



**WISCONSIN HIGH SCHOOL GYMNASTICS ASSOCIATION, INC. (WHSGA)**

**BYLAWS**

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**ARTICLE I: DEFINITION**

**Section 1: NAME**

This organization shall be known as the Wisconsin High School Gymnastics Association, Inc. (WHSGA)

**Section 2: PURPOSE**

The purpose of the organization is to establish a means for improvement, collaboration, and promotion of the sport of gymnastics through the development, recognition, and support of coaches and the athletes who participate in the sport of gymnastics. It is considered vital that we not only strive to recognize the achievements of the coaches and the young women of our sport but to also emphasize the importance of good sportsmanship, character, professionalism, and academics.

The focus of the association shall be on athletes while in season and on coaches when out of season.

**Section 3: MEMBERSHIP**

The membership shall comprise of the coaches in the sport of gymnastics as recognized by the Wisconsin Interscholastic Athletic Association (WIAA) and the National Federation of High School Associations (NFHS) as well as individual supporters of the sport of gymnastics. Membership with the association must be renewed each year.

#### **Section 4: APPLICATION FOR MEMBERSHIP**

Membership in the Wisconsin High School Gymnastics Association shall include those individuals who have successfully completed the following criteria:

- A. Completion of WHSGA registration form prior to the posted deadline
  - B. Payment of association dues based on role as a coach or supporter
  - C. Application registration is done via the association website. <https://whsga.org>
  - D. Applicants have been in good standing with the WHSGA from prior years
  - E. The term of a membership year shall run from September through May 1
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## **ARTICLE II: ORGANIZATION**

### **Section 1: ASSOCIATION PRESIDENT**

The Executive Committee shall have one active coach that shall serve as the association president.

- A. The president shall take responsibility for representation of the association in matters dealing with the WIAA and/or other organizations.
- B. The president shall work with members in setting agendas for upcoming meetings.
- C. The president shall preside over all official association meetings.
- D. The president shall be responsible for the delegation of tasks to be carried out by other executive members and/or sub-committees as needed.
- E. The president shall work with the vice president to ensure that the needs of both coaches and officials are being addressed

### **Section 2: ASSOCIATION VICE PRESIDENT**

The Executive Committee shall have one active coach that shall serve as the association vice president. The association vice president will serve as a liaison between the judges and coaches committees and provide communication as necessary.

### **Section 3: ASSOCIATION SECRETARY**

The Executive Committee shall have one active coach that shall serve as the association secretary.

- A. The Secretary shall record meeting minutes.
- B. The Secretary shall be a communication coordinator for notifying of deadlines, newsletters, and other important information to be sent.
- C. The Secretary shall ensure the Annual Report filing with the Wis. Department of Financial Institutions is completed either by coordinating with a person knowledgeable about the filing or filing themselves.
  - a. Report is due annually by September 30th.

#### **Section 4: ASSOCIATION TREASURER**

The Executive Committee shall have one active coach that shall serve as the association treasurer.

- A. The treasurer shall maintain a complete record of the association's finances
- B. The treasurer shall collect all dues, payments, and donations
- C. The treasurer shall pay all fees and other accounts payable as necessary
- D. The treasurer will ensure the 990-PF Form is filed with the IRS

#### **Section 5: ASSOCIATION ASST TREASURER**

The Executive Committee shall have the option to vote in an optional association Asst Treasurer.

- A. The assistant treasurer will assist with maintaining a complete record of the association's finances
- B. The assistant treasurer will assist with collecting all dues, payments, and donations
- C. The assistant treasurer will assist with paying all fees and other accounts payable as necessary
- D. The assistant treasurer will assist with ensuring the 990-PF Form is filed with the IRS

#### **Section 6: ASSOCIATION TECHNICAL DIRECTOR**

The Executive Committee shall have one active coach that shall serve as the association technical director.

