

**ILLINOIS  
DRILL  
TEAM  
ASSOCIATION**

**CONSTITUTION AND BY-LAWS**

**2010-2011**

## **IDTA OFFICERS**

Michelle Deets, President  
Orella Gansmann, Contest Coordinator  
Cyndi Kraemer, Judging Coordinator  
Toni Royster, Membership Coordinator  
Tara Zobrist, Secretary  
Katy Arnold, Treasurer  
Lynn Gelatka, Special Events  
Christy Fisher, Special Events

## **IDTA BOARD OF DIRECTORS**

(Consists of two “at-large” IDTA members elected by the membership; one past IDTA officer chosen by the present officers; the president of IDTA; and one currently elected IDTA officer)

LuAnne Navarra, Northern Rep at-large  
Lindsey Estes, Southern Rep at-large  
Lynn Byrnes, Past Officer  
Michelle Deets, President  
Orella Gansmann, Contest Coordinator

## **PUBLIC RELATIONS COORDINATOR**

Brenda Harris

## **REGIONAL REPRESENTATIVE COORDINATOR**

Barb Walker

## **HISTORIAN**

Susan Dierker

## **ETHICS COMMITTEE**

(Consists of two judges, two coaches,  
one IDTA officer and the IDTA president)

Jill Bishop - judge  
Mary Buchar - coach  
Michelle Deets - president  
Toni Royster - officer  
Summer Riordan - judge  
Laura Sanders - coach

## **APPEALS COMMITTEE**

(Consists of three IDTA officers and  
two IDTA judges)

Katy Arnold - officer  
Orella Gansmann - officer  
Lynn Gelatka - judge  
Cyndi Kraemer - judge  
Tara Zobrist - officer

## 2010-2011 REGIONAL REPRESENTATIVES

Region 1 & 2  
Brenda Harris

Region 3  
Angie Ulrich

Region 4  
LuAnne Navarra

Region 5  
LeAnne Walsh

Region 6  
Johnni Zabka

Region 7  
Darlene Pollard

Region 8  
Deirdre Czajkowski

Region 9  
Byron Reynolds

Region 10  
Tarin Van Hook

Region 11  
Debby Bradshaw

Region 12  
Laura Sanders

Region 13  
Amy Wysocki

Region 14  
Ashley Cain

Region 15  
Mary Buchar

Region 16  
Tina Fortner

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**ILLINOIS DRILL TEAM ASSOCIATION  
CONSTITUTION  
2010-2011**

**MISSION STATEMENT**

**It is the mission of the Illinois Drill Team Association to promote good sportsmanship in the performing arts through education in competitive and non-competitive events. In reflecting our dedication, we are determined to set new standards and help all who work with us to achieve their goals.**

**ARTICLE 1 - DEFINITION**

- I. The name of this organization shall be the Illinois Drill Team Association (IDTA).
- II. IDTA is an Illinois not-for-profit organization whose purposes are exclusively within the meaning of Section 501(c) of the Internal Revenue Code, or corresponding section of any future federal tax code.
- III. IDTA shall have and continuously maintain in the State of Illinois a registered office which may be, but not need be, the same as its place of business in the State of Illinois. (The registered address of IDTA, which is on file the office of the Public Relations of State, is the address at which any process, notice or demand required or permitted by law may be served upon the registered agent of IDTA).
- IV. IDTA shall have and continuously maintain in the State of Illinois a registered agent which may be either an individual resident in the State of Illinois, whose business office is identical with IDTA's registered office, or an Illinois corporation or a foreign corporation authorized to transact business in the State of Illinois, that is authorized by its articles of incorporation to act as such agent, having a business office identical with the corporation's registered office. (This agent shall be Michelle Deets who resides at 9 Burdick Creek, Collinsville, IL 62234.)
- V. IDTA is designed to educate and promote the performing arts of pom/dance/flag activities.
- VI. The Illinois High School Association has recognized the IDTA to function under 4.000 Non-Athletic Activity By-Laws in the IHSA Constitution. Further, each member team must also meet the rules and regulations established by its Board of Education above and beyond the IHSA rules and regulations.
- VII. Nothing in this organization shall be construed as an attempt to over-ride the authority of the Illinois High School Association.
- VIII. The term "drill team" is defined as a team of students from individual schools which emphasize the precision of dance, flags and their accompanying equipment.
- IX. The internal government of each drill team belonging to this organization shall be the exclusive function of the individual team, its coach(es) and the administration of the school.
- X. Exempt Dissolution Clause
  - A. Upon dissolution of the IDTA, any and all accumulated assets are to be distributed to the Dance Division of the Illinois Association of Health, Physical Education, Recreation and Dance (IAHPERD) and to the Illinois Music Educators Association to continue our intent of furthering high school dance education by establishing a dance scholarship of no less than \$100.00 on behalf of IDTA.
  - B. Distribution of the assets should be divided proportionately based on the percentage of members who are flag teams and the percentage of members who are drill teams.
  - C. In the event the assets are not sufficient to establish a \$100.00 scholarship, such moneys should be used at the discretion of the Dance Division of IAHPERD.

## ARTICLE II - PURPOSES

- I. To attain a common understanding of the goals to be achieved as a result of participation in team activities.
- II. To encourage greater participation in performing arts.
- III. To provide organized activities which will encourage the development of drill teams throughout the state.
- IV. To offer contests for evaluation of team performances and at the same time encourage good sportsmanship on and off the performance floor.
- V. To enhance the performance through workshops and clinics.
- VI. To improve cooperative relationships with other organized groups.

## ARTICLE III - MEMBERSHIP

- I. Open to everyone with no limitations to membership for reason of race, creed, color, sex or national origin.
- II. Said year shall be from August 1 through July 31.
- III. Open to any high school team in Illinois upon payment of dues and receipt of all necessary forms, whose school is a member of the Illinois High School Association.
  - A. Open to any high school willing to abide by the rules set forth by the Illinois High School Association and the Illinois Drill Team Association.
  - B. Limited to students currently in grades 9, 10, 11 and 12. (If a team is in violation of this, the team is disqualified and loses its membership.)
    1. JV and Varsity teams may not share team members.
    2. Teams must designate if they are joining as a Dance Team or as a Flag Team.
    3. Teams from schools who are co-opping their sports may compete as one team. Documentation that the schools are co-opping sports will be required.
  - C. Varsity membership
    1. \$75.00 per team if postmarked by November 30.
    2. \$125.00 per team if postmarked between December 1 and February 15.
    3. No memberships will be accepted after February 15.
    4. Membership includes post-regional qualification privileges for teams (with successful completion of on-line required Coaches Forum assessment).
    5. Membership fees are non-refundable.
    6. Each team's membership will include the head coach and one assistant. Additional assistant coaches may become a member at the cost of \$10.00.
    7. Each team shall have one vote to be cast as the coach(es) decide.
    8. The member coach is entitled to
      - a. Receive the HEARTBEATS.
      - b. Receive service pins.
      - c. Be allowed to run for office (must meet any specific requirements).
      - d. Be admitted to regional and post-season contests at no charge.
  - D. Junior Varsity membership
    1. \$50.00 per team
    2. \$75.00 per team if postmarked between December 1 and February 15.
    3. No memberships will be accepted after February 15.
    4. Membership includes post-regional qualification privileges for teams (with successful completion of on-line required Coaches Forum assessment).
    5. Membership fees are non-refundable.
    6. Each team's membership will include the head coach and one assistant. Additional assistant coaches may become a member at the cost of \$10.00.
    7. Each team shall have one vote to be cast as the coach(es) decide.

