



Official Guidelines and Handbook

Constitution, Bylaws, and Game Management Manuals

2023-2024

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Southern Idaho Conference



Constitution

Pages 4 - 12

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Article I

SIC Superintendents Mission & Core Values

A. Mission Statement

As members of the Southern Idaho Conference, we unite under a common purpose to foster excellence in education, athletics, arts, and activities within our schools. Committed to upholding the highest standards, we pledge to provide a nurturing environment where every student can thrive academically, athletically, and socially.

Our Mission Is To:

Cultivate Academic Excellence: We are unwavering in our commitment to academic rigor, innovation, and equity. We strive to empower each student with the knowledge, skills, and confidence needed to succeed in a dynamic world.

Champion Athletic Achievement: We believe in the power of sportsmanship, teamwork, and healthy competition. Our schools will support athletes in their pursuit of excellence, promoting physical well-being, discipline, and leadership.

Celebrate the Arts and Extracurriculars: We recognize the importance of a well-rounded education. Our schools will provide a diverse range of activities, clubs, and programs that inspire creativity, cultivate talents, and build character.

Foster Sportsmanship: We embrace the challenges of extracurriculars and work to foster a positive competitive environment. Our schools will be safe and welcoming spaces for students of all backgrounds and abilities.

Engage the Community: We understand that the success of our schools is intertwined with the support of our communities. We will actively engage with parents, guardians, businesses, and civic organizations to ensure the holistic development of our students.

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Lead with Integrity: We pledge to lead by example, demonstrating unwavering integrity, transparency, and accountability in all our actions. We will continuously seek improvement and innovation in our educational practices.

By embodying these principles, the Southern Idaho Conference aspires to create a brighter future for our students, preparing them to become responsible, well-rounded citizens who contribute positively to our community, state, and beyond. Together, we are dedicated to raising the bar for excellence in academics, athletics, arts, and activities, making a lasting impact on the lives of those we serve.

B. Core Values

a. Commitment to student academic and social success includes:

- i. Ensuring that all students clearly understand the academic standards and expectations of a quality education.
- ii. Honoring student individuality and accepting the responsibility to educate students according to their diverse needs.
- iii. Listening actively to, and valuing, student input with compassion and understanding.
- iv. Assuming the responsibility to provide students with safe learning environments and positive adult role models.
- v. Supporting positive competition within the SIC with a commitment to creating opportunities for all students to succeed in extracurricular activities.
- vi. Continually demonstrating an understanding that decisions based on the needs of SIC students may affect the entire student population in the State of Idaho.

b. Commitment to administrative teamwork includes:

- i. Valuing and respecting diverse perspectives and abilities.
- ii. Demonstrating empathetic support when colleagues experience difficult issues.
- iii. Placing a high priority on listening to colleagues followed by open, honest and timely communication.
- iv. Being true to those not present and respecting confidentiality.
- v. Demonstrating unity of focus and shared decision-making.
- vi. Supporting each colleague through positive and specific recognition.

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c. Commitment to supporting the contributions and efforts of employees include:

- i. Recognizing diverse talent and actively providing staff with positive and specific recognition of contributions to the SIC.
- ii. Demonstrating, through active listening, an honest and caring regard for the concerns expressed by employees of the SIC.
- iii. Striving to actively support professional development in the SIC.
- iv. Placing a high priority on involving staff in the decision-making process.

d. Commitment to patrons includes:

- i. Recognizing that patrons have entrusted us with the welfare of their children and that we will demonstrate responsible stewardship in this regard.
- ii. Routinely demonstrating appreciation of patron support.
- iii. Respecting the diversity of the family unit.
- iv. Listening actively to patron suggestions and concerns, followed by open and honest feedback.
- v. Advocating to patrons the importance of strong extra-curricular activities in the SIC.
- vi. Expecting patrons to hold us accountable for maintaining and emphasizing high student achievement and sound fiscal management.

Article II

Name

- A. The official name of the conference will be the Southern Idaho Conference (SIC). The conference will have two classifications. The schools of the SIC will be classified accordingly:

Classification 5A

Boise
Borah
Capital
Centennial
Eagle
Kuna
Meridian
Middleton

Southern Idaho Conference

Mountain View

Nampa

Owyhee

Rocky Mountain

Timberline

Classification 4A

Bishop Kelly

Caldwell

Columbia

Emmett

Ridgevue

Skyview

Vallivue

- B. A meeting of member school principal/athletic directors to evaluate scheduling and district tournaments will be held at the end of each sport season. Each athletic season will be reviewed upon completion.
- C. Scheduling allegiance to conference membership is expected.

Article III

Membership

- A. High schools not belonging to the SIC may become full members by complying with the following requirements:
 - a. Submitting a letter of request to the superintendents. The superintendent of the school requesting admission will sign the request.
 - b. Being accepted by a two-thirds vote of membership of the SIC superintendents.
 - c. Applying for membership in the conference at any time; the application will be considered at the next regularly scheduled SIC superintendent meeting following its receipt.
 - d. Complying with IHSA requirements for admission to the conference.
- B. Schools wishing to withdraw from the conference must signify their intent in writing one year in advance of the spring meeting at which time the request will be considered.

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Article IV

Representation & Conflict Resolution

- A. The official representatives for the SIC superintendents includes:
 - a. The superintendent of each member district.
 - b. The SIC AD representative of each conference level (4A and 5A).
 - c. The SIC principal representative.

- B. In decision-making matters, each member school shall have one vote, which may be cast by the attending superintendent of that school or his/her designee.
 - a. Process of resolving conference indecision/conflict:
 - i. Presentation/discussion/motion/vote at the AD level.
 - 1. Simple majority vote will be used to either pass or deny the motion.
 - 2. If a vote results in a tie, the motion fails.
 - 3. In the event a motion results in a tie vote, a new motion needs to be put forward. After further discussion a new vote will take place.
 - 4. In the event that motion is not resolved at the AD level, the issue will be presented to the SIC principals.
 - ii. Presentation/discussion/motion/vote at the principal level.
 - 1. Simple majority vote will be used to either pass or deny the motion.
 - 2. If a vote results in a tie, the motion fails.
 - 3. In the event a motion results in a tie vote, a new motion needs to be put forward. After further discussion a new vote will take place.
 - 4. In the event that motion is not resolved at the principal level, the issue will be presented to the SIC superintendents.
 - iii. The SIC superintendents include the superintendent of each member district. They have final authority and each superintendent's total votes will be based on the number of member high schools from his/her district.

