

7. **As the athletic director, I want to appeal the ejection of my coach from yesterday's game. The coach notified the official of the intent to appeal at the time of the ejection. I agree with my coach that the official made the wrong judgment call. What is the appeal process I must follow?**
There is no appeal of judgment calls by a game official. (19.13.1)

23.0.0 COACHES

PHILOSOPHY OF COACHES: Coaches are primarily responsible for imparting valuable educational experiences to student participants. Therefore, the WIAA believes that all coaches should have training in at least the essential areas of study required for a physical education teacher's endorsement in Washington secondary schools and the NFHS Coaches Education Program.

AFFIRMATION OF GOALS 2.2.1 AND 2.2.2 OF THE ASSOCIATION. THEREFORE:

23.1.0 EMPLOYEE OF THE DISTRICT - No school team or individual contestant shall be eligible to represent a school in an athletic contest unless the coach is an employee of the school district in which he/she coaches. This requirement applies to all paid and/or volunteer coaches. Volunteers become representatives of the District, and may serve as coaches, only upon registration, approval and authorization of the school district Board of Directors.

23.1.1 Coaching stipends and all gifts to a coach exceeding a total of \$500 in a season must be approved by the school's board of directors.

23.2.0 SUPERVISION - A school appointed coach, or another appointed member of the school faculty, must accompany any school team (or individual) at any time in connection with school sponsored interscholastic competition.

23.3.0 TRAINING - Interscholastic coaches, paid and/or volunteer, shall have training in at least the essential areas of study required for a physical education teacher's endorsement in Washington secondary schools and the NFHS Coaches Education Program. For initial employment as a paid and/or volunteer interscholastic coach, an individual must meet the following requirements:

23.3.1 COACHING REQUIREMENTS - Described below are the minimum standards for a paid and/or volunteer interscholastic coach for employment, progressive employment, and continuous employment.

- A. Hold a valid current "hands-on" First Aid Certification or have completed a School District approved "hands-on" Athletic Training/Sports Medicine course equivalent to the Red Cross First Aid Card training or be enrolled in a "hands on" First Aid class. A Sports Medicine course is to include prevention of injuries, recognition of injuries, emergency on-site procedures including transporting the injured, and rehabilitation of injuries. If a Sports Medicine course is used to fulfill this requirement, it must be renewed every three (3) years.
- B. Hold a valid current "hands-on" CPR Certification or be enrolled in a "hands-on" CPR Course.
- C. Red Cross Safety Training for Swim Coaches or Lifeguard Certification is required for all swim coaches. Red Cross Safety Training for Swim Coaches or U.S. Diving Safety certification is required for diving coaches.
- D. Pole Vault Coaches Training is required for Pole Vault Coaches. Coaches must be recertified every three (3) years.
- E. "Hands-on" Stunt Certification is required for Cheer Coaches **and dance/drill coaches** who intend to have their cheer **or dance/drill** squad(s) perform stunts. The certification program must be approved by the Washington State Cheer Coaches Association, **the Washington State Dance/Drill Coaches Association**, or the WIAA. Coaches must be recertified every three (3) years.
- F. The Employing School District will require:
 1. Washington State Patrol Criminal History Information Form required by RCW 43.43.830 on file.
 2. The OSPI Moral Character Supplement Form 4020B be completed.
- G. The Coach Must Satisfy the Following Requirements:
 1. Be a high school graduate or have completed a graduation equivalency diploma (GED) program, except as in d. below
 - a. Be at least 21 years of age to be a head coach.
 - b. Be at least 19 years of age to be an assistant coach except as in d. below.
 - c. Hold a valid current "hands-on" First Aid Certification and CPR Certification or be enrolled in a "hands-on" First Aid Certification and CPR Course.