8. The member coach is entitled to
    - a. Receive the HEARTBEATS.
    - b. Receive service pins.
    - c. Be allowed to run for office (must meet any specific requirements).
    - d. Be admitted to regional and post-season contests at no charge.
  - E. Must send membership application, eligibility list, fees, consent and injury release forms, publicity release forms and sportsmanship agreement forms before the application can be processed.
  - F. Re-declaration
    1. All re-declarations must be made by February 15. NO RE-DECLARATIONS WILL BE ACCEPTED AFTER FEBRUARY 15.
    2. All re-declarations must be postmarked, faxed or emailed to the Membership Coordinator a minimum of one (1) week BEFORE the contest that team plans to attend.
    3. Each team is allowed one change at no charge. Additional re-declarations requested will be assessed a \$25.00 processing fee.
    4. As long as a team floors 75% of the reported team size, the team will never be penalized.
  - G. All varsity teams must submit a typed resume, eligibility list and photo to the Contest Coordinator or his/her designee, postmarked by January 15 of each year, even if the coach does not re-declare. This information will be used in the State program. No resumes will be accepted after January 15.
  - H. Division placement for varsity teams will be based on school enrollment as reported to IHSA.
    1. A - Enrollment between 1 and 699.
    2. AA - Enrollment between 700 and 1799.
    3. AAA - Enrollment from 1800 and over.
  - I. In order for a team to qualify for post-season competitions, the coach from each team will be required to successfully complete the on-line Coaches Forum assessment. Failure to complete the assessment will result in the team being ineligible to qualify for the JV/Jr High Finals or State competition for that year.
  - J. Any member who fails to pay any debt, financial or otherwise, may not compete in any facet of IDTA until said debt is paid in full.
- IV. Open to any junior high school/middle school team in Illinois upon payment of dues and receipt of all necessary forms.
- A. Open to any junior high/middle school willing to abide by the rules set forth by the Illinois Drill Team Association.
  - B. Junior High/Middle School membership
    1. \$50.00 per team
    2. \$75.00 per team if postmarked between December 1 and February 15.
    3. No memberships will be accepted after February 15.
    4. Membership includes post-regional qualification privileges for teams, (with successful completion of on-line required Coaches Forum assessment).
    5. Membership fees are non-refundable.
    6. Each team's membership will include the head coach and one assistant. Additional assistant coaches may become a member at the cost of \$10.00.
    7. Each team shall have one vote to be cast as the coach(es) decide.
    8. The member coach is entitled to
      - a. Receive the HEARTBEATS.
      - b. Receive service pins.
      - c. Be allowed to run for office (must meet any specific requirements).
      - d. Be admitted to regional and post-season contests at no charge.
  - C. Must send membership application, eligibility list, fees, consent and injury release forms, publicity release forms and sportsmanship agreement forms before the application can be processed.
  - D. Re-declaration
    1. All re-declarations must be made by February 15. NO RE-DECLARATIONS WILL BE ACCEPTED AFTER FEBRUARY 15.
    2. All re-declarations must be postmarked, faxed or emailed to the Membership Coordinator a minimum of one (1) week BEFORE the contest that team plans to attend.
    3. Each team is allowed one change at no charge. Additional re-declarations requested will be assessed a \$25.00 processing fee.
    4. As long as a team floors 75% of the reported team size, the team will never be penalized.

- E. In order for a team to qualify for post-season competitions, the coach from each team will be required to successfully complete the on-line Coaches Forum assessment. Failure to complete the assessment will result in the team being ineligible to qualify for the JV/Jr High Finals competition for that year.
- F. Any member who fails to pay any debt, financial or otherwise, may not compete in any facet of IDTA until said debt is paid in full.

#### **ARTICLE IV - OTHER TYPES OF MEMBERSHIPS**

- I. Individual Membership
  - A. Open to any former coach, former judge, non-coaching officer, Board Member or Regional Representative.
  - B. A voting membership.
  - C. Privilege of holding office.
  - D. Cost is \$25.00.
  - E. HEARTBEATS are emailed.
  
- II. Judge Membership
  - A. Open to individuals who already are or who plan to become judges for IDTA. The minimum age to judge is 21 years. Coaches who are members of IDTA will not judge in IDTA.
  - B. A voting membership.
  - C. Privilege of holding office.
  - D. Cost is \$75.00.
  - E. HEARTBEATS are emailed.
  
- III. Business Membership
  - A. Open to any business or individual.
  - B. A non-voting membership.
  - C. May not hold any office.
  - D. Will receive
    - 1. Copy of the State Contest program.
    - 2. Name listed as a Business Member in the program.
    - 3. Free—one half (1/2) page ad in the program.
    - 4. A free Booth at State.
    - 5. Ability to link to our Web Site.
  - F. Donation is \$300.00.
  
- IV. Fan Club
  - A. Open to any supporter of a current or former IDTA student-athlete.
  - B. A non-voting membership.
  - C. May not hold any office.
  - D. Name will appear in the State program.
  - E. Will receive a complimentary State program.
  - F. Cost is \$15.00.

#### **ARTICLE V - FINANCIAL MANAGEMENT**

- I. Dues and Assessments
  - A. Said dues shall be used for printing, mailing, administrative costs, correspondence and mileage.
  - B. Said dues shall also be used for all expenditures deemed necessary by officers.
  
- II. Inspection of Books and Records
  - A. Members in good standing should be allowed to examine and copy--at their expense--financial books and records.
  - B. Two weeks notification, in writing, to the Treasurer is required for said examination and/or copying.