- C. SIC Decision Making Procedure
 - a. To maintain clear and open communication among activities directors, principals, and superintendents of the Southern Idaho Conference the following procedures should be followed when making new proposals or changes to the SIC handbook.
 - i. Activities Directors

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1. When a proposal/change comes from the activities directors it must be moved to the principals with a majority vote. Principals will review, discuss, and then vote on the proposal/change. A majority vote is needed to move it to the superintendents. The principal representative for the superintendents will place the proposal/change on the superintendent's consent agenda to be voted on by the superintendents. A majority vote is needed to finalize the proposal/change.
- ii. Principals
 1. When a proposal/change comes from the principals, they will vote on any proposal/change. A majority vote is needed to move it to the superintendents. The principal representative for the superintendents will place the proposal/change on the superintendent's consent agenda to be voted on by the superintendents. A majority vote is needed to finalize the proposal/change.
- iii. Superintendents
 1. When a proposal/change comes from the superintendents, they will vote on any proposal/change. A majority vote is needed to approve a proposal/change to the SIC Handbook.
 2. Superintendents have the opportunity to review, discuss, and add to consent agenda before superintendents approval.

Article V

Officers

- A. The SIC will be governed by the member superintendents.
- B. Officers of the SIC will be a chairperson, vice chairperson, and secretary.
- C. The Treasurer position for the SIC will be attached to the President of the ADs. It may be filled by their bookkeeper, themselves or designee.
- D. The term of office for all officers shall be two years. Each term shall begin on July 31st or year one and end on July 31st of year three.

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<i>2023 - 2024 Officer Positions</i>				
	Chairperson	Vice Chairperson	Treasurer	Secretary
4A/5A ADs	Caldwell	Vallivue	Caldwell	Mt. View
4A ADs	BK	Columbia	N/A	Emmett
5A ADs	Capital	?	N/A	Eagle
Principals	Vallivue	Owyhee	N/A	Emmett
Superintendents	Boise	?	N/A	Vallivue

<i>2024 - 2026 Officer Positions</i>				
	Chairperson	Vice Chairperson	Treasurer	Secretary
4A/5A ADs	Caldwell	Vallivue	Caldwell	Rocky Mt.
4A ADs	BK	Columbia	N/A	Emmett/Skyview
5A ADs	Capital	?	N/A	Eagle
Principals	?	?	N/A	?
Superintendents	?	?	N/A	?

Article VI *Officers' Duties*

- A. It will be the duty of the chairperson or president at all three levels to:
- a. Preside at the SIC meetings.
 - b. Represent the conference at public occasions.
 - c. Appoint all necessary committees.

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- d. Perform the duties delegated to him/her by the SIC superintendents.
 - e. Perform the duty of press agent for the SIC superintendents during her/her term of office.
- B. It will be the duty of the vice chairperson or president elect to:
 - a. Perform the duties of chairperson or president in his/her absence.
 - b. Perform any duties delegated to him/her by the chairperson or president.
 - c. After a two year term, become chairperson or president.
- C. It will be the duty of the secretary to:
 - a. Keep the notes of all meetings of the SIC.
 - b. Disseminate notes after each meeting.
 - c. Disseminate minutes prior to each meeting in order to gain input prior to approval of the next meeting.
 - d. Conduct all correspondence of the conference, including notices of the meetings to all members of the SIC superintendents.
- D. It will be the duty of the treasurer to:
 - a. Keep, as directed, all records of the SIC.
 - b. Maintain proper accounting procedures and include an annual audit.
 - c. Pay all bills and invest funds to gain interest.
- E. The officers will be compensated with a yearly stipend.
 - a. President - \$500
 - b. Secretary - \$150
 - c. Bookkeeper - \$400

Article VII

Election of Officers

- A. Candidates for office must have two years of SIC experience.
- B. Election of officers will take place at the May SIC meeting.
- C. Election will be by a simple majority with each attending member having one vote. Vacancies in elective offices occurring prior to the completion of a term office will be filled as soon as possible in a simple majority election.
- D. The position of 4A/5A President shall rotate between the two classifications every two years.
 - a. Candidates shall be nominated and voted upon.

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- E. The same voting process will be used to determine the 4A AD President/Secretary and 5A AD President/Secretary.

Article VIII ***Meetings***

- A. The SIC superintendents will hold meetings as called by the chairperson.
- B. All superintendents/designees are expected to attend the regularly scheduled meetings.
- C. A quorum will consist of 50% of SIC superintendents plus one.
- D. To be approved, all motions proposed during the meeting of superintendents, must have a simple majority.
- E. Classification 5A and Classification 4A may meet separately for scheduling or other league business.

Article IX ***Amendments***

- A. This constitution may be amended by member schools of the SIC superintendents if:
 - a. A proposal is submitted to the chairman of the SIC superintendents a minimum of two weeks prior to a regularly scheduled meeting.
 - b. An amendment is ratified by a simple majority vote of the SIC superintendents.

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Bylaws

Pages 13-19

I - Conference Alliances

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- A. The conference will participate as a Classification 5A and Classification 4A league in all interscholastic activities sponsored by the IHSAA and the member schools.
- B. The conference consists of Grades 9-12.
- C. Conference schedules are binding.
- D. If a member school is unable to participate in any activity, its principal designee must request an exemption from the conference in advance of the activity (extraordinary situation/circumstances will be considered on an as-needed basis).

