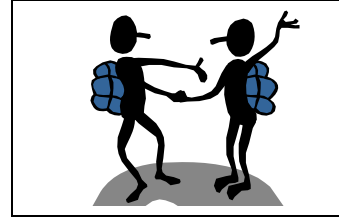


# REGION III GENERAL BYLAWS

## Last Revised: January 2005



### ARTICLE I: NAME

This organization shall be known as Region III of the Alaska Schools Activities Association, otherwise known as ASAA.

### ARTICLE II: PURPOSE

The purpose of this region shall be to promote and provide guidance to interscholastic activities and to address concerns brought to it by member schools or ASAA.

### ARTICLE III: MEMBERSHIP

Secondary schools of Alaska defined as schools with grades seven through twelve, or any combination thereof.

#### Section 1: Eligibility

- A. Any state approved secondary school may become a member of Region III by assignment of ASAA. Schools may become active members by payment of the annual dues. Membership implies recognition of the authority of the Association and full compliance with its rules.
- B. **Dues structure = \$250 per year, per school, payable in the fall.**

#### Section 2: Regional Placement

- A. The regional placement of schools shall be determined and reviewed annually by the ASAA Board of Control with consideration for school size and location being the determining factors. The Board of Control will then transmit its decisions to the Region III Association.
- B. A member school requesting review of its status must have been a continually participating member in its present region for at least two years.
- C. Region III includes the following 16 schools as full paying members:

ACS	COLONY	CORDOVA	GLENNALLEN
GRACE	HOMER	HOUSTON	KENAI
KODIAK	NIKIKSI	PALMER	SEWARD
SKYVIEW	SOLDOTNA	VALDEZ	WASILLA

- D. Region III recognizes these schools as participants in certain contests. They are non-voting members. They will be assessed a fee to share the cost of the awards ordered:

Heritage Christian (BB, VB, XCR)  
Ben Eielson (BB, FB, VB, WR)  
Delta Junction (BB, VB, WR, HK)  
Howard Luke (BB, VB,)  
Hutchison (BB, VB, WR)  
Kenny Lake (WR, HK)  
Lathrop (FB)  
Monroe (BB, HK, VB)  
Nenana (WR)  
Ninilchik (WR)  
North Pole (FB)  
Seldovia (WR)  
Selana (WR)  
Sitka (FB)  
Su Valley (BB, VB, SKI)  
Tok (WR, HK)  
Unalaska (SD)  
West Valley (FB)

### **Section 3: Powers and Duties of the Region III Association**

The Region III Association shall:

- A. determine the time and place of its meetings in accordance with Article V of these bylaws.
- B. require 51% of the Association membership to be present in order to constitute a quorum.
- C. have general supervision of all interscholastic activities of the member schools and shall interpret the rules thereof.
- D. have authority to schedule activities between other ASAA schools in all regions and to determine suitable awards for winners of contests sponsored by Region III.
- E. have authority to approve and schedule officials for use in interscholastic contests. Certification of such officials shall be an ASAA responsibility.
- F. have authority to amend these bylaws as specified in Article VI.

## **ARTICLE IV: EXECUTIVE BOARD OFFICERS AND DUTIES**

### **Section 1: Membership of Executive Board**

The Executive Board shall consist of the President, the Secretary-Treasurer, and the Region III Representative to ASAA.

**Section 2: Qualifications of Board Members**

Members of the Executive Board shall be elected from the official representatives of the member schools.

**Section 3: Duties and Privileges of the President**

- A. The President shall be elected by the member schools biannually at the regular Spring Meeting on even-numbered years.
- B. The President shall chair all regular and special meetings of the general membership and the Executive Board.
- C. The President shall serve as the alternative to the ASAA Rep. and shall representative Region III at ASAA Board meetings.
- D. The President shall have the authority to fill vacancies on the Ex. Board until a vote of the general membership can take place at the next regularly scheduled meeting.
- E. The President shall serve as the authority to call special meetings of the Executive Board for the purpose of interpreting bylaws or resolving conflicts.