## **ARTICLE VI - BOARD OF DIRECTORS**

- I. Members of the Board of Directors shall be
  - A. The current President and one currently elected officer.
  - B. One past officer chosen by the present officers.
  - C. Two "at-large" members voted upon by the membership.
    - 1. One from the South elected in even years.
    - 2. One from the North elected in odd years.
- II. Board of Directors shall serve a two (2) year term of office.
- III. Duties of the Board of Directors shall be
  - A. To consider and amend, if necessary, policies of IDTA.
  - B. To oversee the policies approved by the Association.
  - C. To serve as an advisory council to the Executive Board.
  - D. To monitor the execution of the Constitution and By-Laws by the Executive Board.
  - E. To approve any activity which fosters the purposes of IDTA.
  - F. To determine, along with the IDTA officers, the expenditure of finances according to each office within a fiscal year.
  - G. To have the power and responsibility to make an executive decision for the benefit of the Association.
  - H. To have the responsibility for the preservation of IDTA as a not-for-profit organization and the promotion of the purposes of IDTA.
  - I. To have the right to reject any activity which endangers IDTA's not-for-profit status or conflicts with the purposes of IDTA.
  - J. To disseminate information to the Regional Representatives.
  - K. To coordinate Regional Representatives to work at post-season events.
- IV. Board of Directors' Meetings
  - A. Meetings of the Board will be held when called by the President.
  - B. The Board will elect one of its members to serve as the meeting coordinator.

## **ARTICLE VII - EXECUTIVE BOARD**

- I. Shall be the administrative body of IDTA, having the responsibility of managing and executing the daily operations of IDTA.
- II. Is an extension of the officers and shall help to manage all business and affairs of IDTA.
- III. Shall be the elected Officers, elected Board Members and appointed Regional Representatives.
- IV. Shall have the following duties and powers:
  - A. To develop and execute the policies approved by the Association.
  - B. To consider and amend, if necessary, all new business and policy presented and approved by the membership at a regular or special meeting or through the mail.
  - C. To serve as an advisory council, hearing concerns and suggestions from the membership.
  - D. To enforce the Constitution and By-Laws.
  - E. To organize and oversee any activity which fosters the purpose of the Association.
  - F. To dismiss by a two thirds' majority vote, any board member who has not met the stated duties or responsibilities.
  - G. To appoint a new board member to finish out the term in the event any office becomes vacant.
  - H. Must follow rules and procedures that are established.
  - I. All procedures and activities within each position must be discussed and approved by the officers.
  - J. No Executive Board Member shall have more than one vote. Serving in multiple capacities does not entitle one person to more than one vote.

- V. Meetings
  - A. The Executive Board shall meet bi-annually, in closed session, once in September and after the State Contest, no later than May 1<sup>st</sup>.
  - B. Additional meetings of the Executive Board may be held when called by the President or at the request of three (3) or more members of the Executive Board.
  - C. Written notice of all meetings may be stated in the HEARTBEATS and/or via emails sent to all Executive Board Members not less than ten (10) days prior to the date of each meeting.
  - D. A quorum will exist when 51% of the Executive Board members are present.
  - E. All meetings shall be conducted with the use of Roberts Rules of Order.
  
- VI. Qualifications for all Elected Board Members , Regional Representatives and Assistants
  - A. Must be an active member in good standing at least one (1) year.
  - B. Must execute all the rules and regulations of IDTA.
  - C. Have a high school diploma.
  - D. Be at least 21 years of age.
  - E. Must be a coach, former coach or a current judge.
  - F. Length of office for each position is for two (2) years.
  
- VII. Assistant Positions
  - A. Regional Representative Coordinator
  - B. Judging Coordinator Assistants (2)
  - C. Contest Coordinator Assistants (2)
  - D. Special Events Assistants (2)
  - E. Regional Representatives (1 for each area of the state)
  
- VIII. Duties of Regional Representatives
  - A. Selected via appointment by the IDTA officers.
  - B. Act as a liaison between the officers and the membership.
  - C. Distribute, at the request of the officers or Regional Representative Coordinator, supplemental material and communications within the appointed region.
  - D. Encouraged to conduct a minimum of two regional meetings each year, or contact the coaches in the region twice a year—prior to the Fall and Spring Executive Board meetings.
  - E. Recruit prospective members from the appointed region.
  - F. Assist at post-season events as assigned.
  
- IX. Duties of the Regional Representative Coordinator
  - A. Disseminate information to the Regional Representatives, including a list of schools in their regions.
  - B. Serve as a liaison between the officers and Regional Reps.
  - C. Work at IDTA-hosted events.
  
- X. Duties of Judging Coordinator Assistants
  - A. Assist the Judging Coordinator with the Judge Seminar.
  - B. Assist the Judging Coordinator with regulating the process of judge certification.
  
- XI. Duties of Contest Coordinator Assistants
  - A. Assist Contest Coordinator in planning, preparing and set-up for meetings, contests, etc.
  - B. Assist Contest Coordinator in planning and preparing for post-season events.
  
- XII. Duties of Special Events Assistants
  - A. Assist the Special Events Coordinator in organizing and overseeing the production of all non-competitive activities, such as workshops, clinics, conventions and any additional activities approved by the officers.
  - B. Assist the Special Events Coordinator by physically attending the events.
  
- XIII. Merchandise Coordinator
  - A. Oversee all IDTA merchandise purchases related to contests.
  - B. This is an appointed position.
  - C. Will be paid an honorarium from the merchandise profits.

## ARTICLE VIII - OFFICERS

- I. Officers and/or Board of Directors have the right and responsibility to make any executive decision for the benefit of this organization in an emergency.
- II. Officers of IDTA shall be
  - A. President
  - B. Vice President/Contest Coordinator
  - C. Vice President/Judging Coordinator
  - D. Secretary
  - E. Treasurer
  - F. Membership Chairperson
  - H. Special Events Coordinators
- III. Qualifications for officers
  - A. Have a high school diploma.
  - B. Be a least 21 years of age.
  - C. Have been a member of IDTA for three (3) years.
  - D. Must be a current IDTA member.
  - E. Must be a coach, former coach or a current judge.
- IV. Officers shall
  - A. Assume their respective office at the first Executive Board meeting following the State contest.
  - B. Receive no compensation for their official service rendered to IDTA, unless voted upon by the officers.
  - C. Attend all major office activities, including monthly officer meetings and a meeting after the State Contest and prior to the End-of-the-Year Executive Board meeting, unless excused by a majority vote of the officers.
  - D. Meet additional times when called by the President or upon the request of three (3) or more Executive Board members.
  - E. Attend all IDTA-hosted events, which may include the set-up the night before and clean-up after the event, unless excused by a majority vote of the officers.
  - F. Approve the State Contest site, submitted by the Contest Coordinator.
  - G. Approve all nominated Regional Representatives.
  - H. Maintain files of correspondence.
  - I. Prepare end-of-the-year reports for officers and the HEARTBEATS.
  - J. Display an understanding of computers.
  - K. Formulate and enforce the IDTA calendar in the best interest of total membership.
  - L. Channel issues, concerns and new responsibilities to the proper officers.
  - M. Determine merchandising two to three months before said merchandise goes on sale.
  - N. Dismiss, by a two-thirds (2/3) majority vote of the officers, any officer who has not met the stated duties or responsibilities.
- V. The term of officer shall be two years, with the President, Judging Coordinator, and the Special Events Coordinators being elected in even years, and Membership Coordinator, Contest Coordinator, Secretary and Treasurer being elected in odd years. (Said term shall begin no earlier than April 1 and shall end no later than April 30 of the following year.) The deadline for submitting a resume for an office is January 31.
- VI. Qualifications for President
  - A. Must have served on the Executive Board for a minimum of one (1) year.
  - B. Must show a willingness to execute all the rules and regulations of IDTA.
- VII. Duties of the President
  - A. Preside at all functions or appoint an officer representative.
  - B. Preside at all ethics committee meetings, unless involved in the stated protest.
  - C. Promote IDTA to outside organizations and respond to all concerns and issues related to this office.
  - D. Act upon any concerns relative to contests, not resolved by the Contest Coordinator.