II - Awards

- A. Separate classification All Conference teams will be selected through All Conference voting procedure guidelines (See Game Management Manual).
- B. Sophomores, junior and seniors on varsity IHSAA sponsored athletic teams who have maintained a 3.5 GPA will be awarded "Academic All Conference" certificates. Freshman may be added after the first cumulative grading period.
- C. The District III Board of Control (BOC) will only award district plaques and medals, except for football.
- D. Sub-varsity plaques or certificates will be provided for first place only. They will be traveling plaques for the 4A Classification and non traveling plaques for the 5A Classification. Plaques will be purchased by each classification for all the sub-varsity tournaments.
- E. It is the responsibility of the athletic directors' president or president elect to order certificates and sub varsity plaques for the year.

III - Equity

- A. The SIC is committed to addressing the gender equity issue in regards to athletics and activities. The conference is aware of the intrinsic value of properly conducted interscholastic activities for both young men and women.
- B. Equity management will be enforced and monitored.

IV - Penalties

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- A. A principals' committee will be made up on five principals who are appointed by the SIC principals' president. This committee will convene on an as-needed basis to review absences, conference violations and/or procedural interpretations.
 - a. On the committee there will be two principals from the 5A classification and two principals from the 4A classification. The fifth principal can be from either of the classifications. This committee will make recommendations and determine consequences and penalties.
 - b. All recommendations will be presented to all the SIC Principals' who will vote on whether or not to accept the recommendation.
- B. The committee will review alleged violations and interpretations that are specific to the provisions of the constitution, bylaws and game management manual.
- C. To appeal the decision of the SIC principals, the issue must receive a two-thirds majority vote from all the superintendents.
- D. Any violation could result in any or up to all of the following:
 - a. Forfeiture
 - b. Fine
 - c. Coaching Suspension
 - d. Player Ineligibility
 - e. Additional sanctions

V - Game Management

- A. The SIC schools will use the approved hand salute during the *Pledge of Allegiance*. Students are to stand, face the flag, remove helmets/hats, place the right hand over the heart, and remain motionless during the *National Anthem* until the colors are retired.
- B. Administrative Supervision Guidelines
 - a. The host school will provide supervision at every home event.
 - b. Visiting schools will assist in supervision at Varsity Football and Boys Varsity Basketball games. Other events may require supervision coverage on an as-needed basis. When applicable, visitor's management should check in with the ticket desk and seek home administration.
 - c. If member schools are unable to follow the guidelines it is the responsibility of the principal or designee to contact the opposing member school.
- C. Ticket prices will be as follows:
 - a. Event Prices
 - i. Varsity, Sub varsity and District Tournaments

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\$6.00 - Adults and students without activity cards

\$4.00 - Students with activity cards

\$3.00 - Senior citizens

\$3.00 - Elementary students

FREE - Preschool & under

- D. When a conference school's team travels to another area for a game/contest, the student activity ticket price will remain in effect when a student presents his/her school's activity card. Individual schools will govern admission fees for college students and active or veteran military and cell phones with pictures of IHSAA passes, SIC passes and activity cards.
- E. The following groups/persons shall, when participating in the specific event, obtain free admission, with proper I.D. and student activity card:
 - a. Band members
 - b. Dance/drill team members when performing.
 - c. Cheerleaders in uniform.
 - d. Chaperones and bus drivers.
 - e. Student trainers, statisticians, managers.
- F. Radio stations planning to carry SIC contests shall send their broadcast schedules to the school(s) where the broadcasts are to originate. Permission to carry contests will be granted by the school's acceptance of the broadcast schedule. A minimum of a week's prior notice will be given to the host school.

VI - Starting Times

- A. Fall Sports
 - a. Cross Country - 4:30 PM or later **
 - b. Football - 7:00 PM - varsity
 - c. Sub-Varsity Football - 4:30 PM or later **
 - d. Volleyball - 4:30 PM or later
 - e. Soccer - 4:00 PM or later **
 - f. Swimming - 5:15 PM or later pending pool availability
 - g. Golf - Suggested 3:00 PM pending course availability
- B. Winter Sports
 - a. Boys' and Girls' Basketball - 4:30/6:00/7:30 PM. Saturdays will vary by school
 - b. Wrestling - 4:00 PM or later

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C. Spring Sports

- a. Baseball/Softball - 5:00 PM or later **
- b. Track - 4:00 PM field events; 4:30 PM running events post-DST
- c. Tennis - 4:30 **

** When Possible**

VII - Sportsmanship

- A. It is a major goal of the SIC to maintain a high standard of sportsmanship in all its athletic events.
- B. The following define aspects of good sportsmanship:
 - a. Cheering for teams in a positive manner; promotion of good citizenship for both spectators and athletes is encouraged.
 - b. Making every effort by school personnel, students, and patrons to extend courtesy to visiting opponents and officials.
 - c. When performing at athletic competitions, pep bands may play before the game, at time outs, quarters, at half times, or during dead ball situations. Playing during a live ball is prohibited.
 - d. SIC schools will adhere to the sportsmanship guidelines outlined by the IHSAA:
 - i. Cheerleaders
 - 1. Appropriate conduct and appearance.
 - 2. Respect the flag, *National Anthem*, opponents, and officials.
 - 3. Appropriate choice in timing of cheers and chants; courtesy towards opponents and officials; crowd control before, during and following the game.
 - ii. Cheering Section (student body, pep club, adult fans)
 - 1. Demonstrating respect for the flag, *National Anthem*, opponents and officials.
 - 2. Demonstrating courtesy towards opponents, officials, and school administrators before, during and after the game or contest.
 - 3. Observing completely all conference regulations, policies and procedures, including:
 - a. No noise makers
 - b. No throwing of items or debris
 - c. Eliminating intentional distractions during the game or contest

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4. Student sections in basketball and volleyball games will not be allowed to cheer from the floor level. All students must be on the first bleacher/row. Students are also not allowed on the floor at the conclusion of the contest.
- iii. Team and Coach
 1. Demonstrating respect for the flag, *National Anthem*, opponents, and officials.
 2. Displaying a sportsman-like attitude by players, coaches, and bench throughout the game or contest.
- iv. Unacceptable Behavior
 1. Banners/posters/flags that are personal, negative, vulgar, or unsportsmanlike.
 2. Throwing objects onto the playing area. Unsportsmanlike chanting and/or creating unsportsmanlike distractions during games or contests.
 3. Booing, chanting, or any derogatory phrase directed toward any player, school, coach or official.
 4. Full face painting (partial face painting is acceptable).
 5. Not wearing a shirt or “being shirtless”. Body (chest) painting is prohibited.
 6. Taunting, baiting and displays of inappropriate behavior toward players, coaches, administrators, and cheering sections.

