

CONSTITUTION of the KENTUCKY HIGH SCHOOL ATHLETIC ASSOCIATION

Specific case situations are contained in this section of the KHSAA Handbook which are interpretations and rulings which have been made in accordance with applicable provisions of the KHSAA Constitution. These interpretations supplement the printed rules but do not in any manner substitute for the actual rule. Many of these rulings have established precedent for the interpretation or enforcement of these provisions, and remain in place until further altered, re-interpreted, or otherwise set aside. Specific inquiries not addressed by published interpretations should be submitted in writing to the Commissioner of the KHSAA, 2280 Executive Drive, Lexington, KY 40505. Interpretive questions or eligibility rulings shall be requested and issued in writing.

ARTICLE I

NAME

The name of this organization shall be the Kentucky High School Athletic Association.

ARTICLE II

OBJECT

The object shall be the development, regulation, and purification of the athletic activities in this state.

ARTICLE III

MEMBERSHIP

This association shall be composed of public schools (grades 6-12) that are accredited by the Kentucky Board of Education and non-public schools that voluntarily comply with accrediting standards of the Kentucky Department of Education. Member schools are required to comply with the provisions of the Kentucky High School Athletic Association Constitution and Bylaws. No school shall become a member or continue to be a member whose detailed financial (athletic or otherwise), scholastic, and attendance records are not matters of public property or record. Grades K-5 shall not be eligible for membership.

ARTICLE IV

ADMINISTRATION AND LEGISLATION

Section 1. Officers

The officers of the Association shall be a Commissioner and a Board of Control composed of eighteen (18) members, at least three (3) of whom shall be African-American, and at least three (3) of whom shall be female.

Section 2. Representation and Governance

A) DESIGNATED REPRESENTATIVE

Each member school Principal may, in accordance with Bylaw 1, appoint one (1) DESIGNATED REPRESENTATIVE for each member school to represent that school in the Association.

B) BOARD OF CONTROL

1) REPRESENTATION

a) Eight (8) Board of Control members shall be elected by a vote of the PRINCIPALS or DESIGNATED REPRESENTATIVES of member schools in each section to serve as SECTIONAL Board of Control members. A SECTION is defined as the combination of two (2) contiguous regions as defined by the KHSAA alignment in basketball. Terms of these SECTIONAL Board of Control members shall be staggered so that two (2) are elected each year.

b) One African-American shall be elected by the PRINCIPALS or DESIGNATED REPRESENTATIVES from regions 1 through 8 and one African-American shall be elected by PRINCIPALS or DESIGNATED REPRESENTATIVES from regions 9 through 16 to serve as DESIGNATED members of the Board of Control. One female shall be elected by the PRINCIPALS or DESIGNATED REPRESENTATIVES from regions 1 through 8 and one female shall be elected by PRINCIPALS or DESIGNATED REPRESENTATIVES from regions 9 through 16 to serve as DESIGNATED members of the Board of Control. Terms of the DESIGNATED members shall be staggered so that one is elected each year.

c) One person shall be elected by the PRINCIPALS or DESIGNATED REPRESENTATIVES from regions 1 through 8 who shall come from the non-public (not classification A1 or D1 schools) member schools of the Association, and one person shall be

elected by the PRINCIPALS or DESIGNATED REPRESENTATIVES from regions 9 through 16 and shall come from the non-public (not classification A1 or D1 schools) member schools of the Association to serve as DESIGNATED members of the Board of Control. The terms of the DESIGNATED representatives required to be from the non-public member schools shall be staggered so that one is elected each even numbered year. Balloting for these non-public school representatives shall only be conducted among the non-public school representatives of the Association.

d) Four (4) at-large members of the Board of Control are to be appointed by the Kentucky Board of Education. These members are to be at-large appointments recommended by the Commissioner of the Kentucky Department of Education. These appointees shall not be an employee of any member school or its central administration, or the administration of the Kentucky Department of Education. At least one of these appointees shall be an African-American and one shall be a female. Terms of the at-large members shall be staggered so that one is appointed each year.