- E. Oversee and execute all IDTA policy.
  - F. Promote IDTA to IHSA, school administrators, athletic directors, team advisors and the general public.
  - G. Determine each month if each officer is meeting deadlines and following job descriptions.
  - H. Notify members of meetings a minimum of 10 days in advance.
  - I. Accept and organize suggestions for rule changes, and organize the IDTA Constitution and By-Laws as the rules change.
  - J. Oversee the production of post-season programs.
- VIII. Qualifications for Secretary
- A. Must display a basic understanding of correct written grammar.
  - B. Must display a basic understanding of computers.
- IX. Duties of the Secretary
- A. Publish the IDTA newsletter (the HEARTBEATS), which will include financial and officer meeting reports, as well as information on IDTA current events.
  - B. Prepare all ballots for voting by the membership.
  - C. Accept nominations from the general membership for each elected office.
  - D. Notify membership of the election results after reported by the Election Supervisor.
  - E. Take minutes at the Executive Board/Officer meetings.
  - F. Accept the nominee resume for the ballots.
  - G. Email the minutes to the officers, Regional Representatives and Board of Directors.
- X. Qualifications for Treasurer
- A. Must have relevant experience in accounting and bookkeeping procedures.
  - B. Must use an approved computer program to record all financial transactions of IDTA.
- XI. Duties of the Treasurer
- A. Deposit all checks in the IDTA account.
  - B. Keep accurate, written records of all financial transactions on a financial computer program.
  - C. Pay all debts and write all checks within ten (10) days of receipt of bill.
    - 1. Current bank name is Regions Bank.
    - 2. Current address of bank is 10950 Lincoln Trail Rd, Fairview Heights, IL 62208.
  - D. Notify all members who are not in good standing due to outstanding financial debts.
  - E. Assist each officer in preparing a beginning-of-the-year budget.
  - F. Present an end-of-the-year financial statement.
  - G. Submit a current report of the financial status of IDTA at the end-of-the-year Executive Board meeting.
  - H. Submit a monthly financial report to the officers.
  - I. Oversee, maintain and supply information for filing all State and Federal tax and/or reporting forms.
- XII. Qualifications for Membership Coordinator
- A. Must display a basic understanding of computers.
  - B. Must display organizational skills.
- XIII. Duties of the Membership Coordinator
- A. Coordinate a fall membership drive.
  - B. Membership applications (Varsity, Jr. Varsity, Jr. High, Judge and all other types), fees, eligibility lists, consent and injury release forms, publicity release forms and sportsmanship agreement forms are all mailed to the Membership Coordinator.
  - C. Maintain a computerized record of each school which includes name, address, phone, squad name, squad size, coach name and address, phone number, fax and email address.
  - D. Notify members and deny membership to those not in good standing until all proper work is completed and debts are paid.
  - E. Keep the officers and membership notified of eligibility list changes.
  - F. Notify teams when a re-declaration has been received.
  - G. Send out information to businesses to join IDTA in August.
  - H. Follow-up each month to businesses who have not responded to joining throughout the months of September through January.

- I. Distribute years-of-service pins when the coaches and judges reach five (5) year increments of service to IDTA.
- XIV. Qualifications for Contest Coordinator
- A. Must have directed a minimum of one (1) IDTA contest.
- XV. Duties of the Contest Coordinator
- A. Collect regional sanction fees.
  - B. Oversee the production of all regional contests.
  - C. Declare teams or contest hosts on probation for contest rule infractions.
  - D. Act upon any complaints, problems and/or unpaid fees relative to contests.
  - E. Oversee the production of post-season contests.
  - F. Compile and mail post-season contest packets to the qualifiers.
  - G. Keep records and collect entry fees and forms of all post-season qualifiers.
  - H. Oversee the purchase of trophies and awards for post-season contests.
  - I. Obtain booths and coordinate the set-up for State Contest.
- XVI. Qualifications for Judging Coordinator
- A. Must have been a certified IDTA Judge for three (3) years.
  - B. Must be a current, certified IDTA Judge.
- XVIII. Duties of the Judging Coordinator
- A. Serve as the supervisor for the judging staff.
  - B. Conduct Coaches' Forums.
  - C. Plan and execute the annual Judge Seminar.
  - D. Maintain the Judges Constitution and Handbook.
  - E. Collect the annual judge's membership fee and send a copy of the application to the Membership Coordinator.
  - F. Keep a current list of all judges and make this information available to the officers.
  - G. Maintain biographical data of each judge.
  - H. Schedule all judges for all contests.
  - I. Maintain current addresses for all contests.
  - J. Attend as many contests and events as possible.
  - K. Oversee the judging of the season's contests and address judging concerns.
  - L. Regulate the process of judge certification by conducting an ongoing, written judges' review.
  - M. Compile a list of the rules that need reviewing.
- XIX. Qualifications for Special Events Coordinators
- A. Must display an interest in providing non-competitive activities hosted by IDTA.
  - B. Must display organizational skills.
- XX. Duties of the Special Events Coordinators
- A. Organize and oversee the production of all non-competitive activities, such as workshops, clinics, conventions and any additional activities approved by the officers.
  - B. Prepare a budget and financial report for each event and present it to the officers.
  - C. Inform the membership of Special Events via the HEARTBEATS.

#### **ARTICLE IX - ELECTIONS**

- I. Election Supervisor
  - A. The officers will appoint an Election Supervisor no later than March 1 of each year.
  - B. The Election Supervisor will tally all ballots from the membership.
  - C. The Election Supervisor will notify the President of the election results.
- II. Voting
  - A. The Secretary will prepare and distribute to the membership a ratification ballot for all proposed amendments.