**Section 4: Duties and Privileges of the Secretary-Treasurer**

- A. The Secretary-Treasurer shall be elected by member schools biannually during the regular Spring Meeting on odd-numbered years.
- B. The Secretary-Treasurer shall keep minutes of all regular and special meetings of the Region III Association and Executive Board.
- C. The Secretary-Treasurer shall carry out the financial duties spelled out in Article VIII of these bylaws.
- D. The Secretary Treasurer shall provide updated copies of the bylaws to all member schools following the adoption of any amendments or additions to them.
- E. The Secretary-Treasurer shall carry out all other duties as assigned by the President.
- F. A stipend of \$1,600 will be paid to the Secretary-Treasurer annually at the end of May.

**Section 5: Duties and Privileges of the ASAA Representative**

- A. The region shall elect one member to serve on the Executive Board of ASAA for a two-year term at the regular Spring Meeting on even numbered years and seated at the regular Winter ASAA Meeting.
- B. When the ASAA Rep. moves from the region, resigns, or is otherwise disqualified, a new representative shall be elected by the Region to complete the unexpired term. The vacancy may be filled by appointment of the President until the election can be held.

**Section 6: Powers and Duties of the Executive Board**

- A. The Executive Board shall constitute the administrative body of the organization, subject to the restraint of the ASAA Constitution and bylaws.
- B. Two-thirds majority of the Executive Board membership is required for all executive decisions. Before making any executive decision, every attempt shall be made to contact all 3 board members for their input.
- C. The Executive Board shall interpret bylaws and render decisions which do not address specific situations for which guidance is requested. The Executive Board will bring back to the Region III members those decisions for review at the next meeting.
- D. The Executive Board shall have the power to make investigations relative to violations of its rules.
- E. The Executive Board shall rule on all protests and determine the penalties, not otherwise specified, for violations of the provisions of the bylaws.
- F. The Executive Board shall have the authority to call special meetings of the Region III Association.
- G. All Executive Board Officers shall retain their voting privileges if they are the sole representatives of their school at the regular region meeting.

## **ARTICLE V: MEETINGS**

### **Section 1: Regular Meetings**

- A. The Region III Association shall hold a minimum of three meetings each school year at a site and date to be determined previously.
- B. The following activities are to occur at specific meetings:
  - 1. Tournament sites and dates will be selected and reviewed annually at the regularly scheduled winter meeting.
  - 2. Scheduling of interscholastic contests and activities for the following school year shall be conducted surrounding the regularly scheduled winter meeting.

### **Section 2: Special Meetings**

Special Meeting of the Region III Association may be called by the Executive Board. These meetings may be held by teleconference.

### **Section 3: Submission of Agenda Items**

- A. Suggested agenda items must be submitted to the secretary by members of the Region at least two weeks prior to a regularly scheduled meeting.
- B. Proposed amendments to the bylaws will be presented by article, section, and paragraphs and written in full and must be submitted to the secretary at least two weeks prior to a regularly scheduled meeting.

### **Section 4: Agenda**

- A. The secretary shall notify each member school of the time, place and agenda for each of the regular meetings no less than two weeks prior to meeting date.

### **Section 5: Action Limitations**

- A. Action shall not be taken on items not included on the official action agenda.
- B. Items not submitted in a timely manner two weeks prior may be added to the action agenda upon two-thirds majority vote of the membership.

**Section 6: Publication of Minutes**

Official minutes of the regular meetings of the Region III Association will be sent to all member schools by the secretary within 45 days following the meeting.

**ARTICLE VI: AMENDMENT OF BYLAWS**

**Section 1: Amendments**

- A. Amendments to these bylaws shall be made by a majority affirmation vote of the membership at a regular meeting, provided the proposed amendment has been distributed to member schools no less than thirty days in advance of the meeting.
- B. Amendments to bylaws may not be voted on unless they have been distributed to the general membership at least 30 days in advance of the next meeting.
- C. Amendments to bylaws shall become effective immediately following their adoption, unless otherwise indicated.

