.1 Without a Hearing

- Where a member school requests the District Committee to make a decision on the paperwork.
- Where a member school submits a request for a decision as to the athletic eligibility of a student, the District Committee may, but need not, hold a hearing.
- When a District Committee rules a student ineligible without having held a hearing, the student's school shall be notified in writing, in the letter transmitting the decision that upon request by the school the District Committee will afford the student a hearing upon his eligibility.

10.2.4.5.2 With a Hearing

A District Committee may hold a hearing in any situation covered by these Standards, and should consider doing so where the information which it has been provided is insufficient, where the District Committee anticipates a disagreement as to important facts, or where the issues appear sufficiently complicated to warrant a hearing.

- Under Article VI, Section 11 of the PIAA By-Laws, a District Committee may declare a student ineligible on the basis that he was recruited or that his transfer was in whole or in part for any athletic purpose, only after having provided notice to his school and an opportunity to be heard to both the school and the student.
- Under Article VI, Section 11 of the PIAA By-Laws, a District Committee may declare eligible a student who is not otherwise eligible under Article VI only following a hearing at which it finds that the transfer was not a result of recruiting and was not in whole or in part for any athletic purpose.
- 4, Under Article VI, Section 12 of the PIAA By-Laws, a District Committee may decide issues relative to recruiting, only after having provided notice and an opportunity to be heard to the school.

- 5. An opportunity for a hearing shall be afforded in all of the following cases:
 - Where penalties may be imposed against a member school or an individual employed by or connected with a member school. (This does not include eligibility cases.)
 - Where the matter arose before the District Committee on the complaint of another member school or on the District Committee's own motion.
 - Where the member school involved requests a hearing.

10.2.4.6 Notification of hearing

10.2.4.6.1 In all cases where a hearing is to be held

In all cases where a hearing is to be held, the District Committee shall send a letter to (1) the principal of the school(s) involved; (2) if a student's eligibility is at issue (and the names and addresses of his parents or guardians are provided to the District Committee), to the parents or guardians of that student; and (3) any adult who may be subject to sanction as a result of findings by the District Committee, advising them [him] of the following:

- The date, time, and place of the hearing.
- How the case arose (by request of his school, complaint of another school, or by the District Committee's receipt of information).
- The issue(s) involved, citing the applicable provisions(s) of the PIAA Constitution, By-Laws, rules and regulations, etc. This should be sufficiently PIAA District 9
- specific to inform the school of the issues, but sufficiently general to cover collateral issues that may arise (for example, a case arising under the Transfer Rule may be identified simply as involving Article VI of the By-Laws, but if the precise section or sections are known, they could be identified also).
- The fact that the school and any individuals involved, including students, are entitled to bring with them to the hearing any persons whom they desire to attend, to submit any written material which they desire, and to be represented by counsel. Where the school and/or an individual intend to submit written material, the District Committee may require that an appropriate number of copies be provided. If written material has been received by the District Committee from others, copies shall be provided to the member school.
- Any local ground rules for hearings (which may not conflict with these Standards).
- That if he has any questions, he is to contact an identified person (District Chairman, District Executive, etc.).

10.2.4.6.2 Mailing Timeline

Where possible, the notice letter should be mailed or faxed under circumstances which would result in its being received by the principal at least two weeks before the hearing. A shorter period of notice may be appropriate depending on factors such as the school's ease of preparing for the hearing, a school's request for an earlier hearing, or the scheduling of meetings of the District Committee or a Hearing Panel. A telephone call to the principal may be of assistance.

- 10.2.4.6.3 Where the matter comes before the District Committee on the written complaint of another member school, the notice letter to the school involved shall include a copy of the written complaint and any other written materials submitted by the complaining school.
- 10.2.4.6.4 Where the matter comes before the District Committee on the written complaint of another member school, representatives of the complaining school shall be requested to attend the hearing and to be prepared to present evidence in support of the complaint.
- 10.2.4.6.5 Where the District Committee is aware that the school and/or an individual involved is represented by counsel, that person shall be provided with a copy of the letter notifying the principal of the hearing.
- 10.2.4.6.6 There may be a problem with compelling the attendance of witnesses and the production of documents, as PIAA has no subpoena power. However, PIAA is not totally without leverage in this regard:
- The PIAA Constitution, Article V~fII, Section 3F, authorizes the District Committee to require data on alleged violations of the Constitution and By-Laws by or from the schools located in the District. It is reasonable to interpret this as authorizing the District Committee to require the attendance of persons who have and would present that data.
 - Article XVI, Section 2 of the PIAA By-Laws authorizes the District Committee to require eligibility data from the principal. Again, the power to require that person's presence may fairly be implied.
 - The District Committee may request attendance by the principal and other persons, including those selected by him, who have information relative to the issues.
- 10.2.4.6.7 Hearings may also be arranged by telephone contact with the principal; however, where this is done, a confirmatory letter in accordance with the foregoing Standards is promptly to be prepared and sent.
- 10.2.4.7 Conduct of Hearing
- 10.2.4.7.1 Consistently with local practice, and to the extent necessary to address that some persons in attendance may not know others, introductions should be made of persons such as the District Chairman, the principal of the school involved, and witnesses and other persons who are attending. This helps to set the stage for the relative informality of the proceedings.
- 10.2.4.7.2 The presiding officer shall begin the hearing with a brief introductory statement which identifies the manner in which the matter came before the District Committee, the issue(s) or the rule(s) involved, and any local ground rules for hearings.
- 10.2.4.7.3 Where the matter comes before the District Committee on the complaint of another member school, the representatives of that school shall be requested to make the first presentation.
- 10.2.4.7.4 Where the matter involves the eligibility of a transfer student, and the issue of a transfer for any athletic purpose is involved under Article VI, Section 11, and any representatives of the transferor school are present, they should be requested to make the first presentation.
- 10.2.4.7.5 Where the matter involves a complaint of recruiting, the complaining school shall make the first presentation.
- 10.2.4.7.6 The time for hearing from witnesses not affiliated with schools, such as officials, is to be determined according to the position they are expected to support. This is something which will often have to be decided at the hearing; the goal is to provide a school with adverse evidence to which it would desire an opportunity to respond before it begins to make its presentation.
- 10.2.4.7.7 The testimonial portion of the hearing shall begin with the presiding officer calling upon the applicable principal or his designee to present the matter. The designee could include another representative of the school, the school district

solicitor, counsel for the student or other individual involved, or a parent or a guardian of the student involved. Leeway is to be provided to counsel representing any person before the District Committee, but if a dispute arises between counsel and the principal, the principal is to be given the first opportunity to speak, and counsel is to be informed that he will be given an opportunity to do so thereafter.

- 10.2.4.7.8 Consistently with the maintenance of an orderly and informative hearing, the manner of presentation of the case shall be as chosen by the principal or the principal's designees.
- The manner of presentation can range from formal trial-type proceedings in which witnesses are called and asked questions, to the more informal and customary situation where witnesses simply tell their stories. The latter is usually more effective.
 - Reasonable cross-examination of witnesses is permitted. Cross-examination may be conducted by a school's principal representative or counsel, and by a student's or other individual's principal representative or counsel.
 - Any person in attendance other than representatives of the District Committee is subject to questioning by any other person in the room.
 - Counsel cannot reasonably expect formal rulings on legal objections in the context of these hearings. However, if a principal or counsel interposes an evidentiary objection, those having to do with relevance of the testimony and repetitiveness of the testimony may be sustained. Other objections (most often, hearsay) should be addressed simply by having the presiding officer explain that they are noted. The presiding officer also has the authority to control issues of relevance and repetitiveness in the absence of any objection.
- 10.2.4.7.9 Other procedural issues may arise:
- Although it is strongly recommended that the hearing not be tape recorded, if the District Committee or Hearing Panel intends to record a particular hearing, it should be announced at the beginning that it so intends, and that if there are any objections, the taping will not occur. The presiding officer shall explain that the purpose of the tape is for use by the District Committee or Hearing Panel during its deliberations.
 - Where a request is made that the hearing be transcribed by a court reporter, it is PIAA policy that it shall be permitted so long as (1) it is at the expense of the requesting party, and (2) PIAA receives a copy of the transcript at the expense of the requesting party contemporaneously with the delivery of the original to the requester.
 - Swearing of witnesses is permitted so long as the party requesting it has made the necessary arrangements for the attendance and compensation of a person authorized to do so.
 - Sequestration of witnesses (that witnesses not be able to hear the testimony of other witnesses) is at the discretion of the presiding officer. Such requests generally relate to anticipated credibility problems with subsequent witnesses if they have heard prior witnesses.
- 10.2.4.7.10 All persons who are in attendance who desire to speak to the issue(s) shall be afforded an opportunity to do so.
- 10.2.4.7.11 Before concluding the testimonial portion of the hearing, the presiding officer shall inquire as to whether every person who desired to speak has done so. When no one else desires to speak, the presiding officer shall state that the hearing is closed.

10.2.4.8 Deliberations following hearing

- 10.2.4.8.1 The presiding officer may limit attendance at the deliberations to voting members of the District Committee, but may allow the attendance of all members of the District Committee and any executives or advisors employed or retained by the District.
- 10.2.4.8.2 Deliberations shall not be tape-recorded.
- 10.2.4.8.3 The District Committee shall base its decision only on the evidence, written and oral, presented to it. Uncorroborated information in newspaper articles and anonymous correspondence is not evidence (although it may serve as a basis for questions).
- 10.2.4.8.4 The District Committee may consider prior violations by the school or individual in determining what penalty to assess for the current violation, but shall not consider such matters in determining whether the current violation was in fact committed.
- 10.2.4.8.5 Members of the District Committee who are employed by the school district (not just the individual school) involved, and any other members who have a conflict of interest, shall not vote. All such persons, and all witnesses, shall be absent from the deliberations and decision.