- B. The election of officers will be held at the State competition and JV Finals. If a member is not in attendance, he/she may request to vote in absentee. That request should be made in writing and sent to the Election Supervisor no later than one week prior to the first election.
  - C. Ballots for the proposed changes to the By-Laws and Constitution will be sent to the membership via the Heartbeats newsletter, with the manner of voting for the said changes to follow what is outlined in the newsletter.
  - D. The membership will send the ballots to the Election Supervisor, who will tally them.
  - E. A simple majority of fifty-one percent (51%) vote of the members in good standing, who return ballots, is required for the passage of a proposed amendment.
- III. Election Time Period
- A. Elections are to take place between the dates of March 1 and May 15.
  - B. In no case is the election time period to exceed three (3) weeks.
  - C. A ballot of amendments is to be prepared for membership ratification two (2) weeks after Executive Board approval.
- IV. Voting Privilege
- A. No one individual has more than a total of one (1) vote.
  - B. Board of Directors who are not a coach or judge have the right to vote.
  - C. Only members in good standing are eligible to vote.
- V. Determining Winners
- A. The candidate who receives a majority vote of the RETURNED ballots shall be declared the winner.
  - B. If a candidate is running unopposed in an officer election, then that candidate will be elected by acclamation, and an election for that position will not be held.

#### **ARTICLE X - AMENDMENTS**

- I. Amendments to the IDTA Constitution and By-Laws
- A. Mid-Year (September Executive Board Meeting)
    - 1. IDTA members may submit, in writing, to the President any proposed amendment changes.
    - 2. At the next scheduled officer's meeting, the officers will review any proposal to determine whether or not the proposed change will be forwarded to the membership immediately or held for year-end action.
    - 3. Proposals put to vote mid-year will be communicated through the next published HEARTBEATS.
    - 4. Proposals held for year-end action will appear on the list forwarded to Regional Representatives prior to spring regional meetings.
  - B. Year End (April Executive Board Meeting)
    - 1. IDTA members may submit, in writing, to the Secretary any proposed amendment changes on, or before, the day of the State contest.
    - 2. All submitted proposals will be reviewed and compiled, uncensored, by the Secretary, to be forwarded to all Regional Representatives.
    - 3. All proposed changes will be reviewed by Regional Representatives at their respective spring regional meetings, where additional changes may be proposed by the members.
    - 4. At the Executive Board post-state contest meeting, the list of proposed amendments will be debated, and finalized amendments will then be presented to the membership for ratification.

# ILLINOIS DRILL TEAM ASSOCIATION BY-LAWS

## ARTICLE I - IDTA REGIONAL CONTESTS

### I. Events Offered

Dance is to be present throughout all of the performances. Triad-- the simultaneous use of dance sequences, formation changes and equipment *all at the same time*--should be attempted throughout the performances.

#### A. Two – Three Minute Events

1. Pom
  - a. Emphasis is on the use of poms as the focal point of the performance.
  - b. Poms must be held and used by at least one team member 100% of the performance time.
2. Pom/Dance
  - a. Emphasis is on the blending of pom work and dance sequencing throughout the performance.
  - b. Pom effects should be incorporated with the dance sequencing to enhance the level of difficulty.
3. Jazz
  - a. Emphasis of the choreography should be on the rhythm and beats of the music.
  - b. Jazz technique should be present (turns, leaps, etc.)
  - c. Movement should be consistent with jazz choreography.
4. Hip Hop
  - a. Any style of hip hop is permitted.
  - b. Emphasis should be on the interpretation of the music and its rhythm.
5. Contemporary/Lyrical/Modern
  - a. Emphasis is on the choreography interpreting the emotions and/or lyrics of the music.
  - b. Routines may demonstrate, but are not limited to, balance, extensions, isolations, control, contractions, etc.
6. Kick
  - a. Emphasis is on the use of a variety of kicks (Varsity: 50 kicks minimum; JV/Jr. High: 35 kicks minimum).
  - b. A kick is defined any time the foot is higher than the waist level, regardless of where it originates from.
  - c. Ripples are defined as one kick.
  - d. Repeated group work will only be counted once during that phase.
  - e. Pick-ups are defined as continuous kicks.
7. Tall Flag
  - a. Limited to the use of tall flags (any flag with a staff longer than 3 1/2 feet, excluding caps).
  - b. Flags must be used 75% of the length of the routine.
  - c. Emphasis of the choreography should be on the rhythm and beats of the music.
8. Short Flag
  - a. Limited to the use of short flags (any flag with a staff shorter than 3 1/2 feet, excluding caps).
  - b. Flags must be used 75% of the length of the routine.
  - c. Any style of music is permitted.
9. Lyrical Flag
  - a. Limited to the use of flags.
  - b. Tall flags must be used 75% of the length of the routine.
  - c. Emphasis is a clearly defined story with the choreography emphasizing the emotion/lyrics of the music.
10. Color Guard
  - a. Emphasis is on the use of multiple equipment in which one of the elements must be a tall flag.
  - b. At least two of the following additional pieces of equipment must be used to enhance the performance: short flags, rifles, sabers, ribbons, hoops.
  - c. Props and backdrops may not be used; the focus is on the use of the equipment.

- B. Three – Four Minute Events
  - 1. Musical Theater
    - a. Portrays the feeling of the lyrics through dance and character.
    - b. Costume would be fitting to the theme. A costume that replicates trademark logos of any size is permitted.
    - c. Props and/or backdrops may be used.
    - d. Any style of dance is permitted throughout the routine to create a performance.
    - e. Set-up time is a five (5) minute limit.
- C. Four – Five Minute Events
  - 1. Steppers
    - a. Form of percussive dance in which the participant's entire body is used as an instrument to produce complex rhythms and sounds through a mixture of footsteps, spoken word and hand claps. Dance may be present, but should not be the primary focus.
    - b. Performance must be within the boundary lines of the traditional basketball court.
    - c. Props and/or backdrops may be used. They must also be safe to the gym floor.
    - d. Set-up time is a five (5) minute limit.
- D. Five – Six Minute Events
  - 1. Tall Flag Show
    - a. Emphasis is on the use of tall flags (any flag staff longer than 3 1/2 feet, excluding caps).
    - b. Tall flags must be used 75% of the performance time.
    - c. Short flags, rifles and sabers may be used to enhance the performance.
    - d. Any additional props may be used to enhance the performance, including floor coverings.
    - e. Backdrops may also be used.
    - f. Set-up time is a five (5) minute limit.
- E. Solos: Miss/Mr. IDTA
  - 1. Any style of dance or flags may be used.
  - 2. All solo routines must follow the guidelines required for team performances.
  - 3. Time limit is 1 ½ - 2 minutes.
  - 4. Limited to junior and senior varsity team members.
  - 5. Soloists are limited to competing at three regional contests.
  - 6. A soloist must receive a qualifying score of 80% to proceed to the Miss/Mr. IDTA Finals.
  - 7. The number of solo performances will be limited to fifteen (15) at each regional competition.
  - 8. All soloists who qualify may compete for the title of Miss/Mr. IDTA, which will be held in conjunction with JV/Jr. High Finals.
  - 9. The entry fee for regional contests is \$30.00 (paid to the Contest Host).
  - 10. The entry fee for the Miss IDTA Finals is \$50.00 (paid to IDTA).