- A. The technical director shall be responsible for the upkeep of the association website
- B. The technical director shall assist with compiling data as needed
- C. The technical director shall set up virtual meetings as required
- D. The technical director shall provide technical assistance for issues related to interaction on the website

## **Section 7: DIRECTORS AT LARGE**

The Executive Committee shall have a minimum of three Directors.

- A. Coaches Officers will automatically be appointed as a Director.
- B. Directors are not required to serve as an Officer.
- C. Directors are not required to be an active coach.
- D. Directors at large shall serve on sub-committees as directed by the President of the Coaches Branch.
- E. Directors at large shall vote on matters brought before the committee

## **Section 8: TERMS OF SERVICE**

Service on the Executive Committee shall be in two-year increments. At that time, a vote shall be cast by the current members of the executive committee for candidates interested in the open position. Candidates are welcome to run for multiple terms and are welcome to run for a different role if their current term has come to an end.

## **Section 9: REPRESENTATION**

Head coaches and assistant coaches of all member schools are eligible to attend meetings and participate in proceedings. Only one coach is required to be a member for the school district to be considered as a member school. Voting will be limited to those with a paid registration. A school district may have more than one registered member. Registered judges are eligible to attend meetings and participate in proceedings.

## **Section 10: MEETINGS**

Meetings will be scheduled and held in the following procedures:

- A. Member meetings will be held a minimum of two times per year.
  - a. Shortly after the conclusion of the prior season (online) Multiple dates will be offered and chosen based on majority vote
  - b. During the pre-season clinic (in person and online)
  - c. Additional meetings may be scheduled as needed
- B. The Executive Committee will meet a minimum of once per month to conduct business.
- C. A majority vote of those in attendance will be required to pass a motion.

It is the intent of this association to hold a clinic every year prior to the start of the season. In the event that it is not possible to hold a clinic due to weather conditions or other unforeseen circumstances, an alternate venue will be arranged for the purpose of meeting, discussing relevant issues, and disbursement of awards for coaches and officials.

## **Section 11: MEMBER COMMUNICATION**

Regular communication to members will be done through monthly newsletters during the membership year. These newsletters can be found on the association website. It will also be necessary to communicate via email to the entire membership or to subgroups within the association. These emails should always come from a current association director with a whsga.org email address to be considered as official WHSGA correspondence.

Any email communications to the members, potential members, or athletic directors that comes from another domain such as a gmail account attempting to speak on behalf of the WHSGA has not been approved by the WHSGA and should neither be considered as official nor endorsed by the WHSGA and shall have no bearing on any decisions made by the association.

Members wishing to communicate to the entire membership concerning WHSGA business by email should first contact the executive committee with the information that they would like to share. The decision to push out the information by email will be determined by the executive directors. In the event that the information is approved, a mailing will be sent from an official WHSGA account.

### **Member Forum:**

A member forum is available to all members that can be used to push information out to the rest of the members. This method is preferred as it is our desire to minimize mass mailings to the group.

## **Section 12: MEMBERSHIP STANDING**

Members are expected to be professional in character and behavior in representing themselves, their team, their school, other officials and coaches, and the sport of gymnastics. Any conduct unbecoming of a coach or official shall be considered a violation and the member would not be considered in good standing. Conduct unbecoming would include any sort of unsportsmanlike conduct observed at events, attempts to circumvent any bylaws set forth in this document, or breaking state or federal laws involving children. Consequences for loss of standing are removal of nomination and voting privileges for two years.

## **Section 13: ACCESS TO BYLAWS**

Members shall have access to this document through the association website.

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## **ARTICLE III: FINANCES**

### **Section 1: MEMBERSHIP DUES**

Each voting member shall pay annual dues as deemed necessary and determined at the annual end of season meeting. The dues are payable on or before December 1 of each year.

Annual Dues for all voting members/coaches, except for Hall of Fame, is \$100.

Hall of Fame is \$20 which is designated for clinic fees, if the Hall of Fame/Lifetime member comes to the clinic. If not attending the clinic, no additional fees are required.