10.2.4.9 Notification of District IX committee decision

- 10.2.4.9.1 The principal of the school(s) involved, the parents or guardians of any students whose eligibility was at issue (if the addresses of such individuals are provided to PIAA District 9 the District Committee), and all adults who were subject to sanction at the hearing shall be notified to the decision by letter. Where it is local practice to notify the principal of the decision by telephone, he shall be informed that the decision will be confirmed by letter.
- 10.2.4.9.2 The letter shall identify the date of the hearing or other consideration, the rule(s) under which the decision was made, shall give a brief description of the reason(s) for the decision, and shall advise the school that it may appeal the decision to the Board of Directors or a Board of Appeal by writing the Executive Director. (A principal may provide the Executive Director with informal notice by telephone of the intent to appeal, but all appeals must be requested in writing.) Where the matter arose before the District Committee on the complaint of another member school, and the complaint is not sustained, the complaining school shall be advised that it may appeal the decision.
- 10.2.4.9.3 A copy of the letter shall be provided to any counsel involved, and to any other parties. Where two schools are parties, they may be notified by a single letter containing a double inside address, or by separate letters.

10.2.4.10 Rehearing by District IX Committee

- 10.2.4.10.1 There is no right to a rehearing. Where there is a request for a rehearing, the District Committee's first decision is whether it will or will not permit a rehearing.
- 10.2.4.10.2 Rehearing are generally permitted only where the school asserts that it has new evidence to present which it could not have presented at the original, hearing.
- 10.2.4.10.3 Considerations in deciding whether to grant rehearing include whether the additional information might change the decision, might avoid an appeal to the Board of Directors or a Board of Appeal, or might advance the convenience and efficiency of the parties and the District Committee.

10.2.4.11 Person with standing to appeal

- 10.2.4.11.1 Where a member school presented the matter to the District Committee for a decision, and the decision was adverse to the member school, the member school has the right of appeal.
- 10.2.4.11.2 Where the matter arose before the District Committee on the complaint of another member school, the school as to which the decision was adverse, whether the complaining school or the school against which the complaint was filed, has the right of appeal.
- 10.2.4.11.3 Students and other individuals desiring that an appeal be filed shall contact their school principal.

10.2.5 Procedural Standards for Appeal Hearings

10.2.5.1 Introduction

These procedural standards apply to appeals heard by the PIAA Board of Directors and PIAA Boards of Appeal from decisions of District Committees.

To the extent appropriate, these Standards shall also govern proceedings within the original jurisdiction of the PIAA. Board of Directors.

10.2.5.2 Constitutional Basis for District Committee Hearings

The PIAA Constitution, Article VII, Section 3G, authorizes the PIAA Board of Directors and PIAA Boards of Appeal to hear appeals 'from decisions of District Committees. The need for timely appeal hearings results in most cases being heard by a Board of Appeal.

10.2.5.3 Matters which may be heard on appeal

The matters which may be heard on appeal are those decisions which District Committees are authorized to make. Those matters include:

- The eligibility of a student at a member school.
- Whether a member school, or a person employed by or connected with a member school (including a student), has committed a violation of the PIAA Constitution, By-Laws, or other rules, and, if so, what, if any, penalty should be imposed.
- Whether a member school is to be given approval to transfer to the jurisdiction of an adjacent District.

10.2.5.4 Persons with standing to appeal

- Where a member school presented the matter to the District Committee for a decision, and the decision was adverse to the member school, the member school has the right of appeal.
- Where the matter arose before the District Committee on the complaint of another member school, the school as to which the decision was adverse, whether the complaining school or the school against which the complaint was filed, has the right of appeal.
- Students and other individuals desiring that an appeal be filed shall contact their school principal.

10.2.5.5 Request for appeal hearing

- All requests for appeal hearings shall be made in writing by the principal of the member school to the Executive Director of PIAA. The letter shall provide sufficient information to enable the Executive Director to identify the issue(s)

involved. (A principal may provide the Executive Director with informal notice by telephone of the intent to appeal, but all appeals must be requested in writing.)

- Upon scheduling of the appeal hearing, the Executive Director shall request the District Chairman or District Executive of the District Committee from which the appeal arises to forward to the Executive Director for use by the Board of Directors or Board of Appeal all materials presented to and prepared by it in connection with its decision, and any transcript which has been made of the proceedings before the District Committee.
- Upon request of the principal of the appealing school, the Executive Director shall provide him with a copy of all written material received for the appeal hearing.

10.2.5.6 Manner of board of directors and Board of appeal consideration of Appeal

- In all cases where a school has properly requested an appeal from a decision of a District Committee, the school shall be afforded the opportunity for a hearing.
- If a school requests that a matter be heard solely upon written submission, without a hearing, the Executive Director shall so notify the person who is to be the presiding officer at the appeal, and the presiding officer shall determine whether to hold a hearing or grant the school's request for a decision on written submission.
- Where a transcript has been made of the proceedings before the District Committee, the record on appeal shall be limited to that transcript and any written materials which were before the District Committee in connection with the making of its decision.
- Where no transcript has been made of the proceedings before the District Committee, the record on appeal shall consist of the written material submitted to and by the District Committee, and any oral testimony and additional written material which the appealing school and others involved desire to present.

10.2.5.7 Notification of Appeal Hearing

10.2.5.7.1 In all cases where a hearing is to be held, the Executive Director, or another member of the Administrative [Executive] Staff designated by him, shall send a letter to the (1) principal of the school(s) involved; (2) if a student's eligibility is at issue (and the names and addresses of his parents or guardians are provided to the Executive Director), to the parents or guardians of that student; and (3) any adult who may be subject to sanction as a result of findings by the District Committee, advising him of the following:

- The date, time, and place of the hearing.
- How the case arose (by request of his school or upon the complaint of another school).
- The issue(s) involved, citing the applicable provision(s) of the PIAA Constitution, By-Laws, rules and regulations, etc. This should be sufficiently specific to inform the school of the issues, but sufficiently general to cover collateral issues that may arise (for example, a case arising under the Transfer Rule may be identified simply as involving Article VI of the By-Laws, but if the precise section or sections are known, they could be identified also).
 - (a) Where there is a transcript of the proceedings before the District Committee, and the record on appeal is therefore

limited to the testimony and papers before the District Committee, the fact that the school and any individuals involved, including students, are entitled to bring with them to the appeal hearing and any persons whom they desire to attend, and to be represented by counsel.

- (b) Where there is no transcript of the proceedings before the District Committee, the fact that the school and any individual involved, including students, are entitled to bring with them to the appeal hearing any persons whom they desire to attend, to submit any written material which they desire, and to be represented by counsel. Where the school and/or an individual intends to submit written material, the Executive Director may require that an appropriate number of copies be provided.

- That the Board will have copies of the written materials submitted to and by the District Committee, making it unnecessary for the school to provide them.
- That if he has any questions, he is to contact the Executive Director or another identified person.

10.2.5.7.2 Where possible, the notice letter should be mailed or faxed under circumstances which would result in its being received by the principal at least two weeks before the hearing. A shorter period of notice may be appropriate depending on factors such as the school's ease of preparing for the hearing, a school's request for an earlier hearing, or the scheduling of meetings of the Board of Directors or a Board of Appeal. A telephone call from the Executive Director to the principal may be of assistance.

10.2.5.7.3 Where the matter came before the District Committee on the written complaint of another member school, representatives of the complaining school shall be requested to attend the appeal hearing and to be prepared to present evidence in support of the complaint.

10.2.5.7.4 Where the Executive Director is aware that the school and/or an individual involved is represented by counsel, that person shall be provided with a copy of the letter notifying the principal of the appeal hearing.

10.2.5.7.5 Hearings may also be arranged by telephone contact with the principal; however, where this is done, a confirmatory letter in accordance with these Standards is promptly to be prepared and sent.

10.2.5.8 Conduct of Appeal Hearing

10.2.5.8.1 Immediately prior to the beginning of the appeal hearing, the Executive Director or his designee shall introduce each member of the Board of Appeal, or the presiding officer where the hearing is before the Board of Directors, together with any executive staff members, consultants, and advisors who may be present. The Executive Director or his designee shall next introduce the principal or other representative of each member school present, and request him to introduce the persons who are representing the school in its appeal. This helps to set the stage for the relative informality of the proceedings.

10.2.5.8.2 The presiding officer shall begin the hearing with an introductory statement which identifies the manner in which the matter came before the Board of Directors or Board of Appeal, and the issue(s) or the rules) involved.

10.2.5.8.3 Where the matter came before the District Committee on the complaint of another member school, the representatives of that school shall be requested to make the first presentation.

10.2.5.8.4 Where the matter involved the eligibility of a transfer student, and the issue of recruiting or transfer for any athletic purpose is involved under Article VI, Section 11, and any representatives of the transfer or school are present, they should be requested to make the first presentation.

10.2.5.8.5 The time for hearing from witnesses not affiliated with school, such as officials, is to be determined according to the position they are expected to support. This

- is something which will often have to be decided at the appeal hearing; the goal is to provide a school with adverse evidence to which it would desire an opportunity to respond before it begins to make its presentation.
- 10.2.5.8.6 The testimonial portion of the hearing shall begin with the presiding officer calling upon the applicable principal or his designee to present the matter. The designee may be another representative of the school, the school district solicitor, counsel for the student or other individual involved, or a parent or a guardian of the student involved. Leeway is to be provided to counsel representing any person before the Board of Directors or Board of Appeal, but if a dispute arises between counsel and the principal, the principal is to be given the first opportunity to speak, and counsel is to be informed that he will be given an opportunity to do so thereafter.
- 10.2.5.8.7 Consistently with the maintenance of an orderly and informative hearing, the manner of presentation of the case shall be as chosen by the principal or the principal's designee.
- The manner of presentation can range from formal trial-type proceedings in which witnesses are called and asked questions, to the more informal and customary situation where witnesses simply tell their stories. The latter is usually more effective.
 - Reasonable cross-examination of witnesses is permitted. Cross-examination may be conducted by a school's principal representative or counsel, and by a student's or other individual's principal representative or counsel.
 - Any person in attendance other than representatives of the Board of Directors or Board of Appeal is subject to questioning by any other person in the room.
 - Counsel cannot reasonably expect formal rulings on legal objections in the context of these appeal hearings. However, if a principal or counsel interposes an evidentiary objection, those having to do with relevance of the testimony and repetitiveness of the testimony may be sustained. Other objections (most often, hearsay) should be addressed simply by having the presiding officer explain that they are noted. The presiding officer also has the authority to control issues of relevance and repetitiveness in the absence of any objections.
- 10.2.5.8.8 Other procedural matters:
- Before any testimony is taken, the presiding officer shall announce that the Board intends to tape record the hearing, but that if there are any objections, the taping will not occur. The presiding officer shall explain that the purpose of the tape is for use by the Board of Directors or Board of Appeal during its deliberations.
 - Where a request is made that the hearing be transcribed by a court reporter, it is PIAA policy that it shall be permitted so long as (1) it is at the expense of the requesting party, and (2) PIAA receives a copy of the transcript at the expense of the requesting party contemporaneously with the delivery of the original to the requestor.
 - Swearing of witnesses is permitted so long as the party requesting it has made the necessary arrangements for the attendance and compensation of a person authorized to do so.
 - Sequestration of witnesses (that witnesses not be able to hear the testimony of other witnesses) is at the discretion of the presiding officer. Such requests generally relate to anticipated credibility problems with subsequent witnesses if they have heard prior witnesses.
- 10.2.5.8.9 All persons who are in attendance who desire to speak to the issue(s) shall be afforded an opportunity to do so.
- 10.2.5.8.10 Before concluding the testimonial portion of the hearing, the presiding officer shall inquire as to whether every person who desired to speak has done so.