## II. Requirements for Team Competition Categories

- A. Teams must floor at least 75% of members stated on the eligibility list, which includes alternates, or receive a penalty at the time of performance.
- B. Individual team members may not perform for both the JV and Varsity teams from the same school.
- C. Teams must follow all IHSA Safety Guidelines.
- D. Fulfill the time minimum/maximum
  - 1. Two – Three minute events: Two minute minimum/Three minute maximum
  - 2. Three – Four minute events: Three minute minimum/Four minute maximum
  - 3. Five – Six minute events: Five minute minimum/Six minute maximum

## III. Divisions

- A. Varsity
  - 1. Single A: Schools with an enrollment between 1 and 699.
  - 2. Double AA: Schools with an enrollment between 700 and 1799.
  - 3. Triple AAA: Schools with an enrollment of 1800 and over.
  - 4. Allowed to enter any category.
  - 5. May qualify for the State competition.
- B. Junior Varsity
  - 1. Only Junior Varsity teams are eligible for this division.
  - 2. Allowed to enter any category, except Solos/Miss IDTA.
  - 3. May qualify for the JV/Jr. High Finals.

- C. Junior High/Middle School
  - 1. Only Junior High/Middle School teams are eligible for this division.
  - 2. Allowed to enter any category, except Solos/Miss IDTA.
  - 3. May qualify for the JV/Jr. High Finals.
  
- IV. Performance Requirements
  - A. Performance Boundaries
    - 1. The performer's feet must remain inside the boundary lines of a regulation basketball floor during the performance. Equipment (i.e. sets, flags, poms and clothing) crossing the boundary lines during the performance will not be considered out-of-bounds. The hands are the only body part allowed to touch outside of the boundary lines to retrieve or discard equipment.
    - 2. The categories of Musical Theater, Color Guard, Steppers, and Flag performances will be allowed to pre-set equipment outside the boundary lines with the hands as long as the feet and body remain inside the boundaries. The hands are the only body part allowed to touch outside of the boundary lines.
    - 3. For all categories other than stated in IV.A.2: touching any part of the boundary line is out of bounds.
      - a. Any part of a performer's body which touches the boundary line is out-of-bounds.
      - b. Violating the plane above the boundary line is not a penalty.
    - 4. Floor coverings may be used but must remain within the boundary lines of a regulation basketball floor.
  - B. Performance
    - 1. Start of performance is when the team representative indicates to the music person to start the tape/CD.
    - 2. Begins with the first sound on the tape/CD, be it music, vocal command or other sound effects.
    - 3. Ends with the last sound on the tape/CD, be it music, vocal command or other sound effects.
    - 4. Will be allowed a five (5) minute time limit to set-up props/sets. No specific time limit is set for taking down props/sets--it is understood that teams will do this as quickly as possible.
    - 5. No pyrotechnics may be used.
  - C. Music
    - 1. All IDTA competitors must use music on cassette tape or a CD.
    - 2. All music is to be checked by the team coach for appropriate language; each team is held responsible for the suitability of its musical selections.
    - 3. Only one (1) track of music is to be recorded on both copies of the tape/CD.
    - 4. Two (2) copies of each piece of music must be brought to the music table directly before the performance.
    - 5. A team representative must remain at the music table until the music begins.
  - D. Props/Backdrops
    - 1. May only be used for Musical Theater, Flag Show, and Steppers.
    - 2. May not damage the gym floor, walls, ceiling or any other part of the host school.
    - 3. Must be liable, by the performing team's school, for the full repair costs determined by the host school if the team with props damages any part of the host school.
    - 4. Must fit through normal-size doors in a high school.
  - E. Prop Handlers
    - 1. Shall be considered a part of the performance and will be evaluated on their movements and their overall effect on the performance.
    - 2. Shall be assessed out-of-bounds penalties.
    - 3. Will not be counted as team members, but prop exchanges will be judged.
    - 4. Must be dressed in something other than the performing costume of the team.
    - 5. Must be high school students.
  
- V. General Penalties: Understand that any adjustments IDTA must make, due to IHSA standards, will be supported by IDTA, whether the penalties are listed below or must be added at a later date.

- A. Performance Penalties
1. One-tenth (1/10) point penalty for each second over or under time limit.
  2. One (1) point penalty for each violation with a five (5) point max:
    - a. Jewelry (exception: soft fabric chokers decorated with small rhinestones and that are securely affixed to costume fabric are permitted)
    - b. Excessive fingernail length
    - c. Improper footwear (definition of proper footwear: the toes and the entire sole of the foot must be covered with athletic or appropriate dance shoes)
    - d. Exposed midriff/torso/back - standard bra line and below
    - e. Illegal glitter (exception: shimmery eye shadow and glitter lotion are permitted)
    - f. Gum/candy
    - g. Uncovered supports/braces
    - h. Use of manufacturer's logo/trademark no larger than 2 square inches (exception: Musical Theater routines may replicate trademark logos of any size)
    - i. Use of American flag larger than 2x3 or 4x4 on a costume
    - j. Apparel/accessory safety, which includes dancing on hem of long pants; safety pins used on "outside" of costume; and performing tumbling skills in which weight is borne on the hands while wearing non-slip material over palms/fingers
  3. One (1) point penalty for each violation:
    - a. Failure to report to ready line, leading to a delay of the contest
    - b. Failure to meet team size (1 point for each person under/over the 75% requirement)
    - c. Use of flag taller /shorter than 3 1/2 feet
    - d. Delay of contest (incorrect music, music not cued, too long to set-up)
    - e. Kicking item on floor
    - f. Out of bounds
    - g. Performance after end of music
    - h. Failure to have rep at music table on time and remain until music begins
    - i. Failure to have 2 correct music pieces for each performance
    - j. Failure to have only 1 track per CD/tape
  4. Three (3) point penalties per violation:
    - a. Illegal moves as stated and detailed in the NFHS Spirit Rules Book
      1. Drops
      2. Height Limitation
      3. Stunt Spotters
      4. Props as Bases
      5. Dismounts
      6. Partner Stunts/Pyramids
      7. Rolls/Tumbling
      8. Tosses
      9. Transitional Stunts
      10. Sportsmanship Conduct
    - b. Endangering a performer or spectator
    - c. Prop handler violations
    - d. Coach/director/sponsor "coaching" during the performance
    - e. Failure to meet category requirements
  5. Five (5) point penalties per violation:
    - a. Damaging or excessive marking of the performance area
    - b. Desecration of the American flag
- B. After each performance, the coach should report to the Head Judge and sign the penalty sheet before the next performance begins. Failure to report means the penalties assigned will remain intact.