2) TERM IN OFFICE

a) Members of the Board of Control shall serve a four-year term in office unless filling an unexpired term created by death or resignation of a member, in which case the balance of the remaining term is the term in office. The term year for the Board of Control is July 1 through June 30.

b) No member is eligible to serve more than two (2) consecutive four-year terms with no further limits as to lifetime eligibility.

c) SECTIONAL members are not eligible to serve on the Board of Control if the region has been represented for two (2) consecutive four-year terms. If a SECTIONAL representative moves to a different region following his or her election, the region in which the member was employed at the time of election shall be used to determine the status of section for the next election.

3) ELIGIBILITY

a) To be eligible for membership as a SECTIONAL or DESIGNATED representative on the Board of Control, one shall be an employee holding a valid Kentucky Teaching Certificate issued by the Education Professional Standards Board and be an employee of an accredited KHSAA member school or system which is in good standing with the KHSAA. He or she shall be employed in the section he or she is to represent, and shall remain employed in that section during his or her tenure of office. Serving in a part-time capacity (less than three hours of instruction or other administrative duties other than a bonafide 100-day contract assignment as approved by rules of the Kentucky Teachers Retirement System) or on leave of absence (exclusive of employee earned sick leave) shall terminate the eligibility of the member. He or she shall not be eligible after serving two (2) consecutive four-year terms.

b) If a vacancy occurs with less than one year remaining on the term in office, the Board of Control shall fill the vacancy for the remainder of the term. If a vacancy occurs with one year or more remaining or if a newly elected member of the Board of Control is unable to take office at the start of his or her term, the Commissioner shall ensure the vacancy is filled within sixty (60) days in the same manner as that prescribed for the regular selection of Board members.

4) BALLOTING

a) NOTIFICATION - Notification to the PRINCIPALS or DESIGNATED REPRESENTATIVES of each school in each section in which a SECTIONAL or DESIGNATED member is to be elected, shall be made by the Commissioner not later than January 1 preceding the July in which a term is to begin.

b) NOMINATIONS - Nominations for membership on the Board of Control, signed by five PRINCIPALS OR DESIGNATED REPRESENTATIVES of the section, shall be in the hands of the Commissioner, for SECTIONAL or DESIGNATED positions that elect during the year not later than midnight, January 31 preceding the July in which a term is to begin.

c) BALLOTS - the Commissioner shall distribute Ballots for election before February 15 preceding the July of the year in which a term is to begin, to be returned on or before March 1

preceding the July in which a term is to begin.

d) **TABULATION** - Results of the election shall be tabulated by the Commissioner in the presence of a minimum of four witnesses with all ballots opened at the same meeting and time, and published in the "Athlete" Magazine.

5) ATTENDANCE

a) **REQUIREMENT** - Any elected member of the Board of Control shall attend 70% of the meetings (regular and special) of the Board during the July 1 to June 30 Board year.

b) **REPLACEMENT** - Any elected member of the Board of Control, unless excused for documented cause such as illness or injury by a majority of the members of the Board, who fails to attend at 70% of the meetings (regular and special) of the Board of Control between July 1 and June 30 during any year shall automatically upon such occurrence be deemed to have resigned from office, and a replacement shall be named in accordance with Section 3 (b) above.

6) OFFICERS

At the regular scheduled meeting of the Board prior to the close of the school year, the members of the Board shall elect from their membership, a President and President-elect to serve for the following year. They shall not be eligible to serve for more than four one-year terms in succession as an officer.

7) KENTUCKY DEPARTMENT OF EDUCATION LIAISON

The Commissioner of the Kentucky Department of Education shall designate a liaison person to meet with the Board of Control and to participate in all discussions, but to have no vote as a member of the Board of Control.

The KDE liaison shall provide an update on the actions taken by the Board of Control at each meeting of the Kentucky Board of Education, and shall report to the Board of Control any relevant action and appropriate information from the Kentucky Board of Education.