When no one else desires to speak, the presiding officer shall state that the hearing is closed.

10.2.5.9 Deliberation following hearing

- 10.2.5.9.1 The presiding officer may limit attendance at the deliberations to voting members of the Board of Directors or to the Board of Appeal, but may allow the attendance of any executives or advisors employed or retained by PIAA.
- 10.2.5.9.2 Deliberations shall not be tape recorded.
- 10.2.5.9.3 The Board of Directors or Board of Appeal shall base its decision only on the evidence, written and oral, presented to it. Uncorroborated information in newspaper articles and anonymous correspondence is not evidence (although it may serve as a basis for questions).
- 10.2.5.9.4 The Board of Directors or Board of Appeal may consider prior violations by the school or individual in determining what penalty to assess for the current violation, but shall not consider such matters in determining whether the current violation was in fact committed.
- 10.2.5.9.5 Representatives of the District Committee from which the appeal is taken, and all witnesses, shall be absent from the deliberations and decision.

10.2.5.10 Notification of Appeal Decision

- 10.2.5.10.1 The Executive Director shall notify the principal of appealing school(s) of the decision of the Board of Directors or the Board of Appeal by telephone call to his (their) office(s) on the first PJAA business day following the decision. The Executive Director shall follow this notification with the confirmation by letter of the decision to (1) appealing school(s); (2) the parents or guardians of any student whose eligibility was at issues (if the addresses of such individuals are provided to the Executive Director) and (3) all adults who were subject to sanction at the hearing.
- 10.2.5.10.2 The letter shall identify the date of the hearing or other considerations, the rule(s) under which the decision was made, and shall give a brief description of the reason(s) for the decision.
- 10.2.5.10.3 A copy of the letter shall be provided to any counsel involved and to any other parties. Where two schools are parties, they may be notified by a single letter containing a double inside address, or by separate letters.

11 Miscellaneous Provisions

11.1 Definitions

- Definitions of terms set forth in the Glossary attached to these by-laws are applicable to the terms so defined which appear in these by-laws. The district committee has the power to amend the glossary as it deems appropriate.

11.2 Related Organizations

11.2.1 Association Pennsylvania Coaches

Schools are encouraged to have their coaches join the PCA (1-21-04)

12 Amendments to By-Laws and Policies

12.1 Procedures for formal adoption

These bylaws can be adopted at any regular or special meeting provided that previous notice was given at a prior meeting in writing and then sent to all members of the committee. Previous notice can be sent by postal mail, e-mail, or fax.

12.2 Procedures for amendments

These bylaws can be amended at any regular or special meeting provided that previous notice was given at a prior meeting in writing and then sent to all members of the committee by the secretary. Previous notice can be sent by postal mail, e-mail, or fax.

Appendix A-- Member School Listing

<u>PIAA I.D. No.</u>	<u>Name</u>	<u>County</u>	<u>Type</u>	<u>IU #</u>
210611.27200	<i>Cornell Abraxis High</i>	<i>Forest</i>	<i>Private (10-2004)</i>	6
309552.16030	Allegheny Clarion Valley Junior High	Clarion	Public	6
109530.16030	Allegheny Clarion Valley Senior High	Clarion	Public	6
309553.53030	Austin Area Junior High	Potter	Public	9
109531.53030	Austin Area Senior High	Potter	Public	9
109532.42080	Bradford Area High	McKean	Public	9
309555.33070	Brockway Area Junior High	Jefferson	Public	6
109533.33070	Brockway Area Senior High	Jefferson	Public	6
309556.33080	Brookville Area Junior High	Jefferson	Public	6
109534.33080	Brookville Area Senior High	Jefferson	Public	6
309557.12270	Cameron County Junior High	Cameron	Public	9
109535.12270	Cameron County Senior High	Cameron	Public	9
409580.17200	Central Catholic Middle	Clearfield	Private	10
309558.16120	Clarion Area Junior High	Clarion	Public	6
109536.16120	Clarion Area High	Clarion	Public	6
309559.16170	Clarion-Limestone Junior High	Clarion	Public	6
109537.16170	Clarion-Limestone High	Clarion	Public	6
309560.17100	Clearfield Area Middle	Clearfield	Public	10
109538.17100	Clearfield Area Senior High	Clearfield	Public	10
309561.53130	Coudersport Junior High	Potter	Public	9
109539.53130	Coudersport Senior High	Potter	Public	9
310591.61130	<i>Cranberry Area Junior High</i>	<i>Venango</i>	<i>Public</i>	6
109567.61130	Cranberry Area High	Venango	Public (10-22-2003)	6
109540.17180	Curwensville Junior High	Clearfield	Public	10
309562.17180	Curwensville Area High	Clearfield	Public	10
209558.17200	DuBois Central Catholic High	Clearfield	Private	6
309563.17200	DuBois Area Middle	Clearfield	Public	6
109541.17200	DuBois Area Senior High	Clearfield	Public	6
109574.27200	East Forest Area High	Forest	Public (10-22-2003)	6
409581.24800	Elk County Catholic Junior High	Elk	Private	9
209559.24800	Elk County Catholic High	Elk	Private	9
309554.42080	Floyd C. Fretz Middle	McKean	Public	9
409584.16120	Immaculate Conception School-Junior High	Clarion	Private	6
309564.24350	Johnsonburg Area Junior High	Elk	Public	9
109542.24350	Johnsonburg Area High	Elk	Public	9
109543.42230	Kane Area Middle	McKean	Public	9
309565.42230	Kane Area High	McKean	Public	9
309566.10360	Karns City Junior High	Butler	Public	4
109544.10360	Karns City High	Butler	Public	4
309567.16650	Keystone Junior High	Clarion	Public	6
109545.16650	Keystone High	Clarion	Public	6
309568.10535	Monteau Junior High	Butler	Public	4
109546.10535	Monteau High	Butler	Public	4
309569.16750	North Clarion Junior High	Clarion	Public	6

109547.16750	North Clarion High	Clarion	Public	6
309570.53550	Northern Potter Junior High	Potter	Public	9
109548.53550	Northern Potter High	Potter	Public	9
309571.53750	Oswayo Valley Middle	Potter	Public	9
109549.53750	Oswayo Valley High	Potter	Public	9
309572.42600	Otto-Eldred Junior High	McKean	Public	9
109550.42600	Otto-Eldred High	McKean	Public	9
309573.42630	Port Allegany Junior High	McKean	Public	9
109551.42630	Port Allegany High	McKean	Public	9
409586.33800	Punxsutawney Christian Junior High	Jefferson	Private	6
209561.33800	Punxsutawney Christian High	Jefferson	Private	6
309574.33800	Punxsutawney Area Middle	Jefferson	Public	6
109552.33800	Punxsutawney Area High	Jefferson	Public	6
309575.16800	Redbank Valley Junior High	Clarion	Public	6
109553.16800	Redbank Valley High	Clarion	Public	6
309576.24600	Ridgway Area Middle	Elk	Public	9
109554.24600	Ridgway Area High	Elk	Public	9
<i>310629.61860</i>	<i>Rocky Grove Junior High</i>	<i>Venango</i>	<i>Public</i>	<i>6</i>
109602.61860	Rocky Grove High	Venango	Public (10-22-2003)	6
409582.42080	Saint Bernard Middle	McKean	Private	9
409585.17100	Saint Francis School Junior High	Clearfield	Private	10
309577.24800	Saints Mary's Area Middle	Elk	Public	9
109555.24800	Saints Mary's Area High	Elk	Public	9
<i>310632.62830</i>	<i>Sheffield Area Middle</i>	<i>Warren</i>	<i>Public</i>	<i>5</i>
109605.62830	Sheffield Area High	Warren	Public (10-22-2003)	5
309578.42750	Smethport Area Junior High	McKean	Public	9
109556.42750	Smethport Area High	McKean	Public	9
409583.33800	STS Cosmas & Damian School	Jefferson	Private	6
309579.16900	Union Junior High	Clarion	Public	6
109557.16900	Union High	Clarion	Public	6
209617.61620	Venango Catholic High	Venango	Private (10-22-2003)	6
109575.27200	West Forest High	Forest	Public (10-22-2003)	6

Italics represents pending admissions into District IX-Not reclassified yet by PIAA