- d. High school students may serve as middle level volunteer assistant coaches during the designated middle school season when under the direct supervision of the middle level coach. These high school students must meet WIAA coaches standards minimum requirements to hold a valid First Aid Certification and a valid CPR card.
2. **Head Coach - High School** - Annually attend a WIAA approved rules clinic for the sport being coached, or pass the WIAA approved sports rules test required of officials for the sport being coached prior to the end of the third week of the sports season.
- a. **DEFINITION OF A HEAD COACH** - A head coach is that person in charge of the highest level team for that building (e.g.), the person responsible for the highest level (varsity) team in a building that houses grades 10-12 is the head coach; the person who is responsible for the highest level team in a building that houses grades 7-9 is the head coach.
3. **Head Coach - Middle Level** - The WIAA recommends, but does not require, that the head coach at the middle level or junior high level annually attend a WIAA approved rules clinic or pass the WIAA approved sports rules test required of officials for the sport being coached.
- 23.3.2 ENTRY LEVEL COACH REQUIREMENTS** – An entry level coach is in his/her first two (2) years of coaching employment.
- 23.3.3 BEGINNING COACH LEVEL REQUIREMENTS (Paid and/or Volunteer Coaches)**
- A. **Paid Coaches:** Before the beginning of the third year of coaching employment, a member school coach (paid or volunteer) must meet the beginning level coaching standard by either completing the class and successfully pass the test of the ASEP Coaching Principles Course or the NFHS Coaches Fundamentals Course, or attending all sessions of the WIAA Coaches School or other Coaches Schools as approved by the WIAA or must have completed a total of at least thirty (30) hours of coaches education courses. A paid coach remains at the beginning level and earns an additional fifteen (15) hours of coaching education courses within the next three (3) years of coaching and then advances to the continuous training level. (NOTE: Volunteer coaches are exempt from the continuous training standard.)
 - B. **Volunteer Coaches:** Must complete a coaching effectiveness training class as provided by the WIAA or a school district approved coaching course equivalent to the ASEP Coaching Principles Course or the NFHS Coaches Fundamentals Course and approved by the WIAA, or complete a total of at least thirty (30) coaches education hours. Training must be completed before the beginning of the third year of coaching. Volunteer coaches are encouraged to obtain a minimum of fifteen (15) clock hours of coaching standard courses during any three (3) year period of coaching.
- 23.3.4 CONTINUOUS TRAINING LEVEL REQUIREMENTS–(Paid and/or Volunteer Coaches)**
- After completion of the beginning coach level, during each subsequent three (3) year period of coaching, must obtain a minimum of fifteen (15) coaches education hours of approved coaches standards courses selected or prescribed by the employing school district shall be completed by all coaches.
- A. An individual who has earned a Physical Education major or minor and/or a Coaching major or is considered to have completed the WIAA Beginning Coach Level requirements and shall only be required to meet the Continuous Training Level.
 - B. An individual who coached 5 of 7 years prior to the 1994-95 school year, a cheer coach prior to the 1996-97 school year, or a dance-drill coach prior to the 1998-99 school year, shall be grand-fathered and is considered to have completed the WIAA Beginning Coach level requirements shall only be required to meet the Continuous Training level.

23.4.0 PROGRESSIVE LEVELS OF COACHING STANDARDS- (OPTIONAL STATUS-Paid and/or Volunteer Coach)

Should an individual wish to work toward professional fulfillment in the coaching profession, he/she must earn 60 coaches education hours and have four (4) years of interscholastic coaching experience for the experienced coach level, and 90 clock hours and have six (6) years of interscholastic coaching experience for the preferred coach level.

23.4.1 EXPERIENCED COACH STANDARD (Optional status)

- A. Four years of interscholastic coaching, and a total of sixty (60) coaches education hours shall be completed from three (3) or more of the Coaching education areas. (Additional 30 course hours beyond Beginning Coach Standards).
- B. Demonstrate understanding and knowledge of School District and WIAA Interscholastic Activities policies.

23.4.2 PREFERRED COACH STANDARD (Optional status)

- A. Six (6) years of interscholastic coaching and a total of ninety (90) coaches education hours shall be completed with a minimum of six (6) hours from each of the five coaches education categories listed below. (Additional 30 hours beyond the Experienced Coach level.)
- B. Demonstrate understanding and knowledge of School District and WIAA Interscholastic Activities policies.

23.5.0 COACHES EDUCATION CATEGORIES (Knowledge and Skills)

- A. Medical aspects of coaching - Health and Welfare
 - 1. Care and Prevention of student injury
 - a. First Aid
 - b. CPR Certification
 - c. Athletic Training/Sports Medicine
 - d. Chemical and Substance Abuse
 - e. Injury Rehabilitation
 - 2. Kinesiology
 - 3. Exercise Physiology
- B. Legal Aspects of Coaching - Litigation, Liability
 - 1. School Physical Education, Sports, or Athletic Law
 - 2. Annual review of rule changes and application of rules
 - 3. School Board Policies, WIAA Rules, School Law
- C. Psycho/Social Foundations
 - 1. Sociology and Psychology of Sports (adolescent psychology, sports sociology and psychology, motivation, dealing with substance abuse.)
 - 2. Philosophy of Interscholastic Activities Programs
- D. Coaching Techniques
 - 1. Instructional methods in physical education/activities
 - 2. Instructional methods in physical education for handicapped
 - 3. Instructional methods in interscholastic sports
- E. Philosophy/Sports Management/Pedagogy

23.5.1 Providers of clock hours - Upon WIAA approval of course outline and instructor, coaching education clock hours may be obtained from an accredited university or college, WIAA-approved offering or an OSPI named provider.