Clinic fees for each additional coach, per school/team, coming to the clinic, is \$20 when another coach from the same team has paid the \$100 annual due.

Clinic fees for nonmembers are \$70.

Annual Due for all non-voting supporters is \$25. These fees would be directed primarily towards the scholarship fund. These do not include clinic fees/food or state hospitality room food.

Expenses will be reassessed each year to determine alignment with membership dues and voted upon by the members present at the end of season meeting.

Members of the executive committee shall have membership dues waived in exchange for their service to the association.

## **Section 2: ALLOCATION OF FINANCES**

Member dues will cover each of the following expenditures:

- A. Clinic Speaker Fees
- B. Clinic Food
- C. State Coaches Hospitality Room
- D. Website Hosting Costs
- E. Athlete Awards
  - a. Honor Roll
  - b. All-State
  - c. Academic All-State
  - d. Senior Scholarship
  - e. Career Achievement
  - f. Superstar 37 Club
- F. Coach Awards
  - a. Coach of the Year
  - b. Rookie of the Year
  - c. Longevity Award
  - d. Assistant Coach of the Year
  - e. Hall of Fame

Other Miscellaneous Expenses Expenditures in excess of \$200 not specifically stated in the above line items will require a majority vote of all members voting.

## **Section 3: ADDITIONAL EVENTS**

Additional events that may be offered may incur an extra fee and a minimum number of participants in order to be held.

## **Section 4: SECURITY OF FINANCES**

All funds shall be kept in a bank under the name of this organization and disbursed by the signature of the secretary/treasurer.

## **ARTICLE IV: ATHLETE AWARDS**

### **Section 1: NOMINATION AND VOTING**

You must be a registered member to nominate and vote. Any member of the coaches branch can nominate an athlete for an award or vote for an athlete if the award requires nomination and voting.

### **Section 2: HONOR ROLL**

The honor roll will be published four times per season. Once in December, once in January, once in February and once in March. Submissions must be received by the deadline to be included in the prior round. To be accepted on the honor roll, the athlete must participate as part of a member school team, be free of any athletic code violations, and have achieved a minimum score as follows on each of the individual events.

- A. Vault – 8.200
- B. Bars – 7.800
- C. Beam – 8.200
- D. Floor – 8.200
- E. All-Around – 33.000

Any team score can be submitted but only the top ten teams will be listed on the honor roll. Only the highest score achieved needs to be submitted for each athlete. An athlete's score will carry over to the next honor roll. Separate honor rolls will be published for division one and division two.

### **Section 3: ACADEMIC ALL-STATE**

Academic awards will be granted to all athletes whose grades are submitted by the deadline. To be recognized for academic all-state, the athlete must participate as part of a member school team, be free of any athletic code violations, and have achieved a minimum GPA of 3.500.

Awards are as follows:

- A. 4.000 or higher – Gold
- B. 3.750 to 3.999 – Silver
- C. 3.500 to 3.749 – Bronze

A separate list of awards will be published for division one and division two.

#### **Section 4: ATHLETIC ALL-STATE**

Athletic awards will only be eligible to athletes whose scores are submitted by the deadline. To be recognized for athletic all-state, the athlete must participate as part of a member school team, be free of any athletic code violations, and rank in the top 25 for a given team. Only one award will be given for the highest ranking that an athlete qualifies for. Once an athlete qualifies for an award, they are removed from the submissions for any further awards. This process repeats until all 25 awards are granted for each team. First team is chosen first, followed by second team, and finally with honorable mention. A separate list of awards will be determined for division one and division two.

#### **Section 5: SENIOR SCHOLARSHIP**

The senior scholarship is available to seniors only who fill out the application and submit all the materials. All submissions will be reviewed by the executive board and a single winner will be chosen for each division. The value of each scholarship shall be determined by the number of registered members. A portion of membership dues not to exceed 15% shall be used to cover the scholarship. The maximum scholarship shall be set at \$500 per division. The value of the scholarship shall be announced no later than January 15 of the current season.