Note: 72 Member Schools Make Up District IX

Appendix B -- Current Cooperative Sports Agreements within District IX

Still compiling this list --This is an unofficial list

<u>Host School</u>	<u>Participating School(s)</u>	<u>Sport(s)</u>	<u>Approved</u>	<u>Terminated</u>
AC Valley High	Cranberry Area High	Football	09-24-2003	
Bradford Area High	Bradford Central Christian		04-04-2001	3-16-2000
Brockway	DuBois Central	Football		
Brockway	DuBois Central	Wrestling		
Clearfield Middle School	St. Francis	Football		
Clarion Area High	Clarion-Limestone High	Soccer, Girl's	09-24-2003	
Clarion Area High	Clarion-Limestone High	Wrestling		
Clarion-Limestone High	Clarion Area High	Soccer, Boy's	2005	
Coudersport	Austin	Baseball	01-26-2000	
Coudersport	Austin	Softball	01-26-2000	
Coudersport	Austin	Soccer	01-26-2000	
Coudersport	Austin	Track B/G		
Coudersport	Austin	Football		
Coudersport	Austin	Wrestling		
Coudersport	Austin	Golf G	2005	
DuBois Central	Brockway	CC B/G		
DuBois Central	Brockway	Soccer G		
East Forest	West Forest	Volleyball		
Franklin	Rocky Grove	Soccer, B		
Franklin	Rocky Grove	Volleyball, B	2005	
Kane Area High	East Forest High	Football	2005	
Keystone	A-C Valley/Union	Wrestling		
North Clarion	East/West Forest	CC B/G		
North Clarion	East/West Forest	Track B/G		
Oil City (10)	Venango Catholic	Football		
Oil City (10)	Venango Catholic	Soccer B		
Oswayo Valley High	Otto-Eldred High	Wrestling	04-04-2001	
Otto-Eldred High	Oswayo Valley High	Football	04-04-2001	
Punxsutawney	Punxsutawney Christian	Baseball		
Punxsutawney	Punxsutawney Christian	BB B/G		
Punxsutawney	Punxsutawney Christian	Football		
Punxsutawney	Punxsutawney Christian	Golf B/G		
Punxsutawney	Punxsutawney Christian	Softball		
Punxsutawney	Punxsutawney Christian	Soccer B/G		
Punxsutawney	Punxsutawney Christian	Track B/G		
Punxsutawney	Punxsutawney Christian	Volleyball		
Punxsutawney	Punxsutawney Christian	Wrestling		
Redbank Valley High	Union High	Wrestling	2005	
Redbank Valley JHS	Union JHS	Wrestling	2005	
Rocky Grove Area High	Franklin Area High	Football	12-11-2004	
Sheffield	Abraxus	Football		
St. Marys High	Elk County Christian	Swimming B/G	04-04-2001	
St. Marys High	Elk County Christian	Golf, G		
St. Marys High	Elk County Christian	Wrestling		

St. Marys High	Elk County Christian	Gymnastics	11-17-1999
Titusville	East/West Forest	Football	
Union High	Redbank Valley High	Cross Country B/G	2005
Union JHS	Redbank Valley JHS	Cross Country	2005
Union High	Redbank Valley High	Track Boys	2005
West Forest	East Forest	Soccer B/G	
Warren (10)	Sheffield	CC B/G	
Warren (10)	Sheffield	Golf B	
West Forest	East Forest/North Clarion	Golf B	
West Forest	East Forest/North Clarion	Soccer B/G	
Cranberry Area High	AC Valley High	Football	09-24-2003

Appendix C -- District IX Leagues and Affiliations

ALLEGHENY MOUNTAIN FOOTBALL

NORTHERN DIVISION

Cameron County
Coudersport
Otto-Eldred
Port Allegany
Sheffield
Smethport

SOUTHERN DIVISION

Brockway
Curwensville
Elk County
Johnsonburg
Kane
Ridgway

ALLEGHENY MOUNTAIN BASKETBALL

(BOYS' AND GIRLS' LEAGUES)

NORTHERN DIVISION

Elk County
Johnsonburg
Kane
Sheffield

SOUTHERN DIVISION

Brockway
Curwensville
DuBois Central
Ridgway

ALLEGHENY MOUNTAIN GOLF

NORTHERN DIVISION

Brockway
Elk County
Johnsonburg
Ridgway
St. Marys

SOUTHERN DIVISION

Curwensville
Clearfield
DuBois
DuBois Central
Punxsutawney

ALLEGHENY MOUNTAIN WRESTLING

Cameron County
Coudersport
Oswayo Valley
Port Allegany
Smethport

PENN-YORK GOLF LEAGUE

BOYS'

Austin
Bradford
Cameron County
Coudersport
Otto-Eldred
Oswayo Valley
Port Allegany
Smethport

GIRLS'

Bradford
Cameron County
Coudersport

Port Allegany
Smethport

NORTH TIER LEAGUE

Austin
Cameron County
Coudersport
Northern Potter
Oswayo Valley
Otto-Eldred
Port Allegany
Smethport

THESE TEAMS HAVE LEAGUES FOR

BOYS' BASKETBALL
GIRLS' BASKETBALL
CROSS-COUNTRY
VOLLEYBALL
TRACK & FIELD

LAUREL VOLLEYBALL LEAGUE

NORTHERN DIVISION

Bradford
Elk County
Johnsonburg
Kane
Ridgway
Sheffield
St. Marys

SOUTHERN DIVISION

Brockway
Brookville
Clearfield
Curwensville
DuBois
DuBois Central
Punxsutawney

KEYSTONE SHORTWAY ATHLETIC CONFERENCE
(KSAC)

Allegheny-Clarion Valley
Clarion
Clarion-Limestone
Cranberry
East Forest
Karns City
Keystone
Moniteau
North Clarion
Redbank Valley
Rocky Grove
Union
Venango Catholic
West Forest

THESE TEAMS HAVE LEAGUES FOR

FOOTBALL
GOLF
GIRLS' BASKETBALL

VOLLEYBALL
BOYS' BASKETBALL
SOFTBALL

CROSS-COUNTRY
BASEBALL
TRACK & FIELD

UPPER ALLEGHENY VALLEY SOCCER LEAGUE

BOYS' LEAGUE

GIRLS' LEAGUE

LARGE SCHOOL DIVISIONS

Bradford
Brookville
Clearfield
DuBois
Punxsutawney
St. Marys

Bradford
Brookville
Clearfield
DuBois
St. Marys

NORTHERN DIVISIONS

Abraxus
Brockway
Elk County
Johnsonburg
Kane
Ridgway

Curwensville
DuBois Central
Elk County
Kane
Ridgway

SOUTHERN DIVISIONS

Curwensville
DuBois Central
Karns City
Keystone
Redbank Valley
Forest

Clarion
Karns City
Keystone
Punxsutawney
Redbank Valley
Forest

DISTRICT IX LEAGUES

FOOTBALL

Bradford
Brookville
Clearfield
DuBois
Punxsutawney
St. Marys

BASKETBALL-BOTH BOYS' AND GIRLS'

Bradford
Brookville
Clearfield
DuBois
Elk County
Punxsutawney
St. Marys

GIRLS' GOLF

Brockway
Brookville
Curwensville
DuBois
Punxsutawney

CROSS-COUNTRY-BOTH BOYS' AND GIRLS'

Bradford
Brookville
Clearfield
DuBois
DuBois Central
Elk County
Kane
Punxsutawney
St. Marys

TENNIS

GIRLS'

Bradford
Brockway
Clearfield
DuBois

Elk County
Punxsutawney
Johnsonburg
St. Marys

BOYS'

Bradford
Brockway
Clearfield
DuBois
DuBois Central
Elk County
Punxsutawney
Johnsonburg
St. Marys

TRACK AND FIELD-BOTH BOYS' AND GIRLS'

Bradford
Brookville
Clearfield
DuBois
Elk County
Punxsutawney
St. Marys

BASEBALL

3 DIVISIONS, BUT THE WEST IS THE KSAC DIVISION

NORTH

Coudersport
Cameron County
Johnsonburg
Northern Potter
Oswayo Valley
Otto-Eldred
Port Allegany
Smethport

CENTRAL

Bradford
Brockway
Brookville
Curwensville
DuBois Central
Elk County
Ridgway
St. Marys

CLEARFIELD, DUBOIS AND PUNXSUTAWNEY PLAY IN THE CENTRAL PENN BASEBALL LEAGUE.

SOFTBALL
3 DIVISIONS, BUT WEST IS KSAC

NORTH

Austin
Bradford
Cameron County
Coudersport
Northern Potter
Oswayo Valley
Otto-Eldred
Port Allegany
Smethport

CENTRAL

Brockway
Brookville
Clearfield
Curwensville
DuBois
DuBois Central
Elk County
Johnsonburg
Punxsutawney
Ridgway
Sheffield
St. Marys

DISTRICT IX WRESTLING CONFERENCE

AAA

Clearfield
Punxsutawney
DuBois
St. Marys
Bradford
AC Valley-Union-Keystone

AA

Curwensville
Johnsonburg
Kane
Smethport
Coudersport
Oswayo Valley
Redbank Valley
Brookville
Brockway
Sheffield
Rocky Grove
Cranberry

Appendix D -- Listing of Current District 9 Committee Members, Officers and Staff

Elected At Large Members (11) (04-06-2005) - One Year Term

- Randy Cathcart 2005-6 Clarion Area HS
- Roger Collins 2005-6 DuBois Area HS
- Tony Flint 2005-6 Port Allegany SD
- Jerry Linsenbigler 2005-6 Curwensville Area HS
- Jim Manners 2005-6 Brockway Area HS
- Mike Brown 2005-6 Redbank Valley HS
- Aaron Straub 2005-6 Elk County Catholic HS
- Susan Valentine 2005-6 Northern Potter HS
- Tom Wagner 2005-6 Karns City HS
- Tim Walter 2005-6 Bradford Area HS
- C Robert Wicker 2005-6 Oswayo Valley SD

Elected by Specific Group –Two Year Term

- Robert Tonkin--Junior High/Middle Schools 2004-6(04-20-2004)
- Denny Geitner – Male Officials’ Representative (01-22-2003)
- Carla Smith—Female Officials Representative (07-01-2004)

Appointed by Other Groups

- Ed Babcock—PA School Boards’ Representative – Two Year Term
2005-7 Port Allegany SD

Appointed by District IX Chairman – One Year Appointment

- *Tim Walter—Athletic Directors’ Representative*
- David Stanley—Parents’ Rep Johnsonburg ASD 2005-2006
- Cindy Wagner—Parents’ Rep Karns City SD 2003-2005
- *Susan Valentine—Girls’ Sports Representative*
- *Aaron Straub—Private Schools’ Representative*