C) ANNUAL MEETING

Each member school of the Association through its **PRINCIPAL OR DESIGNATED REPRESENTATIVE** shall designate a representative for the **ANNUAL MEETING** to serve as a **DELEGATE** and shall submit the name to the Commissioner on or before September 10. The **ANNUAL MEETING** shall focus on current issues facing the Association and ways to promote athletics such as sports medicine, intramural and interscholastic programming and eligibility rules as well as debate and consideration of proposed changes to the organizations' Constitution and Bylaws. **DELEGATES** shall serve for a term of one year. If the duly designated **DELEGATE** does not attend the **ANNUAL MEETING**, the school shall remain not represented.

D) COMMISSIONER

The Board of Control shall employ a Commissioner for a term of one to four years, and shall determine the salary for the position.

Section 3. Duties of Officers

A) PRESIDENT

The President of the Board of Control shall preside at all its meetings, and at the **ANNUAL MEETING** of the Association. He or she may call special meetings of the Board of Control when deemed necessary.

B) PRESIDENT-ELECT

The President-Elect of the Board of Control shall perform the duties ordinarily pertaining to the office.

C) COMMISSIONER

The Commissioner shall:

- 1) Be the executive officer of the Association, subject to the advice of the Board of Control, and shall act as secretary-treasurer of the organization;
- 2) Employ personnel deemed necessary including those required by statute or decree;
- 3) Prepare and receive reports and keep all records as directed by the Board of Control as outlined in the Constitution, Bylaws, and Tournament Regulations. Provide a quarterly report of eligibility rulings to the Board of Control;
- 4) Interpret the Constitution, Bylaws, and Tournament Regulations;
- 5) Enforce all penalties provided for and fix penalties for violations for which no penalties are prescribed;
- 6) Have the authority to suspend offending schools for the violation of regulations prescribed in the Bylaws and Tournament

Regulations (The Board of Control through its own initiative or on appeal from a suspended school may sustain or set aside the action of the Commissioner);

7) Make arrangements for and conduct the management of all state tournaments after consulting the Board of Control as to the site and proposed plan of management and have authority to contract with appropriate entities to manage all postseason contests;

8) Be responsible for editing and publishing the "Athlete", and shall cause to be published in the "Athlete" the complete record of the minutes of each regular and called meeting of the Board of Control, said minutes to appear in the next issue of the "Athlete" immediately following the meeting of the Board of Control;

9) Arrange a series of baseball, basketball, field hockey, football, golf, soccer, softball, swimming, track, volleyball and wrestling rules interpretation clinics before the beginning of the respective seasons;

10) Promote sportsmanship among schools, athletes, and the general public; and

11) Submit an annual report through the Commissioner of Kentucky Department of Education to the Kentucky Board of Education in compliance with approved KARs relating to finances and programs for the preceding year, and planned programs for the current year. Advise the Kentucky Department of Education legal counsel of all legal action brought against the Association.

D) BOARD OF CONTROL

The Board of Control shall:

- 1) Have general supervision of the affairs of the Association deciding all questions and performing all duties not provided for in the Constitution;
- 2) Establish the Office of the Commissioner. Evaluate annually the performance of the Commissioner;
- 3) Establish salaries for staff comparable to duties and responsibilities;
- 4) Establish annually, goals and achievements for the Board of Control and the Association;
- 5) Perform a self-assessment of the Board of Control and the Association;
- 6) Report annually, the goals, achievements and self-assessments to the Kentucky Board of Education;
- 7) Hold a minimum of six regular meetings;
- 8) Be empowered to transact its business when a majority of its members is present at a meeting. This shall constitute a quorum. The complete Board of Control agenda shall be published online (exclusive of specific student appeal information) not less than five (5) business days before the date of the meeting. The minutes of all meetings of the Board of Control shall be published online (exclusive of specific student appeal information) not later than five (5) working days following final approval of the minutes the meeting. The minutes shall be detailed in nature. Unless the vote on an issue related to the Constitution, Bylaws and Tournament Rules was unanimously approved, the minutes shall include a record of how each member of the Board voted on each issue;
- 9) Review all proposed changes to the KHSAA Constitution and Bylaws. Have authority to reject any proposed change determined not to be in the best interest of the Association;
- 10) Have authority to publish an Association magazine;
- 11) Have authority, upon petition and for cause shown, to reinstate any student or coach who has been barred from competition;
- 12) Have the authority to assess fines and impose penalties in compliance with an established penalty code with minimum and maximum penalties for each rules violation;
- 13) Have authority to establish tournaments and meets in all sports and to adopt regulations for these tournaments and meets. The Board of Control shall have the authority to assess receipts of all postseason games, meets, or tournaments in all sports;
- 14) Have authority to amend the playing rules for any sport sponsored by the Association;
- 15) Have authority, as trustees, to purchase or otherwise acquire real property, and to sell, exchange, lease, mortgage, or in any