23.6.0 COACHES EDUCATION COMPLIANCE Each school year, schools will report coaching standards compliance for all paid and/or volunteer coaches, at both the high school and middle school levels. A school will be in compliance if eighty percent (80%) of their coaches meet coaching education standards. A school will provide a plan of action to have all coaches in coaching education compliance.

- A. First year of non-compliance, a school is placed on probation for one year and a letter is sent to the school's Superintendent, Principal and Athletic Director.
- B. Second year of non-compliance, schools are required to meet with the Regional Facilitator and WIAA Staff to develop a compliance plan that may include mandatory attendance at the WIAA Coaches School or completion of the NFHS Coaching Principles Course.

- C. Third year of non-compliance, leagues/WIAA Districts/WIAA Executive Board action could include loss of right to participate in post-season play.
- 23.7.0 SHARED COACHING** - The WIAA Executive Director may approve shared coaching in diving, pole vaulting and gymnastics that have been determined to pose a safety or health concern for student athletes due to the qualifications or lack thereof of available coaching staff. Prior to approval the following criteria must be documented or verified to the Executive Director by the requesting member school:
- A. The requesting school district has determined no qualified coaching is available, and the shared coach is qualified and approved (employed) by the local school district in compliance with Coaching Standards as set forth by the WIAA.
 - B. The "specialized" program must be made available to all athletes in that event (e.g., under the safety purposes of this permissive rule, if a school sends one pole vaulter to a shared coach, the school must send all pole vaulters from the school).
 - C. Coaching will be only during the WIAA adopted season for the sport.
 - D. Approval must be requested with each two (2) year classification period.
- 23.8.0 NEGATIVE COMMENTARY/BY COACHES AND/OR OFFICIALS** - The WIAA prohibits negative commentary or statements to the media or general public in any form relative to officiating prior to, during, or following any interscholastic activity or athletic event. This rule applies equally to members of the Washington Officials Association relative to coaching tactics or administrative responsibilities.

24.0.0 OFFICIALS

- 24.1.0 REGISTERED OFFICIAL** - A registered official is properly enrolled with the Washington Officials Association, has paid the appropriate association/board dues and is eligible to officiate sub-varsity interscholastic contests only.
- 24.2.0 CERTIFIED OFFICIAL** - A Certified official is a registered official who has attended a WIAA/WOA rules clinic for that sport, has attended the required number of association/board meetings, passed the sport rules test, has an acceptable criminal history background check form on file, and is eligible to officiate ANY and all levels of interscholastic competition.
- 24.3.0 REQUIRED NUMBER OF OFFICIALS** - The WIAA Executive Board supports the number of officials required by the National Federation Rulebook for that sport. If a league elects to use less than the required number of officials, each school in that league assumes all liability and responsibility as such.
- 24.4.0 USE OF REGISTERED OFFICIALS** - The Washington Officials Association registers officials in baseball, basketball, football, gymnastics, soccer, softball, spirit, volleyball and wrestling. Only officials registered with the Washington Officials Association or have reciprocity through another state officials association are eligible to officiate regularly scheduled contests for all sports and at all levels of play sanctioned by WIAA.
- 24.4.1 School representatives do not have the authority to solicit officials directly for contests. All assignments must be made by and through the appropriate assigning secretary for the respective officials' association/board.
 - 24.4.2 **STUDENTS AS OFFICIALS** - A student shall not be used as an official unless the student is a member of the Washington Officials Association in that sport.
A student may be employed by his/her school, a recreational department, or community as a sport official without jeopardizing his/her amateur standing.
- 24.5.0 PROCEDURE TO USE NON-REGISTERED OFFICIALS** - Should schools find it necessary to use non-registered officials, permission may be granted. In such event, application must be made to the WIAA Executive Director well in advance of the date of the contest. The required procedure for requesting use of non-registered official is as follows:
- A. Date of contest(s) and officials to be used should accompany the request.
 - B. Documented consent of the other school approving the officials to be used should be obtained in advance of the contest(s).
 - C. Request sent to the WIAA Executive Director in advance of the contest.
- 24.5.1 In emergency situations when (1) An official's association/board is unable to supply officials for a particular schedule or individual contest, or (2) the scheduled official fails to show up, an official may be selected from a pool of individuals who have met the following criteria:
 - A. Passed the current National Federation rules test for that particular sport; or
 - B. Attended one of the pre-season officials' rules clinics for that particular sport.
 - 24.5.2 Requests to use non-registered officials will not be approved when rationale for such a request is based solely on finances. The responsibility and liability for selection and use of any non-registered official, as an employee of the school, become that of the school.
 - 24.5.3 For middle level only, following approval by the appropriate Board or Association,