Officers-Elected by District IX Committee – One Year Term

- *Jim Manners—Chairman* 2005-6
- *Aaron Straub—Assistant Chairman* 2005-6
- *Robert Tonkin—Secretary-Treasurer* 2005-6

Officer Appointed by District IX Chairman – One Year Appointment

- *C. Robert Wicker—Parliamentarian* 2005-6

Names in Italics are already on District Committee

Updated October 1, 2005

Appendix E -- Approved Expenses and Payment Amounts

(Approved August 17, 2005)					
SPORT	OFFICIALS` FEES	ADDITIONAL DESCRIPTIONS	MANAGEMENT FEES	CHAIRMAN FEE	OFFICIALS ASSIGNOR
BASEBALL	\$ 65.00	UMPIRE	\$90.00-ONE GAME	\$ 400.00	\$ 100.00
	\$ 35.00	EVALUATOR	\$150.00-TWO GAMES		
BASKETBALL, Boys/Girls	\$ 65.00	OFFICIAL	\$90.00-ONE GAME	\$ 400.00 each	\$ 200.00
	\$ 35.00	EVALUATOR	\$150.00-TWO GAMES	Boys/Girls	
CROSS COUNTRY	\$ 65.00	STARTER	\$45.00-COMMITTEE WORKER	\$ 225.00	NA
FOOTBALL	\$ 65.00	OFFICIAL	\$175.00 - MANAGEMENT FEE	\$ 400.00	\$ 150.00
	\$ 35.00	EVALUATOR			
GOLF - BOYS`	NA		\$100.00 - MANAGEMENT FEE	\$ 225.00	NA
GOLF - GIRLS`	NA		\$90.00 - MANAGEMENT FEE	\$ 225.00	NA
SOCCER, Boys/Girls	\$ 65.00	OFFICIAL	\$90.00-ONE MATCH	\$ 200.00 each	\$ 50.00 each
	\$ 35.00	EVALUATOR	\$150.00-TWO MATCHES	Boys/Girls	Boys/Girls
SOFTBALL	\$ 65.00	UMPIRE	\$90.00-ONE GAME	\$ 400.00	\$ 100.00
	\$ 35.00	EVALUATOR	\$150.00-TWO GAMES		
SWIMMING/DIVING	\$70.00/\$50.00		NA	\$ 100.00 Diving \$ 200.00 AAA Swimming \$ 300.00 AA Swimming	\$ 50.00
TENNIS - BOYS`	NA		\$ 90.00/day - MANAGEMENT FEE	\$ 300.00	NA
TENNIS - GIRLS`	NA		\$ 90.00/day - MANAGEMENT FEE	\$ 300.00	NA
TRACK - AA/AAA	\$ 100.00	HEAD OFFICIAL	NA	\$ 200.00 AAA	\$ 50.00
	\$ 100.00	STARTER		\$ 400.00 AA	
	\$ 80.00	HEAD JUDGE			
	\$ 60.00	ASST JUDGE			
	\$ 50.00	MARSHALL			
	\$ 45.00	NON-OFFICIAL			

VOLLEYBALL	\$ 65.00	SINGLE MATCH	\$70.00-ONE MATCH	\$ 400.00	\$ 100.00
	\$ 45.00	LINE JUDGE	\$90.00-TWO MATCHES		
	\$ 75.00	FINALS			
WRESTLING - TEAM	\$ 70.00	OFFICIAL	\$90.00-ONE MATCH	\$ 200.00	\$ 25.00
	\$ 35.00	EVALUATOR	\$150.00-TWO MATCHES		
WRESTLING - INDIVIDUAL	\$ 100.00	OFFICIAL	\$40.00-COMMITTEE	\$ 400.00	\$ 25.00

NOTES:

1. No mileage will be paid to officials
2. If an official lives more than 50 miles (one way) from site of the individual tournament, lodging will be paid for wrestling official working individual tournament.
3. Committee workers will be paid \$45.00 per event (unless noted on chart or noted by sport's chairman).
4. Mileage reimbursement for D-9 committee members will be according to IRS.
5. Site Fees will be paid at the prevailing rate charged by the location where the event is played.
6. Ticket prices: Adult-\$5.00 Student-\$2.00
7. Radio Broadcast Fees: \$50.00-- except \$25.00 for Baseball, Soccer, and Softball
8. Meal Reimbursement for D-9 Committee Members: \$30.00 per day.
9. Other Chairman Fees:
 - a. Awards Chairman \$ 200.00
 - b. D-9 Chairman \$ 1,500.00
 - c. Merchandise Chairman \$ 200.00
 - d. Secretary/Treasurer \$ 5,000.00
10. District 9 Scholarship Award \$ 1,500.00
11. Chairman of cross-country, golf, swimming/diving, tennis, volleyball, wrestling will be paid the "committee fee/event amount." This is the same amount a committee member would receive for working the day of the event.

TRAINER'S FEE CHART

Sport	Committee Approved Amounts (August 17, 2005)		
	^{AB} 1 Contest	2 Contests	3 Contests
Baseball	\$50.00	\$75.00	\$100.00
Basketball	\$50.00	\$75.00	\$100.00
Cross Country	\$100.00 (Per Day)		
Football	\$60.00	\$90.00	\$120.00
Golf	No trainer		
Soccer	\$60.00	\$90.00	\$120.00
Softball	\$50.00	\$75.00	\$100.00
Swimming	\$100.00 (Per Day)		
Tennis	No rainer		
Track	\$100.00 (Per Day)		
Volleyball	\$50.00	\$75.00	\$100.00
Wrestling - Team	\$60.00	\$90.00	\$120.00
Wrestling - Individual	\$120.00 (Per Day)		

Note A: "1 Contest" is defined as one game, match, meet, etc. "Two contests" includes two games, matches, meets, etc. at the same time and the same site.

Note B: The fee is paid only if District 9 must hire a trainer for the contest. For example, many of the rental agreements at Clarion University include the cost of trainer services in the rental agreement.

Note C: It is the District 9 appointed Game Manager has the responsibility to secure a certified athletic trainer. If a trainer must be hired, the priority of hiring shall be as follows:

- a. Host School's Athletic Trainer
- b. Participating School's Athletic Trainer
- c. Non-Participating School's Athletic Trainer

Appendix F -- Calendar of Actions
2005-2006

July	Annual Audit
August 17	<i>District Committee Meeting</i> Chairman's Appointments Due to Committee Audit Approval Elect Web Master Set Championship dates for year
September 21	<i>District Committee Meeting</i>
October 19 24-25 28-29	<i>District Committee Meeting</i> State Golf-Boys and Girls State Girls Team Tennis Officials' Test
November 9 4-5 5 11-12 19	<i>District Committee Meeting</i> State GirlsTennis State Cross Country State Volleyball State Soccer
December 9-10	State Football
January 18	<i>District Committee Meeting</i> Selection of election committee and election committee chairman
February 8 10-11	<i>District Committee Meeting</i> State Team Wrestling Officials' Test
March 8 9-11 15-17 24-25	<i>District Committee Meeting</i> Nomination Petitions Due to DISTRICT IX Secretary State Individual Wrestling State Swimming and Diving State Basketball
April 5	<i>District Committee Meeting</i> Annual Meeting and Elections Approve Proposed Budget Due to Committee Determine dues and expense reimbursement amounts District IX Committee Reorganization meeting Annual Dinner Meeting
May 19-20 26-27 26-27	State BoysTeamTennis State BoysIndividual Tennis State Track
June 16	Set Calendar of Meeting Dates State Baseball and Softball Sportsmanship Award Officials' Test

Appendix G -- Sports Sub-Committee Membership
2005-2006 Appointments

Fall Sports

Cross Country (Men and Women)

C Robert Wicker, Chairman
Rany Cathcart
Aaron Straub
Bob Tonkin
Sue Valentine

Golf (Men and Women)

Tony Flint, Chairperson
Mike Brown
Aaron Straub
Tom Wagner
Tim Walter

Football

Bob Tonkin, Chairperson
Randy Cathcart
Roger Collins
Tony Flint
Jerry Linsenbigler

Soccer

Tom Wagner, Chairperson
Randy Cathcart
Roger Collins
Aaron Straub
Sue Valentine

Tennis (Fall and Spring)

Aaron Straub, Chairperson
Roger Collins
Cindy Wagner
Tim Walter

Volleyball (Fall and Spring)

(Women)

Aaron Straub, Chairperson
Ed Babcock
Jerry Linsenbigler
Susan Valentine
Cindy Wagner

Winter Sports

Basketball (Men and Women)

Jim Manners, Chairperson
Roger Collins
Tony Flint
Bob Tonkin
Tom Wagner

Diving (Men and Women)

C Robert Wicker, Co-Chairperson
Tim Walter, Co-Chairperson
Roger Collins
Bob Tonkin

Swimming (Men and Women)

C Robert Wicker, Co-Chairperson
Tim Walter, Co-Chairperson
Roger Collins
Bob Tonkin

Wrestling

Randy Cathcart, Chairperson
Ed Babcock
Roger Collins
Jerry Linsenbigler
Bob Tonkin

Spring Sports

Baseball

Tony Flint, Chairperson
Mike Brown
Jerry Linsenbigler
Susan Valentine
C Robert Wicker

Softball (Women)

Jerry Linsenbigler, Chairperson
Roger Collins
Denny Geitner
Carla Smith
Sue Valentine

Track and Field (Men and Women)

Bob Tonkin, Chairperson
Mike Brown
Aaron Straub
Tom Wagner
C Robert Wicker

District Chairman serves as Ex-officio member of all committees

Officials Representatives serve on all sports committees where officials are employed.

Assignments ratified by committee on August 17, 2005.