**ARTICLE VII: LOCAL CONTROL**

**Section 1: Official Representative**

The official representative of each member school shall be the principal of that school unless otherwise designated by the superintendent or chief school administrator. A verbal statement to that effect by the representative is sufficient.

**Section 2: Regional Activities**

Region III will administer its own activities provided they are not in conflict with the provisions of the ASAA Executive Board.

**Section 3: Inquires**

A school may request a Regional Executive Board Inquiry into rule violations by presenting a written request to the secretary.

**Section 4: Securing Officials**

The host school must secure officials certified by ASAA to officiate all contests for sports of Swimming and Diving, Volleyball, Wrestling, Basketball, Football, Baseball/Softball, and Hockey.

## **Section 5: Contractual Agreements**

Interscholastic competition and activities shall be bound by contracts between the schools involved. Violations of contracts shall be dealt with in accordance with ASAA regulations. No contract shall be considered valid until signed by an administrator and/or athletic director of that school.

## **ARTICLE VIII: FINANCE**

### **Section 1: Establishment of General Fund**

The secretary shall be authorized to maintain a general account entitled "Region III Alaska School Activities Association Fund." At the discretion of the Executive Board, a portion of these funds may be deposited in interest-bearing accounts. All income earned from interest bearing deposits shall accrue to General Fund.

### **Section 2: Accounting Procedures**

The Secretary-Treasurer shall be responsible for maintaining individual entries showing the monies earned, deposited, and disbursed. A report to the Region III Association shall be made at each meeting.

## **ARTICLE IX: TOURNAMENTS**

### **Section 1: Frequency, Dates, and Locations**

Regional Tournaments shall be held at sites predetermined by the Region III membership on a rotational basis for each activity. A ten-year rotational plan shall be maintained to show the order of rotation. The condition of the facility and location of other tournaments held at the same time will be taken into account when determining site locations.

### **Section 2: Tournament Board of Control**

- A. A tournament Board of Control shall be chosen for each Region III sponsored tournament that shall consist of three individuals with sufficient knowledge of that sport to render fair decisions if necessary. It is recommended that one individual be an Administrator/Athletic Director of next year's host school.
- B. In case of a dispute, the decision of the Board of Control shall be final.

### **Section 3: Tournament Director**

The host school shall be responsible for designating a Tournament Director who shall be responsible for the overall coordination of the tournament.

### **Section 4: Tournament Regulations**

Regulations and procedures for each Region III sponsored tournament shall be followed in accordance with the bylaws set forth for each sport or activity.

### **Section 5: Media**

The host school is responsible for contacting newspapers and radio stations of contracted game dates and times and is responsible for sending game results to all local newspapers of teams involved as well as the Anchorage Daily News.

## **ARTICLE X: TOURNAMENT BYLAWS**

See bylaws for each sport.

## **ARTICLE XI: SELECTION OF STATE TOURNAMENT OFFICIALS**

Only those officials who have worked this year's region basketball, volleyball, hockey, or wrestling tournaments may be nominated to work the respective state tournament. Names will be submitted to ASAA based on the votes received by coaches with the top vote receiver being the region's number one nominee.

## **ARTICLE XII: SPECIAL AWARDS**

### **Section 1: Scholar-Athlete Award**

Region III will honor students at member schools at end of the school year who meet the following criteria:

1. Participated in and completed one or more varsity sport seasons during the calendar year.
2. Earned a 3.70 GPA minimum for previous three quarters.

The Secretary/Treasurer will be responsible for ordering scholar-athlete pins and distributing them to the member schools.

### **Section 2: Distinguished Service Award**

Region III will honor retiring coaches and athletic directors who have met one of the following criteria:

1. Coached at high school level for at least fifteen years in Alaska and ten years in Region III.
2. Combination of coaching and athletic administration for at least fifteen years in Alaska and ten years in Region III.

Any member of Region III may nominate a potential recipient for this award.