- A. Individual schools may opt to schedule non-registered officials for any contest with league approval.
 - B. In the event that scheduled officials (registered or non-registered) fail to show up for contests, non-registered officials, including personnel in attendance at the contest, may be used with the approval of both coaches and/or athletic directors.
- 24.6.0 OFFICIALS REFUSING TO SERVE** - Officials refusing to serve schools or accept assignment, or an association/board refusing to serve member schools of their service area shall be disqualified from consideration for tournament assignments.
- 24.7.0 OFFICIALS ELIGIBLE FOR STATE TOURNAMENTS** - A certified official is eligible to be nominated to a state tournament during any given year.
- 24.7.1 Any official nominated for a state tournament must meet the following criteria:
- A. Must be recommended by the local association/board.
 - B. Must have officiated the minimum number of high school varsity contests during the regular season as established for that sport.
 - C. Must officiate a post season event in that sport prior to the state tournament.
 - D. Must be available to officiate throughout the duration of the tournament.
- 24.8.0 COMMUNICATION BETWEEN LEAGUES AND OFFICIALS ASSOCIATIONS/BOARDS** - The WIAA and WOA recommend that athletic leagues have meetings prior to the opening of their seasons to which they invite representatives of the officials association/board that serves them so that they might discuss mutual areas of concern.
- 24.9.0 WIAA DISTRICT COMMITTEE ON OFFICIALS** - The WIAA/WOA recommend that each WIAA District have a standing committee on the issues of officials and officiating.
- 24.9.1 The WIAA and WOA recommends that each WIAA District appoint a committee of three (3) to work with a committee of three (3) from the local officials association/board on mutual areas of concern.
- 24.10.0 AGREEMENT REVIEW COMMITTEE** - The Agreement Review Committee is comprised of four (4) board members from the Washington Officials Association and four (4) board members from the WIAA Executive Board approved by the respective boards-
- 24.10.1 Recommendation for changes in officiating fees, expenses or any other regulation for any or all sports must be submitted to the Agreement Review Committee in writing by October 1. The Committee will review, act on the request(s) and submit recommendation(s) to the WIAA and WOA Executive Boards.
- 24.10.2 Recommendation for changes in fees, expenses or other regulations for any sport(s) may be initiated by member school, leagues, WIAA districts, WOA associations/boards.
- 24.10.3 All statewide supplemental fees or expenditures must be first submitted to the Agreement Review Committee.
- 24.11.0 DETERMINING OFFICIALS' FEES** - There shall be a re-examination of the established fee schedules every two (2) years by the Agreement Review committee to coincide with the classification/allocation cycle.
- 24.11.1 The recommendations of the Agreement Review Committee shall be reported to the WIAA Executive Board.
- 24.11.2 Changes in officials' fee schedule are to be approved by the WIAA and WOA Executive Boards.
- 24.11.3 The officials' fees for all league playoffs and district competition will be \$5.00 more than paid during the regular season in that classification for those sports that have registered officials and established fees, with the exception of gymnastics, spirit and wrestling.
- 24.11.4 The official's fees for all state competition will be \$7.00 more than the 4A fee paid during the regular season.
- 24.12.0 OFFICIALS MILEAGE** - Round-trip mileage will be paid at the rate established by the WIAA Executive Board for standing and special committee members. Mileage for any school year shall be consistent with the allowed amount set by the IRS at the beginning of the fiscal year.
- 24.12.1 The number of vehicles required to supply officials for contest will be negotiated between school/leagues and the officials' associations/boards.
- 24.13.0 OFFICIALS' FEES** - Established fees for middle level and high school regular season and high school state tournament/meets are listed in Appendix 9.