VI. Regional Awards

- A. Standard Awards
1. Contest hosts have the option to provide ribbons. It is not a requirement.
  2. Trophies should incorporate a top figure that would be appropriate for all categories.

- B. Award Chart
- | # of Teams | Minimum # of Trophies                 |
|------------|---------------------------------------|
| 1-3        | 1 <sup>st</sup>                       |
| 4-5        | 1 <sup>st</sup> and 2 <sup>nd</sup>   |
| 6-7        | 1 <sup>st</sup> – 3 <sup>rd</sup>     |
| 8-9        | 1 <sup>st</sup> – 4 <sup>th</sup>     |
| 10-11      | 1 <sup>st</sup> – 5 <sup>th</sup>     |
| over 11    | Trophies to at least 1/2 of the teams |
- C. Any Special Awards must be approved by the Contest Coordinator.
- D. IDTA will provide Qualification ribbons for each member qualifying for post-season contests. Teams will receive qualifier ribbons following receipt of payment.
- E. If two teams tie for a placement, they will both be awarded that placement.
- F. Teams must stay during the entire award program or have cleared leaving early with the Head Judge prior to the parade of teams.

VII. Qualifying for the State Contest

- A. Only Varsity teams can qualify for the State contest.
- B. Each Regional contest will qualify any team in each category if the score earned is 80% or above the points possible. Any team scoring below 80% will not qualify for the State contest.
- C. Acceptance of Qualification
1. Teams that have received a qualifying score will be announced at awards.
  2. Those teams having earned a qualifying score can choose to accept that qualification within 72 hours by emailing the Contest Coordinator. After that time, the qualifying score is no longer valid and the team will have to qualify at another Regional contest.
  3. Teams may qualify a maximum of three (3) routines.
- D. The State contest entry fee shall be \$100.00 per routine.

VIII. Qualifying for the JV/Jr. High Final Contest

- A. Only JV and Jr. High teams can qualify for the JV/Jr. High Final contest.
- B. Each Regional contest will qualify any JV team in each category if the score earned is 70% or above the points possible. Any team scoring below 70% will not qualify for the JV/Jr. High Final contest.
- C. Each Regional contest will qualify any Jr. High team in each category if the score earned is 65% or above the points possible. Any team scoring below 65% will not qualify for the JV/Jr. High Final contest.
- D. Acceptance of Qualification
1. Teams that have received a qualifying score will be announced at awards.
  2. Those teams having earned a qualifying score can choose to accept that qualification within 72 hours by emailing the Contest Coordinator. After that time, the qualifying score is no longer valid and the team will have to qualify at another Regional contest.
  3. Teams may qualify a maximum of two (2) routines.
- E. The JV/Jr. High Final contest entry fee shall be \$50.00 per routine.

IX. Pre-Contest Meeting

- A. Attendance is mandatory.
- B. Will be held prior to the start of the contest to meet the Head Judge and receive final instructions.
- C. Pre-contest information will be posted on the website within one week prior to each contest.
- D. Must have one (1) adult representative for each team from that school in attendance. Captains/team members may not attend.
- E. Failure to have a school representative in attendance will result in the coach being assessed a \$15.00 penalty fee, payable to IDTA and turned in to the Head Judge Assistant prior to the team taking the floor.

X. Regional Contest Hosts

- A. Shall have application and sanction fee submitted at the time the contest date is requested.
1. Amount of this fee shall be \$250.00.
  2. IDTA reserves the right to stipulate payment by the contest host of any other fees deemed necessary by the officers.
- B. Will be responsible for subsidizing the judges' travel fees equivalent to the cost of on judge for the contest. This travel fee is to be paid to IDTA, with the check submitted to the Head Judge on the day of the contest. The amount due will be included with the judging fee information provided by the Judging Coordinator prior to the contest.

- C. Must offer all of the IDTA categories of competition at their contests.
- D. Will use only IDTA certified judges.
- E. Entry fees
  - 1. IDTA member teams
    - a. For 1 or 2 areas of competition, the charge shall be \$70.00, unless approved by officers because of extenuating circumstances.
    - b. For each additional area of competition, the charge shall be \$15.00.
  - 2. Non-member teams
    - a. Will be charged an additional \$15.00 per event entered.
  - 3. Entry fees are not refundable.
- F. If a team sends in an entry form without payment, the team must pay the entry fee and cancellation fee if it drops 14 days prior to the contest. Failure to pay will result in membership not-in-good-standing.
- G. The contest should not last longer than eight (8) continuous clock hours from the beginning of the first performance until the end of the final performance, not including lunch and awards.
- H. Must use IDTA minimum trophy chart and give team trophies according to the chart.
- I. No floor time will be available at any contest.
- J. Must provide floor sweepers to clean the floor if necessary after a performance. The team is responsible for anything above and beyond the normal pom pieces, etc. that come off during a routine.
- K. Any team who is the only team entered in its division always has the option of moving up one division to compete for trophies in that category, but the team's score will be used for qualification in their original division. This option is an arrangement between the coach and the contest host and must be decided before the schedule of the day is created and sent to all schools.
- L. All cassette tapes used by the judges will be provided by the contest hosts, via IDTA.
- M. If a contest is chosen to use judging via a jump drive, the contest host will be required to pay any fees to the IDTA contracted audio/visual company.
- N. All Regional Contest results must be sent to the Contest Coordinator no later than the Monday after the invitational.
- O. If not in compliance with the rules for hosting a contest, the contest date for the following year may be in jeopardy for said contest host.

#### XI. Withdrawing

- A. Any team wishing to withdraw from one or more categories at a Regional competition must do so fourteen (14) or more days prior to the contest date or else be subject to a fine of \$50.00 per area dropped, paid to the host school.
  - 1. A team failing to pay the fine within five (5) working days will not be permitted to participate in any IDTA activity until said fine is paid.
  - 2. A team may write a petition to the officers requesting to waive the fine for extenuating circumstances, postmarked no later than one (1) week after the contest from which the drop was made.
  - 3. The host school is responsible for sending the first attempt of written notification to any competing team who has outstanding debts. After five (5) working days, the host may file a complaint with the Contest Coordinator against a school for outstanding debts.
- B. If a team is not allowed to travel to a Regional contest due to inclement weather, it will not be charged a drop fee.

#### XII. Judging

- A. All performances will be judged by two (2) performance judges and a penalty judge.
- B. All teams will receive master tabulation sheets of all events.
- C. All judges will give verbal evaluations.