Reading of the SIC and/or IHSAA sportsmanship announcement is required immediately before the announcement of the starting line up at all events where a public address system is being used.

VIII - Profit/Deficit

- A. Each member school will pay an annual fee of \$500.00 to the conference for grades 9-12. Fees may be waived or assessed on an as-need basis determined by the SIC ADs/principals/superintendents.
- B. All annual fees are to be paid by June 1st of each school year.
- C. SIC funds may be used to pay expenses approved by the conference members.
- D. All sub varsity district tournament profits shall be remitted to the SIC general fund.
- E. All sub varsity district tournament losses will be recovered by the conference.

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- F. All varsity district tournament profits/deficits will be distributed among all participating 5A and 4A schools separately.
- G. A financial report identifying all transactions and addendums to Article VIII shall be prepared and distributed monthly.

IX - Miscellaneous Information

The constitution and bylaws will be reviewed annually with principals and ADs in the September meeting.

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Game Management Manual

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Tournament Host Rotation Schedule

4A SIC Tournament Rotation			
Sport/Level	2023-2024	2024-2025	Schedule Builder
Girls Soccer			Caldwell
Varsity	Bishop Kelly		
JV	Columbia		
Boys Soccer			Caldwell
Varsity	Columbia		
JV	Emmett		
Cross Country			Coaches/Bishop Kelly
JV/Varsity	Vallivue		
Volleyball			Skyview
Varsity	Skyview		
JV	Ridgevue		
Sophomore	Ridgevue		
Football			Caldwell
Varsity	District Champion	District Champion	
Swimming			5As/Deb Hill
Varsity	Nampa		
Girls Basketball			Emmett
Varsity	Vallivue		
JV	Bishop Kelly		
Sophomore	Caldwell		
Boys Basketball			Emmett
Varsity	Columbia		
JV	Emmett		
Sophomore	Ridgevue		

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Wrestling			Columbia
Varsity	Caldwell	Bishop Kelly	
Girls Wrestling	Columbia		
Baseball			Vallivue
Varsity	Skyview		
JV	Vallivue		
Softball			Vallivue
Varsity	Bishop Kelly		
JV	Caldwell		
Track & Field			Coaches
Varsity/JV	Ridgevue		
Tennis			Skyview
Varsity	Vallivue		
JV	Ridgevue		
Golf			Coaches/Bishop Kelly
Varsity	Ridgevue		
JV	Skyview		
Cheer	Ridgevue		
Dance	Columbia		
Speech			
Debate			
Drama			

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5A SIC Tournament Rotation			
Sport/Level	2023-2024	2024-2025	Schedule Builder
Girls Soccer			Timberline
Varsity	Rocky Mt./Mt. View		
JV	Middleton		
Boys Soccer			Timberline
Varsity	Centennial/Meridian		
JV	Boise		
Cross Country			Coaches
JV/Varsity	Capital		
Volleyball			Timberline
Varsity	Owyhee		
JV	Capital		
Sophomore	Rocky Mt.		
Football			Timberline
Varsity	Eagle		
Swimming			Rocky Mt
Varsity	Rocky Mt./Centennial		
JV	Rocky Mt./Centennial		
Girls Basketball			Timberline
Varsity	Middleton/Owyhee		
JV	Centennial		
Sophomore	Rocky Mt		
Boys Basketball			Timberline
Varsity	Capital/Eagle		
JV	Kuna		
Sophomore	Boise		

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Wrestling			Centennial
Varsity	Borah		
Girls Wrestling	Columbia		
Baseball			Boise
Varsity	Rocky Mt/Owyhee		
JV	Mt View/Meridian		
Softball			Boise
Varsity	Boise/Timberline		
JV	Eagle		
Track & Field			Capital
Varsity			
JV	Rocky Mt		
Tennis			Capital
Varsity	Middleton		
JV	Centennial		
Golf			Borah
Girls Varsity			
Girls JV			
Boys Varsity			
Boys JV			
Cheer	Ridgevue		
Dance	Columbia		
Speech			
Debate			
Drama			

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Varsity District Tournament Manager Fee Schedule

Non-Revenue District Tournament expenses shared by participating schools as needed.

A. The fee schedule will be reviewed annually in September.

a. Soccer	\$25 per game
b. Volleyball	\$25 per game
c. Cross Country	\$400 per manager (Both 4A & 5A)
d. Swim	\$20 per school
e. Basketball	\$25 per game
f. Wrestling	\$400 per manager (4A, 5A, and Girls)
g. Tennis	\$30 per school
h. Golf	\$15 per school
i. Softball	\$25 per game
j. Baseball	\$25 per game
k. Track	\$30 per school
l. Cheer/Dance	\$20 per school
m. Speech	\$10 per school
n. Debate	\$10 per school
o. Drama	\$100 - one fee only
p. DIII Marching Band Festival	\$300

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Sub Varsity District Tournament Manager Fee Schedule

A. The fee schedule will be reviewed annually in September.

a. Soccer	\$140 if at one site \$120 if at two sites
b. Volleyball	\$100
c. Golf	\$75
d. Basketball	\$140
e. Tennis	\$100
f. Softball	\$100
g. Baseball	\$140 if at one site \$120 if at two sites

**** School District Payroll Policy (Fica, Persi, etc...) will apply.**

A detailed Financial Statement of Reconciliation must be turned into the SIC President at the conclusion of the tournament (within 14 days)!