Date of Document: 10/18/2005

Appendix H --Officials' Rule Interpreter

Fall Sports

Cross Country (Men and Women)	Jack Hedlund
Golf (Men and Women)	None
Football	Dennis Geitner
Soccer	Pat Smith
Tennis (Fall and Spring)	None
Volleyball (Fall and Spring)(Women)	Carla Smith

Winter Sports

Basketball (Men and Women)	Dennis Geitner
Diving (Men and Women)	None
Swimming (Men and Women)	None
Wrestling	Roy Curley

Spring Sports

Baseball	Larry Hanna
Softball (Women)	Ron Bure
Track and Field (Men and Women)	Jack Hedlund

Updated October 1, 2005

Date of Document: 10/18/2005

Appendix I -- Steering Sub Committees
2005-2006 Appointments

Athletic Directors

Tom Wagner, Chairperson

Audit

Susan Valentine, Chairperson
(2 non-member principals)

Awards

Aaron Straub, Chairperson

Budget/Financial

Bob Tonkin, Chairperson
Roger Collins
Jerry Linsenbigler
Susan Valentine
C Robert Wicker
Cindy Wagner

By-Laws/Policy

C Robert Wicker, Chairperson
Jerry Linsenbigler
Aaron Straub
Bob Tonkin
Sue Valentine
Cindy Wagner

Cheerleading

Jerry Linsenbigler, Chairperson

Elections Committee

Roger Collins, Chairperson
Tony Flint
Sue Valentine

Women's Athletics

Susan Valentine, Chairperson
Carla Smith
Cindy Wagner

Junior High/Middle Schools

Bob Tonkin, Chairperson

Officials

Dennis Geitner, Male
Carla Smith, Female

Merchandise/Marketing

Jerry Linsenbigler, Chairperson
Bob Tonkin
Tim Walter
C Robert Wicker

School Boards' Association

Ed Babcock

Sportsmanship

Denny Geitner, Chairperson
Carla Smith
Sue Valentine

Private Schools

Aaron Straub, Chairperson

Parliamentarian

C Robert Wicker

Hearing Committee (Proposed)

Jim Manners, Chairperson

District Chairman serves as Ex-officio member of all committees

Assignments ratified by committee on August 17, 2005.

Appendix J -- Tournament Director

Conditions for Entry

Participation in PIAA District IX tournaments is voluntary. District IX member schools are not required to enter tournaments sponsored by District IX. Entry of a team into a tournament signifies that the member school accepts the conditions and provisions that are described here.

A member school accepts the fact that the District IX Committee reserves the right to make changes in the management, operations and schedule of the District IX tournaments if, in the Committee's judgment, it becomes necessary.

No Protest Rule

Under PIAA rules there can be no protest of contests as follows:

The Board of Directors and District Committees will not consider any protest in athletic contest, which are based on play situations or officials' decisions involving interpretation or judgment of plays.

In no case will the results of a contest be reversed nor will a contest be ordered or permitted to be replayed.

Questions regarding interpretation of rules or judgment of officials should be submitted, in writing, to the PIAA Executive Director.

Appendix K -- Game Manager Responsibilities

1. Contact participating teams.
2. Make arrangements at host school.
3. Get financial information to Secretary-Treasurer so checks can be written.
4. Should arrive at site a minimum of 1 hour before game.
5. Work with game management to create a secure and positive environment for this contest.
Please get copy of emergency plan for the facility you are using and turn it in with the game report.
6. Have a meeting before game with game personnel.
7. Make sure all involved have an agenda.
8. Work with site manager to see that the following are arranged.
 - a. Money and tickets
 - b. Supply proper forms for game report
 - c. Security
 - d. Ticket personnel
 - e. Clock operator
 - f. Arrangements for officials
 - g. Locker room assignments
 - h. Team benches
 - i. Cheerleader seating
 - j. Other Items specific to sport
9. Turn in a report with money to Bob Tonkin
10. Make sure **Sports Sub-Committee chairman** gets a copy of game report (Email Is preferred)
11. Turn in program report and money to Secretary-Treasurer.
12. Call in the game results to **Sports Sub-Committee chairman** as soon as possible after game.

Appendix L - Site Manager's Responsibilities
Still developing this section.

Appendix M -- Officials' Representative Responsibilities

- To elected every two years by appropriate membership. (PIAA)
- Voting member of their respective district committee. (PIAA)
- Voting member of the PIAA Officials Council. (PIAA)
- Attend all meetings of Officials' Council at PIAA Basketball Championship. (PIAA)
- Attend Officials' Council meeting at PIAA headquarters as part of summer workshop. (PIAA)
- Attend PIAA officials' convention held annually. (PIAA)
- For all sports in which an examination is required, secure tests, testing site, supervise, schedule and announce date, time and place for examination for all PIAA approved applicants in our district, recruit prospective officials and promote officiating clinics throughout our district. (PIAA)
- Attend District Committee meetings as well as local chapter meetings throughout your district; assist in hosting district mechanics clinics prior to seasonal sport playoffs. (PIAA)
- Represent and/or assist any official with any matter involving their local chapter and/or the PIAA. (PIAA)
- Represent and/or assist any chapter within our district involving PIAA matters. (PIAA)
- Represent and/or assist the PIAA with any matter involving our district. (PIAA)
- Recommend officials to the PIAA, through the District Chairman, for all championships; assist in the assignment of officials' observers/evaluators for all inter-district playoff contests hosted by schools in our district. (PIAA)
- Recommend district interpreters to the PIAA, through the District Chairman. (PIAA)
- Recommend officials, through the District Chairman, for all district tournaments. (PIAA)
- Officials' representative may be reimbursed by the District Committee for expenses incurred due to official duties, as authorized by our District Committee (example: travel, postage, telephone expenses) (PIAA)
- The officials' representative is a member of all sports sub-committees. (08-13-2003)

Appendix N -- Rules Interpreters' Responsibilities

Still developing this section.

Appendix O -- List of District IX Certified Athletic Trainers

A-C Valley	Doug Knox, ATC
Austin	NAT
Bradford Area	Darrell Molinari, ATC
Brockway	Jim Stricek, ATC
Brookville	Sarah Kirk, ATC
Cameron County	NAT
Clarion Area	Keith Murtha, ATC
Clarion-Limestone	Julia Kidd, ATC
Clearfield	Trevor Kephart, ATC
Coudersport	NAT
Curwensville	Jessica Roberts, ATC
DuBois	Jim Holt. ATC
DuBois Central	NAT
Elk County Catholic	Shawna Meyer, ATC
Johnsonburg	NAT
Kane	Trisha Wright, ATC
Karns City	John Burnett, ATC
Keystone	Angela Snowberger, ATC
Moniteau	Kristen Castor, ATC
North Clarion	Mark Nielson, ATC
Northern Potter	NAT
Oswayo Valley	NAT
Otto-Eldred	NAT
Port Allegany	NAT
Punxsutawney	Chris Albright, ATC
Redbank Valley	Dave Snowberger, ATC
Ridgeway	NAT
Saint Marys	Mike Palamarchuck, ATC
Smethport	Melissa O'Brien, ATC
Union	Chad Rankin, ATC

NAT == No Athletic Trainer

Any individual who is an Athletic Trainer must be certified by the National Athletic Trainers Association Board of Certification (NATABOC) and the Commonwealth of Pennsylvania board of Medicine. Any individual who claims to be an Athletic Trainer and is not certified by the above entities is in violation of state law and may be investigated and fined by the Pennsylvania Department of State.

Schools that have a certified athletic trainer should keep a copy of the trainer's certificate on file. A copy of the trainer's certificate should be sent to the District 9 secretary. If a trainer's certificate lapses, the lapse should be reported to D9 secretary. (8-17-2005)

Last Update August 2004

Date of Document: 10/18/2005

Appendix P -- District IX Winners of PIAA Sportsmanship Award

<u>District Winner</u>		<u>Year</u>
Brookville Area High School		1996-1997
Kane Area High School		1997-1998
North Clarion High School	(1999 Co-Winner)	1998-1999
Port Allegany High School	(1999 Co-Winner)	1998-1999
Coudersport High School		1999-2000
Oswayo Valley High School		2000-2001
Clarion High School		2001-2002
Allegheny Clarion Valley High School	(2003 Co-Winner)	2002-2003
Port Allegany High School	(2003 Co-Winner)	2002-2003
Brockway Area High School	(2004 Co-Winner)	2003-2004
Elk County Catholic High School	(2004 Co-Winner)	2003-2004
Union High School	(2004 Co-Winner)	2003-2004
Brockway Area high School	(2005 Co-Winner)	2004-2005
Clarion-Limestone High School	(2005 Co-Winner)	2004-2005
North Clarion High School	(2005 Co-Winner)	2004-2005

Updated August 17, 2005

Date of Document: 10/18/2005

Appendix Q -- Schools under Sanctions of District IX Committee

District/School	Sanction	Dates
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None at present Time.

Appendix R -- District IX Forms

DISTRICT IX- #1	Election Nomination Petition
DISTRICT IX- #2	Alternate Delegate Certification
DISTRICT IX- #6	Incident Report Form

FORM District IX- #1

NOMINATION PETITION FOR PIAA DISTRICT IX COMMITTEE

Check seat(s) you are seeking:

_____ at large _____ junior high/middle school (even years only).

I, _____, currently employed by the
_____ School District, am actively seeking a seat on the District IX
Committee.

I have received endorsements from the following principals from separate school districts. Their names,
signatures, and schools appear below. It is noted that a principal may sign only one candidate's
petition.

NAME	SIGNATURE	SCHOOL
_____	_____	_____
_____	_____	_____
_____	_____	_____

I understand that the Secretary/Treasurer of the District IX Committee must receive this completed form
by March 1.

_____ Petitioner's Signature Date _____

Form DISTRICT IX- #2

CERTIFICATION OF VOTING DELEGATE

I, _____, principal of _____
am delegating my vote in the annual PIAA District IX Committee election to
_____ who is employed as a(n)
_____ in my building.

Signature _____

Date _____

NOTE . . . A principal of one sport's cooperative may NOT delegate his or her vote to an employee of the other cooperative's school.