#### **Section 6: CAREER ACHIEVEMENT**

The career achievement award is presented to those gymnasts who have shown a commitment to their team and have excelled in the sport of gymnastics. In order to be eligible for this award, a gymnast must be a member of a team recognized as a member of the WHSGA, have competed for the team during all four years of high school, have no code violations, and have earned a minimum of 2,000 raw points from competitions. Those achieving this award will earn a permanent place on the WHSGA website.

#### **Section 7: SUPERSTAR 37 CLUB**

This elite level award is granted to those gymnasts who have earned a 37.000 or more all-around. To be recognized for this achievement an athlete must have performed on a team who is a member of the WHSGA during the same year that the 37.000 mark was achieved. The member coach must submit copies of the signed scoresheets from the event, and the athlete must not have any code violations. Those achieving this award will earn a permanent place on the WHSGA website.

## **Section 8: AWARD DELIVERY**

Awards may be picked up at the State Tournament by the athlete themselves or by a member of the coaching staff of the athlete's team. Additional different venues could potentially be available from year to year. If agreed upon by membership, the time and location of the additional award pick up opportunities shall be communicated prior to the state competition. Athlete awards will not be given to another athlete, family member, friend, or other individual. Athlete awards will not be mailed. Printed awards such as certificates may be offered on the website as a download that can be printed off at the convenience of the coach or athlete.

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## **ARTICLE V: COACHING AND OFFICIALS HONORS**

### **Section 1: NOMINATION AND VOTING**

You must be a registered member to nominate and vote. Coaches cannot nominate themselves for an award but are welcome to vote for themselves if on the ballot.

Nominations for those who do not meet the minimum eligibility requirements will be removed from the list and the individual who submitted the nomination will be notified.

A member may nominate as many deserving candidates as they wish but only one vote can be cast.

### **Section 2: ROOKIE OF THE YEAR**

Rookie of the Year awards are for new head coaches with less than five years of experience as a head coach but minimally in their second year. In order for a coach to begin their second year of coaching, they are either a licensed teacher or they have completed the requisite training to meet eligibility requirements as a coach not licensed to teach. In addition, the coach must be part of a member team of the WHSGA.

### **Section 3: ASSISTANT COACH OF THE YEAR**

To be eligible for this award, coaches should at least have completed their first year of coaching and be in their second year of coaching in an assistant position. In order for a coach to begin their second year of coaching, they are either a licensed teacher or they have completed the requisite training to meet eligibility requirements as a coach not licensed to teach. In addition, the assistant coach must be part of a member team of the WHSGA.

### **Section 4: COACH OF THE YEAR**

Coach of the Year awards are awarded to head coaches with a minimum of five full years of experience as a head coach. In addition, the coach must be part of a member team of the WHSGA.

### **Section 5: LONGEVITY AWARD**

For head coaches and assistant coaches who have reached milestones in service. Awards will be offered at five-year intervals beginning with year number five. The number of years can be any combination of roles but should be discrete years.

## **Section 6: HALL OF FAME**

Nominations for the Hall of Fame do not need to be currently active coaches or judges, however, the person making the nomination needs to be a current member. A Hall of Fame candidate should be a coach with a minimum of 20 years who is either active or retired.

Those inducted into the Hall of Fame will be granted a lifetime membership to the WHSGA.

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## **ARTICLE VI: JUDGES**

The Judges group will be periodically asked if they want to formally join the association. Upon approval to join, bylaws will be amended to account for a judges branch of the association.

Judges currently in the Hall of Fame will continue to be granted lifetime membership.

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## **ARTICLE VII: SUPPORTERS**

Supporters are non-voting members of the association with exceptions given to those serving on the Board of Directors.

Judges are invited to join the association as a supporter of the WHSGA. Annual fees will be required.

Supporters can serve as Directors.