## **ARTICLE II – IDTA JV/JR. HIGH FINALS**

- I. Divisions
  - A. Jr. High School
  - B. Jr. Varsity
- II. The JV/Jr. High Finals
  - A. The JV/Jr. High Finals entry fee will be \$50.00 per routine qualified.
  - B. Each team will be permitted two (2) categories of competition.
  - C. Awards
    - 1. The award system is the same as that used for Regional contests. (Refer to the “Award” section within this Constitution.)
    - 2. No special awards will be presented.
    - 3. Teams must stay during the entire award program or have cleared leaving early with the Contest Coordinator and Judging Coordinator prior to the parade of teams.
  - D. Drop fees will be assessed according to the rules enforced in a Regional contest.
- III. Judging
  - A. All performances will be judged by four (4) judges and a penalty judge. No verbal critique will be given.
  - B. All teams will receive master tabulation sheets of all events.
  - C. Total possible score is 200 points.

## **ARTICLE III - IDTA STATE CONTEST**

- I. Divisions
  - A. Single A: Schools with an enrollment between 1 and 699.
  - B. Double AA: Schools with an enrollment between 700 and 1799.
  - C. Triple AAA: Schools with an enrollment of 1800 and over.
- II. The State Contest
  - A. The State Contest entry fee will be \$100.00 per routine qualified.
  - B. Each team will be permitted three (3) categories of competition at the State Contest.
  - C. State Contest Awards
    - 1. First, Second and Third place will be awarded in each category/show. These teams will receive placement medals and a placement trophy.
    - 2. Fourth and Fifth place teams will receive placement ribbons.
    - 3. No special team awards will be presented at the State Contest.
    - 4. If two teams tie for a placement , they will both be awarded that placement.
    - 5. Teams must stay during the entire award program or have cleared leaving early with the Contest Coordinator and Judging Coordinator prior to the parade of teams.
  - D. Teams choosing to drop one (1) area of competition in the State Contest after officially committing to the Contest Coordinator:
    - 1. Automatically withdraw from all events.
    - 2. Shall be charged \$60.00 per event dropped in addition to the initial entry fee.
  - E. IDTA will organize and hold a random drawing for the order of appearance of teams at the State Contest. IDTA reserves the right to make any necessary alterations in the random drawing, if conflicts are apparent.
- III. Judging
  - A. All performances will be judged by six (6) judges and a penalty judge. No verbal critique will be given.
  - B. All teams will receive master tabulation sheets of all events.
  - C. Total possible score is 300 points.

## **ARTICLE IV - JUDGING**

- I. Any problems in rule interpretation will be decided by the Head Judge and a member of the Judging Committee at that contest.
- II. At no time will any decision made by the Head Judge supersede the rules and regulations set forth by IDTA.

## ARTICLE V - ETHICS AND APPEALS

- I. Ethics Committee
  - A. The Ethics Committee will be appointed by the IDTA officers to study any ethical protests from IDTA members.
  - B. The Committee will be appointed at the first Executive Board meeting following the State contest, and will serve for one year.
  - C. The Committee shall consist of two (2) judges, two (2) coaches, one (1) IDTA officer and the IDTA President. An alternate will be designated if the complaint is against any person or persons on the Ethics Committee.
  
- II. Procedure to File an Ethical Complaint
  - A. All ethical complaints must be sent in writing to the IDTA main office (President) and forwarded on to the Committee. The complaint must be postmarked within 48 hours of the contest or incident in question.
  - B. The Committee will determine whether or not the incident is an ethical issue. If a breach of ethics has occurred, the complaint will be forwarded on to the individual(s) the complaint was made against. The defendant(s) will have one (1) week to respond to said allegations in writing, and submit it to the Committee.
  - C. Upon receiving all necessary information, the Committee will meet and determine any sanctions or punitive actions to be taken. The Committee will respond in writing to all parties within two (2) weeks.
  - D. Decisions of the Ethics Committee are final unless superseded by the Board of Directors. To appeal a decision, all parties (the Ethics Committee or designated spokesperson; person filing complaint; and the defendant) must be present at the Board meeting in order for the appeal to be heard.
  
- III. Ethical Guidelines for Coaches, Teams and Fans
  - A. IDTA recommends the use of original creativity in choreography. For example, IDTA suggests that a team does not bring camp routines in their entirety or routines off TV to competitions.
  - B. Upon qualifying a routine for Super Sectional and/or State Contests, it is expected that the team keep that basic qualified routine. A team may make changes; however, changing the entire routine would state that that particular routine had not been qualified.
  - C. IDTA suggests that a coach give some thought to the uniform(s) that a team wears. Check to make sure that each uniform properly fits each team member and that the uniform looks good on each team member. This may affect your General Effect score slightly.
  - D. IDTA suggests that coaches talk with their team members about being appropriately attired for the length of a contest day.
  - E. IDTA would like for all persons involved to represent themselves, their parents, their school and their coach in the best manner possible. IDTA does not condone public displays of affection, heckling of teams or officials, or any signs of showing disrespect.
  - F. Any explicit lyrics indicating race, excessive violence, reference to illegal substances and/or sexual content within the song is not proper nor condoned by IDTA. The music used for all routines should be appropriate for ALL audience members. IDTA expects the music to be appropriate for family audiences and any exception causes a lack of audience appeal.
  
- IV. Appeals Committee
  - A. The Appeals Committee will be appointed by the IDTA officers.
  - B. The Committee will be appointed at the first Executive Board meeting following the State contest, and will serve for one year.
  - C. The Committee shall consist of three (3) IDTA officers and two (2) IDTA judges.
  
- V. Procedure to file an Appeal
  - A. All appeals must be sent in writing to the Judging Coordinator. The appeal must be postmarked within 48 hours of the contest or incident in question.
  - B. Before an appeal will be reviewed, the following must be submitted to the Judging Coordinator:
    - 1. Original judging tapes.
    - 2. A letter stating the exact concerns of the originator of the appeal.
  - C. Only rule interpretations, penalties and qualifications may be appealed. Other decisions, including judges' scores and placements, are final.

MINIMUM TEAM SIZE REFERENCE CHART

Team Size	Minimum	Team Size	Minimum	Team Size	Minimum
6.....	5	17.....	13	28.....	21
7.....	6	18.....	14	29.....	22
8.....	6	19.....	15	30.....	23
9.....	7	20.....	15	31.....	24
10.....	8	21.....	16	32.....	24
11.....	9	22.....	17	33.....	25
12.....	9	23.....	18	34.....	26
13.....	10	24.....	18	35.....	27
14.....	11	25.....	19	36.....	27
15.....	12	26.....	20	37.....	28
16.....	12	27.....	21	38.....	29