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Tournament Worker Management Fees

Ticket Sellers

One Game \$40 per game

Ticket Takers and Door Security

One Game \$40 per game

Administrative Game Supervision

\$25 per hour

Event Security

\$15 per hour

General Work Assignments

Timer/Scoreboard \$40 per game/session

Announcer \$40 per game/session

Official Book \$40 per game/session

Athletic Trainer

\$50 per game or \$100 for a night session or a maximum of \$200 for an all day event or a 1 day tournament

Specific Work Assignments**

Ground Crew \$50 per day (Baseball/Softball)

Announcer \$150 per day (Wrestling)

\$100 per day (Track)

Bookkeeper \$25 per day

Site Specific Assignments Requirements

Custodial TBD - Varied rates within school districts

Police TBD - Varied rates within school districts

A detailed financial statement of reconciliation must be completed and sent to the SIC President and to each building AD at the conclusion of the tournament.

Varsity Tournaments reconciliation must also be sent to the secretary of the District III Board of Control (BOC)

End of season coaches' meeting meal expenses will be added to the district tournament expenses up to \$150. If there is no reconciliation, the bill for the dinner will be sent to the SIC President.

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District tournament hospitality room expenses will not be covered by the SIC. The host school will provide meals from building athletic budgets.

Outside contracts will be negotiated/voted by conference ADs

Reconciliation Statement Form

Link: [DIST RECON .xlsx](#)

SOUTHWEST IDAHO ACTIVITIES ASSOCIATION "STATEMENT OF RECEIPTS AND EXPENDITURES"

EVENT _____
HOST SCHOOL _____
DATE _____

RECEIPTS

1. GATE RECEIPTS	\$ _____
2. LESS SALES TAX	\$ _____
3. NET GATE	\$ _____
4. ENTRY FEES	\$ _____
5. TOTAL NET RECEIPTS\$ _____

EXPENDITURES

1. 10% OF TOTAL NET GATE (LINE 3) TO SW ACT. ASS'N	\$ _____
2. PRINTING (ATTACH ITEMIZED LIST)	\$ _____
3. EQUIPMENT (ATTACH ITEMIZED LIST)	\$ _____
4. EXTRA LIGHTS (OUTSIDE ONLY) \$ _____ PER HOUR	\$ _____
5. CUSTODIANS (ONLY IF EXTRA) \$ _____ PER HOUR	\$ _____
6. POLICE	\$ _____
7. HELPERS/WORKERS (ATTACH LIST)	\$ _____
8. RENT (CHARGEABLE ONLY IF NOT OWNED BY DIST. SCHOOL)	\$ _____
TO WHOM PAID _____	
9. PERSI AND FICA	\$ _____
10. MANAGERS FEE (SEE SCHEDULE)	\$ _____
11. OFFICIALS OR JUDGES (ATTACH ITEMIZED LIST)	\$ _____
12. OTHER EXPENSES (ATTACH ITEMIZED LIST)	\$ _____
13. MEAL AT COACHES MEETING (UP TO \$150)	
TOTAL EXPENDITURES\$ _____
 TOTAL DISTRIBUTION OF FUNDS	\$ _____
 DIVIDEND TO PARTICIPATING SCHOOLS OR BALANCE TO SIC PRESIDENT	\$ _____

PLEASE SEND 1 COPY OF "STATEMENT OF RECEIPTS AND EXPENDITURES", ALONG WITH ONE COPY OF ATTACHMENTS AND **10% CHECK** (MAKE CHECK TO S.W. DISTRICT A.A.) TO:

Kimber Chrz, Eagle High School, 574 N. Park Ln., Eagle, ID 83616

SEND ONE COPY OF "STATEMENT OF RECEIPTS AND EXPENDITURES" TO THE PRINCIPAL AND AD OF EACH PARTICIPATING SCHOOL.

Notes to Bookkeeper and AD

1. Every HOST SITE will complete this form and include it with each check sent.
2. If you have a positive balance, then do the following (Use this form):
 - a. Submit a check to the SIC and mail to the current SIC President

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- b. Submit a check to the SWAA
- 3. If you have a negative balance, use the other form (See attachment above - This removes the payments to the SWAA)
 - a. Submit the form and request for reimbursement to the SIC President
 - b. DO NOT submit a check to the SWAA, but still send in the form

****NOTE:** The Primary host of the tournament will collect RECONS and CHECKS from each secondary site, to include the play-in sites. All Secondary sites use Secondary Recon forms (See attachment above)

Tournament Media Policy

- A. Radio stations/media wishing to broadcast/webcast any or all of the district tournament events must adhere to the following conditions:
 - a. All broadcast/webcast contracts must be made with the tournament manager one week prior to the beginning of the tournament.
 - b. The radio station(s) must also have the permission of the activity director for the school from which they will be broadcasting.
- B. Radio/media stations should be in good standing with the school administration by:
 - a. Contacting the AD at the beginning of each sport season to establish and adhere to all guidelines and procedures set forth by the school.
 - b. Contacting the school administration about broadcasting games at least one week ahead of the game date.
 - c. Being at the school at least one hour prior to game time to set up.
- C. Delayed television broadcasts/webcasts will be considered; terms and fees will be negotiated prior to the event.
- D. Webcast/IHSAA and Individual School Policy governs webcasting.

Athletic Procedures

- A. The tournament manager of any athletic tournament will have the tournament information released to the media and each school in the conference prior to the tournament.
- B. At the conclusion of each sport season, a coaches' meeting, headed by a coach and/or representative of the conference ADs, will be held to recognize the achievements of conference student athletes. This meeting must be conducted prior to the start of said sports district competition. Exceptions would be cross country and football.
- C. The IHSAA will handle state representation annually.
- D. If two schools have both qualified for a state "play-in" game, a tournament game will not be held to determine seeding. The higher seed will be the higher representative.