FORM DISTRICT IX- #6
INCIDENT REPORT

Sport Schools Involved _____

Home School PIAA District _____

Visiting School PIAA District _____

Date of the incident _____ Time, inning or heat _____ Score during the incident _____

Official's Report

Who was involved in the incident? _____

Where did the incident occur? _____

What were the circumstances? _____

What action did the officials take? _____

Please attach any additional information

Principal's Report

Who was involved in the incident? _____

Where did the incident occur? _____

What were the circumstances? _____

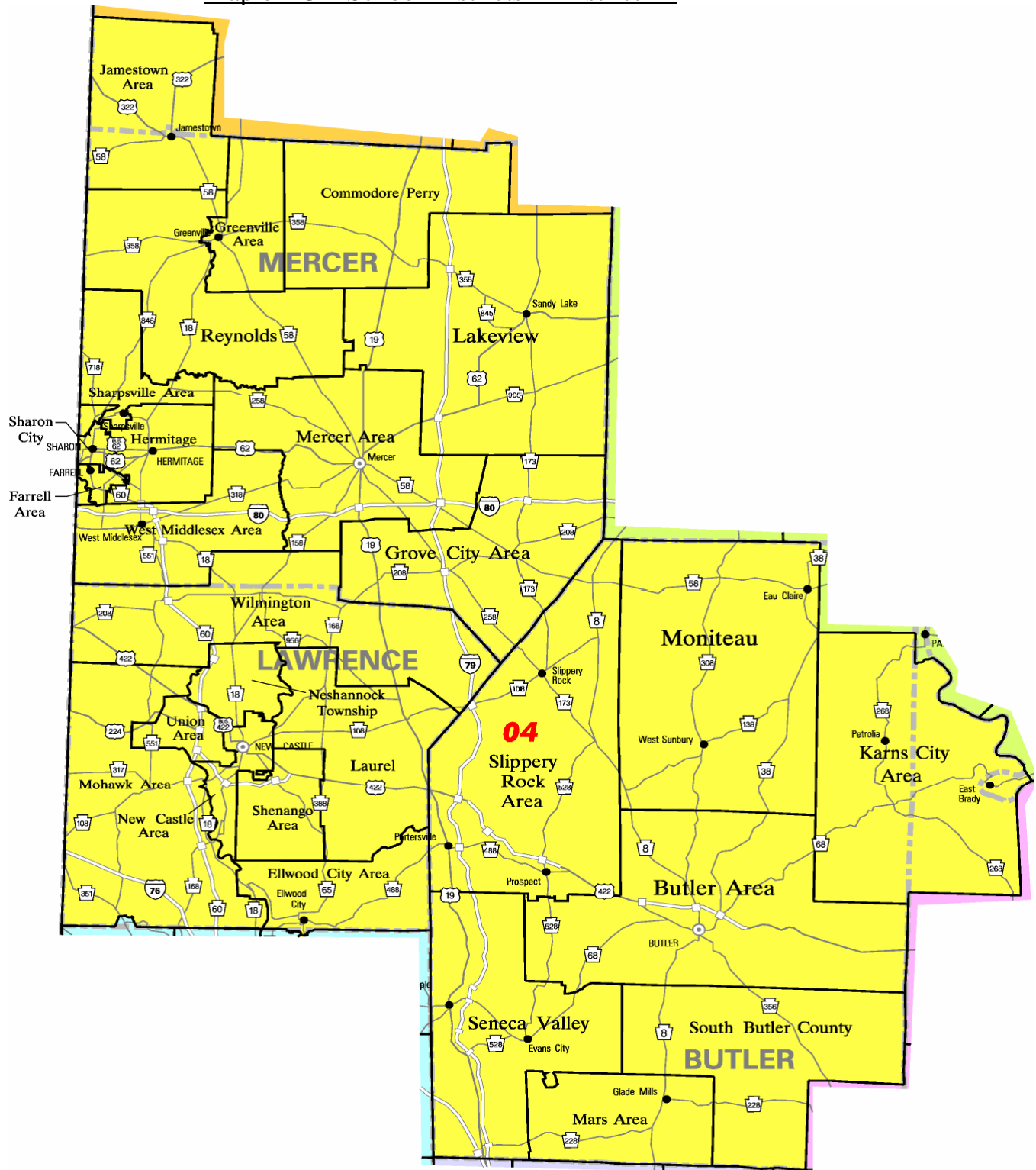
What action did your school district take? _____

Please attach any additional information.

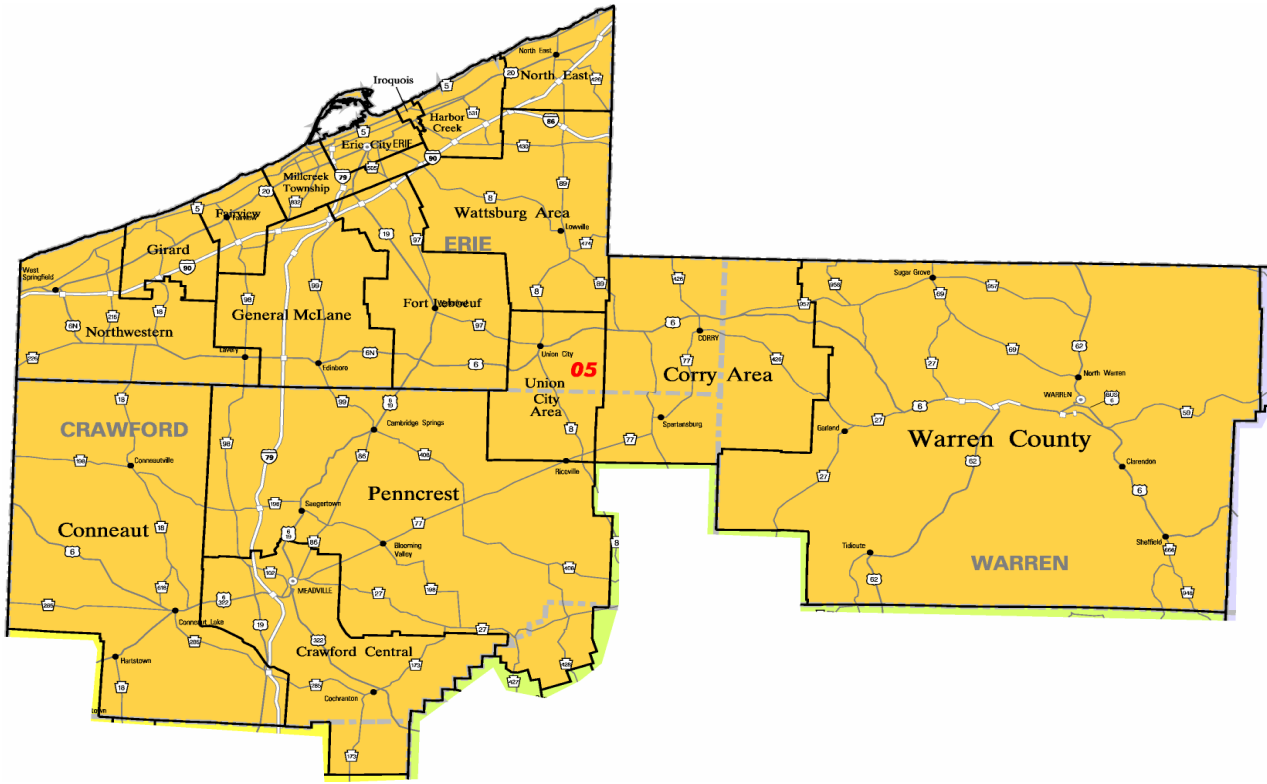
Official's signature _____ Date _____

Principal's signature _____ Date _____

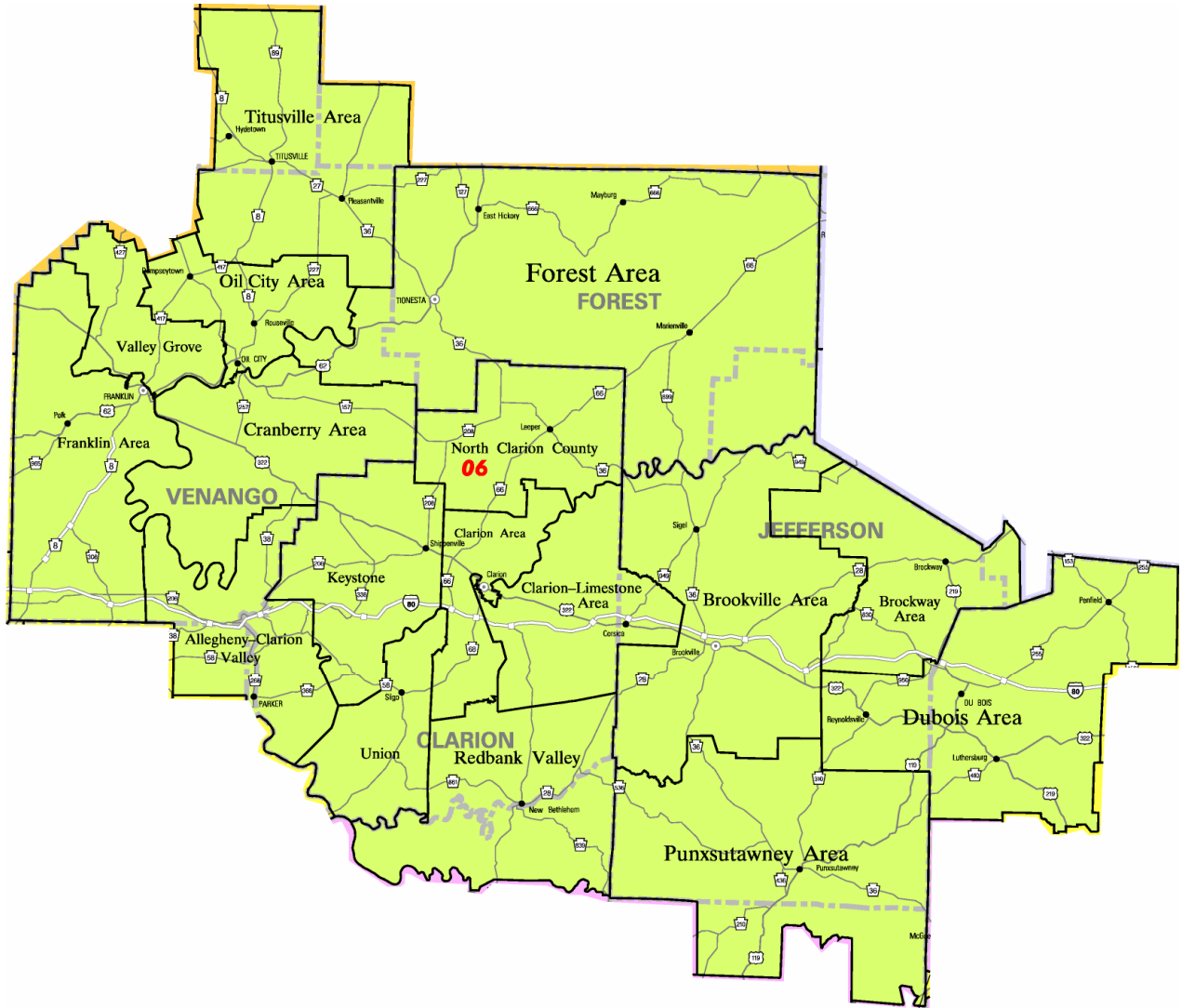
Appendix S -- Maps
Map of IU 4 School Districts in District IX