- manner dispose of any real property upon such terms and for such considerations as the trustees consider proper.; and
- 16) Appoint the delegate(s) who represents Kentucky at the annual meeting of the National Federation of State High School Associations yearly.

Section 4. Retirement of Executives

All members of the Executive staff shall qualify for membership and shall maintain status as an active member and contributor to the Kentucky Teachers Retirement System, and as such, shall abide by all of the rules of that organization regarding retirement and all other qualifying criteria.

ARTICLE V

REPRESENTATION AT THE ANNUAL MEETING

In the ANNUAL MEETING of the Association, the DELEGATES shall consist of one representative from each member school of the Association. The Kentucky High School Coaches Association, the Kentucky Association of Secondary School Principals, the Kentucky Association of School Superintendents, the Kentucky High School Athletic Directors Association and any other related group approved by the Board of Control shall also be entitled to designate a member to the ANNUAL MEETING who shall have voice but not vote in the proceedings of the meeting. The DELEGATES shall there transact all business of the ANNUAL MEETING. None but these DELEGATES shall have the right to vote. There shall be no vote by proxy.

ARTICLE VI

APPLICATION FOR MEMBERSHIP

The Principal of the school shall make application for membership in the Association to the Commissioner in writing. The principal shall state that he or she has read and is familiar with the Constitution, Bylaws, and Tournament Regulations of the Association. The Kentucky Department of Education shall be the authority as to the school's status as an approved secondary school.

A new school formed from schools under the auspices of the same board of education as a member school may be received into the KHSAA upon receipt of the application and a copy of the operational approval of the Kentucky Board of Education. Schools that originate from sources other than herein described shall remain in a candidacy status for a two-year period and shall be ineligible for postseason championship play during that period.

The deadline for accepting new applications for membership in the Association shall be July 1. The Board of Control of the KHSAA shall consider each application for membership for approval at its July meeting and shall have authority to deny the membership application of a school whose compliance history demonstrates that the school does not regularly and routinely act in the best interests of the Association or in the case where any requested records are not provided in a timely fashion.

ARTICLE VII

ASSOCIATION REVENUES

Section 1. Annual Dues

Each member school shall pay an annual membership fee to the Commissioner on or before September 1. The Board of Control shall determine the amount of the fee by policy. Although the official year of the Association begins July 1 and ends on June 30, member schools are given a grace period of two months in which to pay their annual dues. Schools failing to pay their dues by September 1 may be dropped from membership and shall be penalized in accordance with KHSAA Board of Control regulations.

Section 2. Postseason Revenue

A) DISTRICT TOURNAMENTS

In all sports that are classified into districts (except football), the participating schools in the district tournament shall divide the net revenues of the tournament after expenses agreed to by the schools and in accordance with established KHSAA Tournament Rules.

B) OTHER TOURNAMENT ROUNDS, ALL FOOTBALL PLAYOFFS

In all other tournament rounds and all rounds of the football playoffs, all revenue after expenses shall be divided among the schools within the classification of the participating team (i.e. basketball region, football district) in a manner to be determined by a majority vote of the schools in the classification (i.e. basketball region, football district).