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- E. Seniors are not allowed to play at the sub varsity level in the following team sports: football, volleyball, soccer, basketball, baseball and softball. Vote of league ADs required for extenuating circumstances.
- F. All food or beverage purchased outside host concessions areas are not allowed into SIC athletic/activity events. Food brought in by teams/for teams is considered appropriate.
- G. Students are only allowed to compete in one (1) district tournament per sport.
- H. Senior night protocol: The SIC will allow each senior participant to be recognized in the following areas only:
 - a. Name
 - b. Escort
 - c. Future Educational/Vocational plans

Tie-Breaker System

Team Sports

***** See special tie-breakers for football and soccer**

- A. Conference Record
- B. Head to Head
 - a. 3 or more tied:
 - i. Record among tied teams against each other
 - 1. Back to head to head for remaining tied teams
- C. Top Down - Record against higher seeds of common opponents in conference.
- D. Azzie System
- E. Coin Flip - Seeding only
 - a. To be performed on the first day following the last regular season contest.
 - b. The President of the ADs will organize and monitor the coin flip.
 - c. Winner of the coin flip is the highest seed.
 - d. If after the coin flip there is still a tie between any remaining schools, follow the B, C and D procedure again in that order.

4A & 5A “Azzie” Tie Breaker System for Seeding Purposes

- A. The higher seed will be the winner of the contests between the two teams involved in a tie.
- B. If three or more teams tie, the higher seeds will be the team that defeated the other teams involved in head to head competition.

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- C. If two teams split or three or more teams tie and no head to head decision can be made, the higher seed will be determined by using the point system as follows:
- a. A victory will count as a “plus” for the winning team and a “minus” for the losing team depending upon the final margin of victory.
 - i. Example of a two way tie:
 1. Team A defeats Team B by 4 points in their first contest.
 2. Team B defeats Team A by 9 points in their second contest.
 3. Team A receives 4 points for the first contest and -9 for the second contest.
 4. Team B receives -4 points for the first contest and 9 points for the second contest.
 5. Team B is the higher seed with +5 points versus Team A’s -5 points.
 - ii. Example of a three way tie:
 1. Team A defeated Team B by 4 points in the first contest.
 2. Team C defeated Team A by 6 points in the first contest.
 3. Team B defeated Team C by 1 point in the first contest.
 4. Team B defeated Team A by 5 points in the second contest.
 5. Team A defeated Team C by 3 points in the second contest.
 6. Team C defeated Team B by 9 points in the second contest.
 7. Team A’s points are +4, -6, -5, +3 for a total of -4 and 2nd highest seed.
 8. Team B’s points are -4, +1, +5, -9 for a total of -7 and the 3rd highest seed.
 9. Team C’s points are +6, -1, -3, +9 for a total of +11 and the highest seed.
- D. Only the games between the teams involved in the tie will be used to determine the higher seed. If the games between the tied teams cannot break the tie, the other league games will be added into the formula from top down.
- F. There will be a “cap” for the amount of points that can be counted to prevent teams from “running up the score”. If a team scores more than the “cap” only the number of points of the “cap” will be used in the formula.
- a. Football - 14 points maximum
 - b. Basketball - 10 points maximum
 - c. Baseball/Softball - 7 points maximum
 - d. Soccer - 6 goals maximum

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- G. If teams are still tied at the end of the point formula, then a coin flip will be used to determine the higher seed.
- H. Volleyball will be decided by the number of games won within a match. No cap is necessary since the most games that they play are 5.
 - a. Ties will be broken by using i and ii above. Substitute games for points to arrive at the tie breaker.

Team/Individual Sport Information

Cross Country

- A. No team or individual shall participate in more than 8 meets per season with no more than 2 meets per week.
- B. State representation is as follows:
 - a. Teams qualifying will be determined by the IHSAA.
- C. A coaches' meeting headed by a representative of the conference ADs will be held at the end of the season. They will communicate the format of the district tournament and discuss the season and suggestions for the future.

Football

- A. No team shall participate in more than nine regular season games.
- B. Game ties are resolved by the 10-yard line overtime IHSAA rule.
- C. State playoff representation is determined by the IHSAA.
- D. 4A/5A Mercy Rule: At any time in the fourth quarter, if a team is ahead by 40 points, a running clock will be used for the remainder of the game. The clock will only stop for time-outs, injuries, and after a score.
- E. Sub Varsity Levels:
 - a. Freshman play in SIC League
 - b. Junior Varsity (JV) play in SIC League
 - c. Games should be played on Thursdays if possible.
- F. Three-way Tie Game Organization
 - a. A neutral site and game time will be agreed upon by the schools involved. Participating schools will not be allowed to host. The game(s) will be played on the first Monday after the regular season ends.
 - b. Uniforms to be announced.
 - c. There will be a ten minute break between games.

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- d. Each school will have at least one administrator present for crowd control and/or security.
- e. First round bye is determined by a coin flip.
- f. The team with the first round bye will play the loser of the first game. After the second game, the first round winner will play the first round bye team, if necessary. Head to head competition will come into play in the tie situation involving just two remaining schools.
- g. If all three teams complete the three rounds and they are still tied, the ball will be placed on the 10 yard line (it will no longer start at the 40 yard line) and continue the round robin until a team wins the mini playoff.
- h. When a team wins two games in a single round, it will be the winner of the playoff. The remaining teams will continue to play, if necessary, to determine the second and third places.

Rules and Modifications

- i. The defense can score if they intercept a pass, pick up a fumble, or block a field goal attempt and return the ball for a touchdown.
- ii. For the following scenarios, Team “A” is on offense and Team “B” is on defense.
 - 1. Scenario: Team “A” either throws an interception or fumbles. Team “B” receives the ball and begins to return it. While returning the ball, Team “B” fumbles, and it is recovered by Team “A”.
Ruling: Team “A” maintains possession of the ball on the spot it was recovered. The chains and markers continue as in a normal game.
 - 2. Scenario: Team “B” intercepts a pass or recovers a fumble and returns it, but does not score a touchdown.
Ruling: The ball will be placed at either the 40 yard line or the 10 yard line and the playoff rotation will continue.