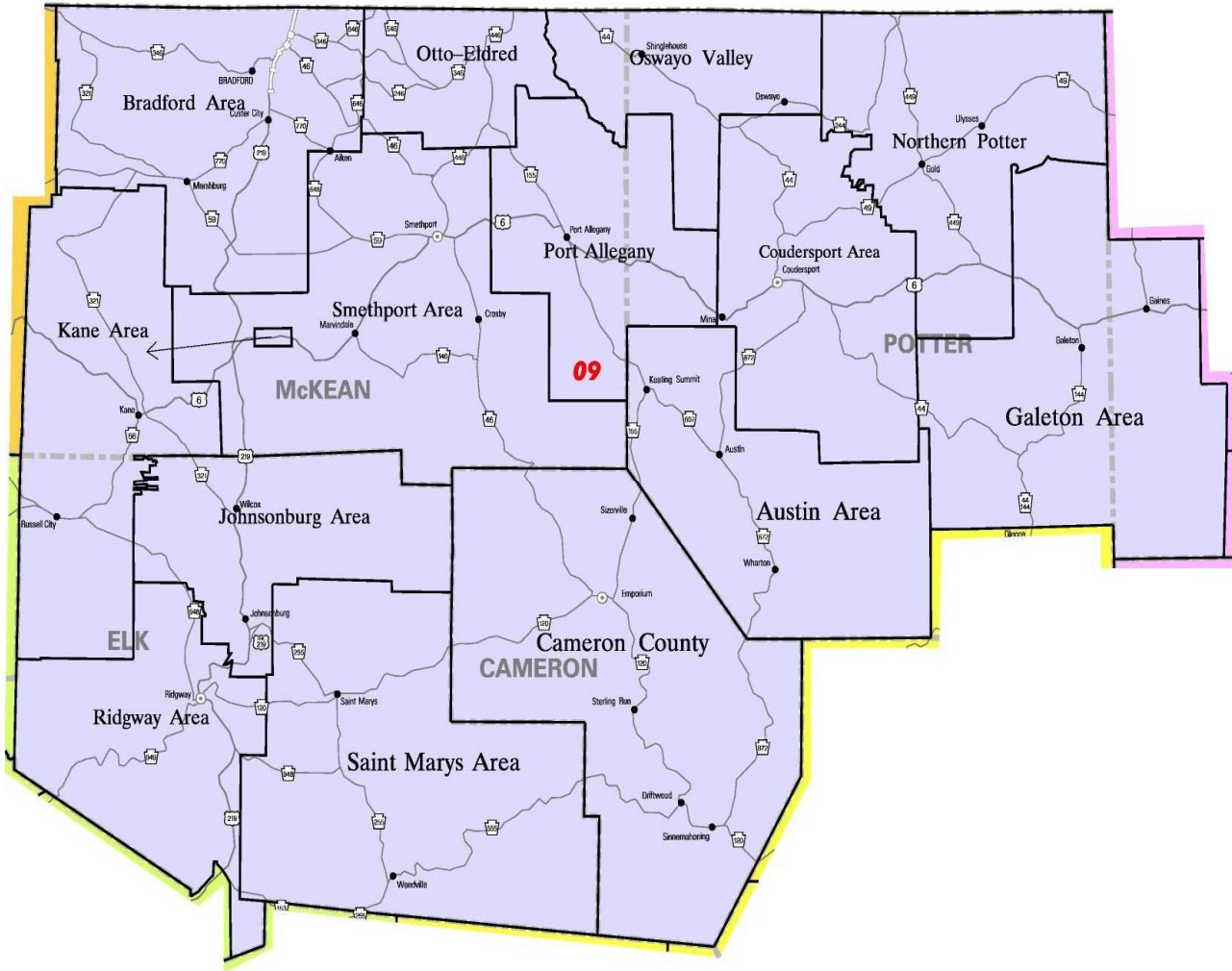
Map of IU 5 School Districts in District IX



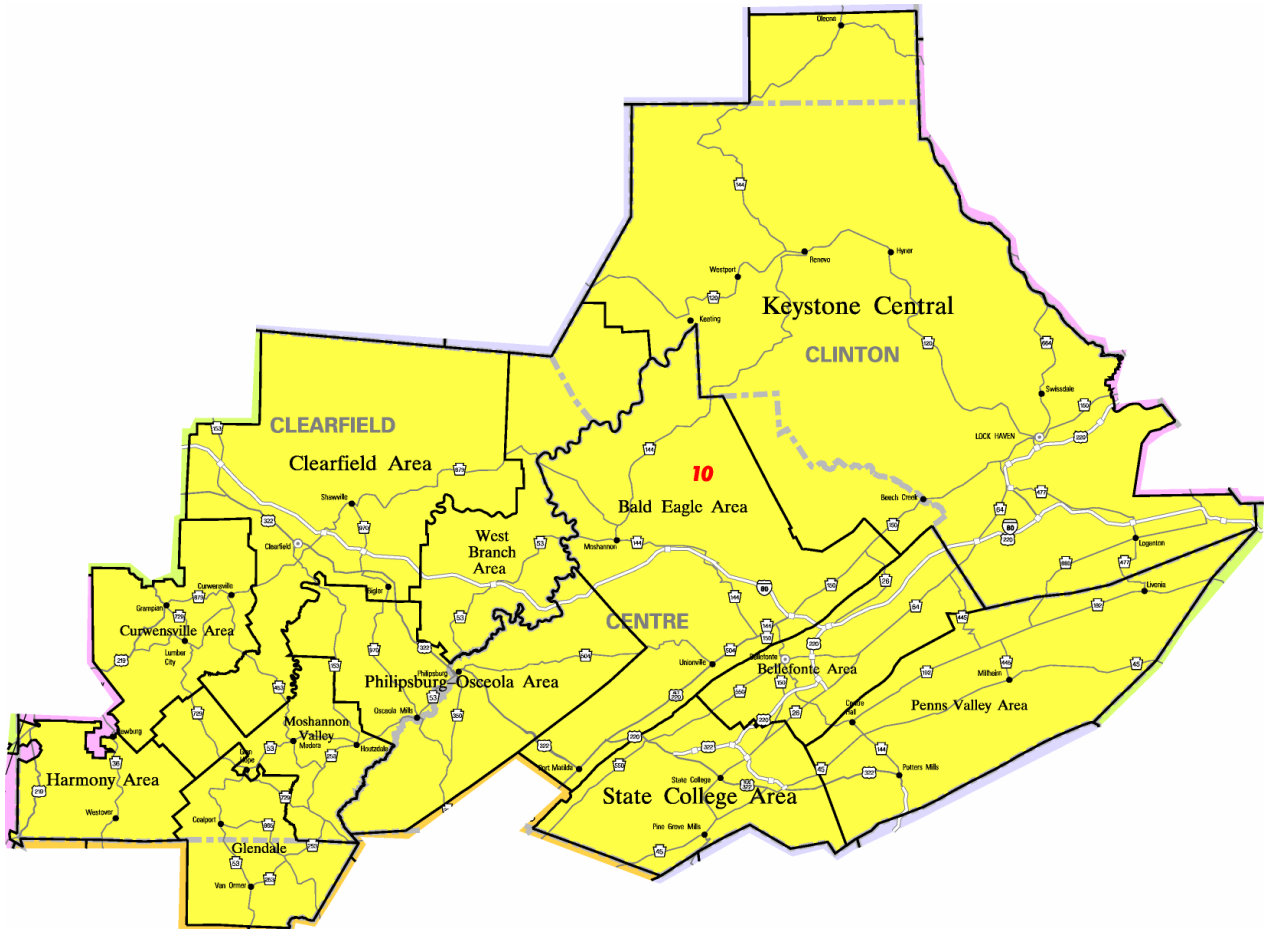
Map of IU 6 School Districts in District IX



Map of IU 9 School Districts in District IX



Map of IU 10 School Districts in District IX



**POLICIES REGARDING CABLECASTING/TELECASTING, FILMING,
PHOTOGRAPHING, VIDEOTAPING, AND/OR WEBCASTING (VIDEO STREAMING)**

PIAA District IX policy permits schools, spectators (who have purchased the appropriate admission ticket), and/or the media to photograph or videotape any PIAA District Championship Contest provided the photograph or videotape is not used until following the conclusion of the Contest. However, cable/television stations, schools, spectators, and/or the media interested in cable casting/telecasting, filming, photographing, videotaping, or web casting (video streaming) any PIAA District Championship Contest must comply with the following policies:

1. PIAA must be contacted, in writing, for permission to cablecast, telecast, or web cast (video stream) live or on a delayed basis, a Contest or any part of a Contest.
2. Persons photographing or videotaping a Contest, and stations cable casting, telecasting, or web casting (video streaming) a Contest must remain in the areas that have been designated for spectators, sports photographers, schools, cable/television stations, or Internet video broadcasters, respectively.
3. Persons cable casting, telecasting, photographing, videotaping, or web casting (video streaming) a Contest shall not stand on any unsafe or potentially hazardous physical object or facility.
4. Persons cable casting, telecasting, photographing, videotaping, or web casting (video streaming) a Contest shall not interfere with the visibility and comfort of spectators, shall not present a safety hazard to spectators, and shall not disrupt, disturb, or interfere with the competition or with an individual competitor.

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