ARTICLE VIII

AMENDMENTS

Section 1. Deadline for Filing

On or before May 1 preceding the convening of the Annual Meeting a DELEGATE or REPRESENTATIVE may file with the Commissioner any proposed change in the Association Constitution or Bylaws. The Commissioner shall submit the proposed changes approved by the Board of Control to the member schools by electronic or printed means within seven (7) calendar days of the Annual Meeting. Any proposal to be offered by the Board of Control shall be submitted to the member schools by electronic or printed means within seven (7) calendar days of the Annual Meeting. No proposals other than these may be considered at the ANNUAL MEETING.

Section 2. Vote Necessary to Amend

A two-thirds majority of all DELEGATES answering the roll at the ANNUAL MEETING shall be necessary to amend the Constitution or Bylaws.

Section 3. Referendum

The Board of Control may submit any proposed changes to the REPRESENTATIVES of member schools at any time by mail. If any proposal receives a two-thirds majority of all votes cast by the REPRESENTATIVES, they shall have the same force and effect as though passed at the ANNUAL MEETING. All votes received on a referendum shall be opened and counted at the same meeting.

Section 4. Vote of Single Sex Schools

A member school enrolling only one sex shall not have a vote on any phase of the Association's work not involving or pertaining to the school. Schools enrolling only boys shall not vote on matters pertaining only to girls' athletics, and schools enrolling only girls shall not vote on matters pertaining only to boys' athletics.

Section 5. Effective Date

Amendments receiving the requisite vote shall be effective when approved by the Legislative Research Commission in accordance with KRS Chapter 13A.

ARTICLE IX

RESPONSIBILITY OF THE PRINCIPAL

The principal of each school, in all matters pertaining to the athletic relations of his or her school, is responsible to this Association. He or she shall exercise control over all finances, the scheduling of contests, and all other matters involved in the management of his or her school athletic program. Any school whose athletic program (grades 6-12) is managed by a non-school group shall not be eligible to hold membership in the Kentucky High School Athletic Association.

The principal of each school shall require all participants in interscholastic athletics and their parent(s) or guardian(s) to acknowledge receipt of the eligibility rules as promulgated by the Association, and Kentucky Board of Education regulations prior to certifying their eligibility.

ARTICLE X

DISSOLUTION OF THE ASSOCIATION

Upon the dissolution of the Association, the Board of Control shall, after paying or making provisions for the payment of all liabilities of the Association, dispose of all assets of the Association exclusively for the benefit of the member schools of the Association that shall at that time qualify as exempt organizations under section 501 c (3) of the Internal Revenue Service Code of 1954 (or the corresponding provision of any future United States Internal Revenue Service Law). Any assets not so disposed of, shall be disposed of by the Court of Common Pleas of the county in which the principal office of the Association is then located, exclusively for purposes or to the organization or organizations, as the Court shall determine, which are organized and operated exclusively for educational purposes.

ARTICLE XI

MANAGEMENT OF INTERSCHOLASTIC ATHLETICS

The Kentucky Board of Education designates the Kentucky High School Athletic Association as the sole organization to manage interscholastic athletics in schools that are members in good standing of the Kentucky High School Athletic Association. Each local Board of Education is responsible to the Kentucky Board of Education for interscholastic athletics in grades K-5.

The Kentucky High School Athletic Association shall submit

annually the rules, regulations, and bylaws to the Kentucky Board of Education together with any proposed changes hereto. Appeals from the Kentucky High School Athletic Association Board of Control shall follow the KHSAA Due Process Procedure as approved by the Kentucky Board of Education.

The Kentucky High School Athletic Association shall conduct the meetings of the Board of Control of the Kentucky High School Athletic Association in accordance with Roberts Rules of Order as modified for use and all other matters shall be conducted in accordance with the Kentucky High School Athletic Association Board of Control Handbook and Policy Manual.