First Round - “A” vs. “B”, “C” - Bye

Second Round - “C” vs. First round loser, First Round Winner - Bye

Third Round - First round winner vs. Bye (if necessary)

Volleyball

- A. No team shall participate in more than 16 regular season dates. Schools may play up to three tournaments, which would then limit them to 15 dates.

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- a. Varsity matches will be three out of five games with rally scoring. Games 1-4 will be scored to 25 with a cap of 30. Game 5 will be scored to 15 with no cap.
 - b. Sub varsity matches will be two out of three games with rally scoring. Games 1 & 2 will be scored to 25 with a cap at 30. Game 3 will be scored to 15 with no cap.
 - c. Freshman will play three games at every league match.
 - d. The time between each match will not be any less than 20 minutes.
- B. The District III Tournament will be seeded by the league classification overall record. The format of the tournament shall be agreed upon by the SIC ADs and Principals in a manner that will best serve the SIC philosophy and the member schools. The tournament format shall be discussed and agreed upon one year prior to the start of each season.
- C. State representation will be determined by the IHSAA.
- D. Junior Varsity, Sophomore and Freshman Levels:
- a. There will be Sophomore and JV teams.
 - b. Each level will participate in a District III Classification Tournament at the conclusion of the season. The tournament will be single elimination, with the first round losers eliminated from the tournament.
 - i. 5A - Top 8 Qualify
 - ii. 4A - Top 4 Qualify
- E. A coaches' meeting headed by a representative of the conference ADs will be held at the end of the season to determine All-Conference selections.

Soccer

- A. No team shall participate in more than 16 games per season.
- B. Varsity teams are limited to twenty-two (22) students in uniform during district/state tournament play. At the 4A/5A level all teams are limited to 22 students in uniform during regular season games and must declare 22 players to officials prior to the start of each game.
- C. Sub Varsity: Unlimited JV roster sizes for boys and girls, allowing more than 22 to play in games. District tournaments will follow the State model.
- D. No individual shall participate in more than two games per day.
- E. Games that end in a tie during regular season play will remain in a tie. There will be no overtime play during the regular season.
- F. The league standings will be determined by a point system.
 - a. Points will be given as follows:
 - i. Wins - 3 points
 - ii. Ties - 1 point

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iii. Loss - 0 Points

- G. The following tie-breaker system will be used to break ties in league standings:
- a. Head to head
 - b. Top/Down
 - c. When teams are still tied after head to head and top/down, the team that gives up the least amount of goals between the two teams head to head will get the higher seed.
 - d. Azzie System
 - e. Coin Flip
- H. The District III Tournament will be seeded by the league classification overall record. The format of the tournament shall be agreed upon by SIC ADs and Principals in a manner that will best serve the SIC philosophy and the member schools. The tournament format shall be discussed and agreed upon one year prior to the start of each season.
- I. State representation will be determined by the IHSAA.
- J. Junior Varsity
- a. There will be JV teams.
 - b. Each level will participate in a District III Classification Tournament at the conclusion of the season. The tournament will be single elimination, with the first round losers eliminated from the tournament.
 - i. 5A - Top 8 Qualify
 - ii. 4A - Top 4 Qualify
- K. A coaches' meeting headed by a representative of the conference ADs will be held at the end of the season to determine All-Conference selections.

Swim

- A. No team or individual shall participate in more than 7 meets per season with no more than two meets per week.
- B. State representation is as follows:
- a. Teams qualifying will be determined by the IHSAA.
- C. A coaches' meeting headed by a representative of the conference ADs will be held at the end of the season. They will communicate the format of the district tournament and discuss the season and suggestions for the future.

Basketball

- A. Teams are limited to 18 games plus 1 tournament (maximum of 3 games) or 20 games.

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- a. Individuals may participate in one district tournament only (including play-in games).
- B. The District III Tournament will be seeded by the league classification overall record. The format of the tournament shall be agreed upon by SIC ADs and Principals in a manner that will best serve the SIC philosophy and the member schools. The tournament format shall be discussed and agreed upon one year prior to the start of each season.
- C. Junior Varsity, Sophomore and Freshman Levels:
 - a. There will be Sophomore and JV teams.
 - b. Each level will participate in a District III Classification Tournament at the conclusion of the season. The tournament will be single elimination, with the first round losers eliminated from the tournament.
 - i. 5A - Top 8 Qualify
 - ii. 4A - Top 4 Qualify
- D. A coaches' meeting headed by a representative of the conference ADs will be held at the end of the season to determine All-Conference selections.

Wrestling

- A. No team or individual shall participate in more than 16 regular season dates. Conference schedule will take precedence. Tournaments beginning on or after 1:00 PM on weekends count as one date.
- B. A coaches' meeting headed by a representative of the conference ADs will be held at the end of the season. They will communicate the format of the district tournament and discuss the season and suggestions for the future.

Golf

- A. No team or individual shall participate in more than 10 matches in a season, and may not exceed two matches per week.
- B. District III Tournaments will be held at different sites, when possible, for girls' and boys' tournaments.
- C. All participants must participate in at least fifty (50) percent of regularly season events with their team.
- D. A coaches' meeting headed by a representative of the conference ADs will be held at the end of the season. They will communicate the format of the district tournament and discuss the season and suggestions for the future.

Track

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- A. No team or individual shall participate in more than 9 meets a season, and may not exceed two meets per week.
- B. Sub Varsity meets will be scheduled.
- C. A coaches' meeting headed by a representative of the conference ADs will be held at the end of the season. They will communicate the format of the district tournament and discuss the season and suggestions for the future.

Tennis

- A. No team or individual shall participate in more than 18 regular season dates.
 - a. 4A schools will attempt to play each other twice. 5A schools will attempt to play each other at least once.
 - b. All 4A matches will be seeded matches. To receive a seed in the district tournament, an individual or team must play in the position in which they will be seeded. Only #1s will be seeded. (5A) District seeding by point system has been approved by ADs and Coaches.
 - c. Tournaments or other arranged matches will fill the rest of the dates.
- B. The District III Tournament will allow each school three entries into each Boys' and Girls' Singles, and two entries into Boys' and Girls Doubles and Mixed Doubles.
- C. A sub varsity end of the season tournament will be held.
- D. A coaches' meeting headed by a representative of the conference ADs will be held at the end of the season. They will communicate the format of the district tournament and discuss the season and suggestions for the future.

Baseball

- A. The following game limitations for 5A and 4A schools are as follows:
 - a. A team or individual is limited to 22 games or 20 games plus one tournament, not to exceed 24 games.
 - b. A pitch count will be in place and reported to Max Preps. Reference the IHSAA Pitch Count Rule.
 - c. A team or individual may participate in one (1) tournament.
 - d. In order to receive recognition as a tournament and not count as individual games, prior notice must be mailed the IHSAA.
 - e. A contestant who exceeds the limitations of regular season participation will become ineligible for district, state and any other additional IHSAA sponsored competition of that sport.
- B. The District III Tournament will be seeded by the league classification overall record. The format of the tournament shall be agreed upon by SIC ADs and Principals in a

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manner that will best serve the SIC philosophy and the member schools. The tournament format shall be discussed and agreed upon one year prior to the start of each season.

- C. Junior Varsity
 - a. There will be JV teams.
 - b. Each level will participate in a District III Classification Tournament at the conclusion of the season. The tournament will be single elimination, with the first round losers eliminated from the tournament.
 - i. 5A - Top 8 Qualify
 - ii. 4A - Top 4 Qualify
- D. A coaches' meeting headed by a representative of the conference ADs will be held at the end of the season to determine All-Conference selections.

Softball

- E. The following game limitations for 5A and 4A schools are as follows:
 - a. A team or individual is limited to 22 games or 20 games plus one tournament, not to exceed 24 games.
 - b. A team or individual may participate in one (1) tournament.
 - c. In order to receive recognition as a tournament and not count as individual games, prior notice must be mailed the IHSAA.
 - d. A contestant who exceeds the limitations of regular season participation will become ineligible for district, state and any other additional IHSAA sponsored competition of that sport.
- F. The District III Tournament will be seeded by the league classification overall record. The format of the tournament shall be agreed upon by SIC ADs and Principals in a manner that will best serve the SIC philosophy and the member schools. The tournament format shall be discussed and agreed upon one year prior to the start of each season.
- G. Junior Varsity
 - a. There will be JV teams.
 - b. Each level will participate in a District III Classification Tournament at the conclusion of the season. The tournament will be single elimination, with the first round losers eliminated from the tournament.
 - i. 5A - Top 8 Qualify
 - ii. 4A - Top 4 Qualify
- H. A coaches' meeting headed by a representative of the conference ADs will be held at the end of the season to determine All-Conference selections.

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All Conference Voting Procedures

The voting procedure portion of this manual provides guidelines for the selection process used to determine the SIC Player of the Year (POY) and the All Conference Team of the Year in the various sports sponsored by the conference. Its purpose is to ensure integrity and accountability in voting procedures. This will be conducted at the end of the season meetings in which only program head coaches are in attendance.

A. General Procedures

- a. A 5A and 4A All-star team will be selected separately; each team will elect a Player of the Year (POY).
- b. For each All-Conference and Player of the Year voting, the following procedure will be followed: Voting will be open and transparent with live voting projected for the group to see.
 - i. An administrator assigned by the SIC will oversee and conduct balloting procedures.
 - ii. The coach submitting the ballot will sign it. The administrator in charge will then read aloud all of the submitted ballots.
 - iii. A coach may not vote for his/her own players.
 - iv. The administrator in charge will tabulate all votes.
 - v. An All-conference Voting Committee will be formed to review voting procedures for all sports.
- c. Player of the Year stands alone. This person is not placed on the first or second team. This person is voted on first.
- d. Balloting shall take place by position; however, the voting process can change from year to year in relation to the number of players selected for first and second teams.
- e. The District III Coach of the Year (COY) will be voted on at the season ending coaches' meeting. Each school will receive a maximum of one vote.
- f. Head coaches may nominate as many players as they feel are deserving of selection to first and second teams. All coaches will have the opportunity to give a brief summary of the season accomplishments of each nominee. All other coaches should list the nominees' highlights in the comment area of the ballot sheet to use as a reference for voting.
- g. Any player receiving at least one vote will be named as an All-Conference Honorable Mention.

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- h. All votes ending in ties for first and second team players will stay tied. There will be no tie-breaking votes.
- i. Results of the voting will not be published until after the conclusion of the State Tournament.
- j. The following information can be used as suggested guidelines for the number of players and positions for First & Second Teams:
 - i. Football
 - 1. Offense
 - a. 1 Quarterback
 - b. 3 Running Backs
 - c. 1 Tight End
 - d. 3 Wide Receivers
 - e. 5 Offensive Linemen
 - f. 1 H Back / Full Back
 - 2. Defense
 - a. 5 Defensive Linemen
 - b. 4 Linebackers
 - c. 4 Secondary Personnel
 - d. 1 Kicker/PTA/FG
 - e. 1 Punter
 - ii. Soccer
 - 1. 1 Goalie
 - 2. 3 Defenders
 - 3. 4 Midfielders
 - 4. 3 Strikers
 - iii. Volleyball
 - 1. Top 7 Players
 - iv. Basketball
 - 1. Top 5 Players
 - v. Baseball
 - 1. 1 Catcher
 - 2. 4 Pitchers
 - 3. 4 Infielders
 - 4. 1 Utility Infielder
 - 5. 1 First Baseman
 - 6. 1 Designated Hitter

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- 7. 3 Outfielders
- vi. Softball
 - 1. 1 Catcher
 - 2. 2 Pitchers
 - 3. 4 Infielders
 - 4. 1 Utility Infielder
 - 5. 1 First Baseman
 - 6. 1 Designated Hitter
 - 7. 3 Outfielders