

# CONSTITUTION

August 1, 2019

Revised by Referendum — May 2019

## Article 1 — Name

**1-1-1** The name of this organization shall be the Ohio High School Athletic Association (OHSAA).

## Article 2 — Purpose

**2-1-1** The purpose of this non-profit organization shall be to regulate, supervise and administer interscholastic athletic competition among its member schools to the end that the interscholastic program be an integral factor in the total educational program of the schools. This shall be accomplished by cooperation with all agencies vitally concerned with the health and educational welfare of high school, middle school and junior high school students; determining qualifications of individual contestants, coaches, and officials; providing information through literature and other materials to facilitate athletic relations among member schools; establishing standards for sportsmanship and competition; furnishing protection against exploitation of school or student and in any manner directed by the member schools.

## Article 3 — Membership

**3-1-1** Membership in the OHSAA is voluntary and shall be renewed annually by each member school's Board of Education or similar governing body by execution of the Resolution Card approved by the Board of Directors.

**3-1-2** Member schools must either be chartered by the Ohio Department of Education or operate in accordance with the Ohio Department of Education Minimum Standards Chapter 3301-35-08 Non-Chartered Non-Tax Supported School.

**3-1-3** A school which loses its charter by action of the State Department of Education or which no longer operates in accordance with Ohio State Department of Education Minimum Standards Chapter 3301-35-08 Non-Chartered Non-Tax Supported School ceases to be a member of the Association.

**3-1-4** The annual membership period begins August 1 and continues until July 31 of the following year.

### 2 - Initial Membership

Note: Requirements for initial membership may be waived in the event that a public school district closes a current member school(s) and then reopens that school or multiple schools under different names and IRN's. Participation opportunities for students attending the new school(s) shall be addressed within the business rules of the OHSAA as well as state law.

**3-2-1** The Board of Education or similar governing body must adopt a resolution authorizing membership for prospective 7th and 8th grade schools and/or high schools seeking membership under its jurisdiction. When a new school is opened in a multi-high school/7th-8th grade school district or system, the Board of Education or similar governing body may simply add that school to its membership card.

Conversely, when a non-member school in a multi-high school/7th-8th grade school district desires to seek membership in the Association after having been a non-member school for at least one year, that school shall follow the requirements of initial membership as outlined in Constitution Article 3-2-3 for a minimum of one year BEFORE the Board of Education or similar governing body is permitted to add that school to its membership card.

**3-2-2** An Application for Membership on the form prescribed by the OHSAA must be completed and signed by the superintendent of the school district (or the person acting in a similar capacity for any non-public school).

**3-2-3** The applicant must be able to certify that with respect to its student-athletes and sports programs, the school has conformed with all bylaws and regulations of the OHSAA for a minimum period of one year immediately prior to the date of application.

- 3-2-4** The applicant must be able to certify that it has sponsored at least two varsity “recognized sports” (per Bylaw 1-5-1) per sports season in the year immediately prior to the date of application and that it intends to continue with its sponsorship of these recognized sports upon becoming a member of the OHSAA. Sponsorship of a varsity recognized sport means that the school conducts competition in a minimum of 50% of the maximum allowable regular season contests in each sport. Furthermore, the applicant must certify that it intends to and actually shall participate in the OHSAA-sponsored tournaments for each of the sports for which applicant provides sponsorship.

### **3 - Continuing Membership**

- 3-3-1** The Board of Education, or similar governing body, must adopt a resolution authorizing continuing membership in the OHSAA for all 7th and 8th grade schools and/or high schools wishing to continue membership under its jurisdiction, which resolution shall be submitted to the Executive Director’s office no later than June 30 of each year for the ensuing school year.

NOTE: Schools whose membership has been suspended for a year or which have not been a member for a year shall be considered as initial members and shall follow the requirements of initial membership as outlined in Constitution 3-2-3 for a minimum of one year BEFORE the Board of Education or similar governing board is permitted to add that school to its membership card.

- 3-3-2** Prior to the start of each school year, the superintendent (or person acting in a similar capacity on behalf of a non-public school) shall sign and file with the Executive Director’s office any and all required membership forms for the ensuing school year. If, at any time, a school’s Information Retrieval Number (IRN) changes, the Superintendent, or other administrative authority of that school system, is required to alert the Executive Director’s Office of such a change. Furthermore, the principal of each member school must sign and file with the Executive Director’s office the required sports registration forms.
- 3-3-3** A school that loses its charter by action of the State Department of Education or which no longer operates in accordance with Ohio State Department of Education Minimum Standards Chapter 3301-35-08 Non-Chartered Non-Tax Supported School ceases to be a member of the Association.
- 3-3-4** Subject to Article 3-3-5 below, a member high school must continue to sponsor two varsity “recognized sports” (per Bylaw 1-5-1) per sport season in the school year in order to maintain membership in the OHSAA.

7-8th grade schools must also sponsor two OHSAA recognized sports per season in the school year in order to maintain membership in the OHSAA. Sponsorship of a varsity recognized sport or a 7-8th grade sport means that the school is encouraged to compete in a minimum of 50% of the maximum allowable regular season contests in each individual sport, is required to conduct competition in a minimum of 50% of the maximum allowable regular season contests in a team sport, (see General Sports Regulations 7.2.1 and 7.2.2 for the definition of individual and team sports) and at the high school level is required to participate in the OHSAA sponsored tournament for each of those sports.

**Exception:** Schools that have restricted enrollment due to geographic placement and single gender schools may request written exemption from this sponsorship requirement prior to August 1 of the ensuing school year. The exemption may be granted solely at the discretion of the Executive Director’s office.

Note: Schools that were members as of the 2009-2010 school year and did not meet the two-sport per season provision within this article are exempt from this two-sport per season requirement until such time when they do meet the two-sport per season requirement.

- 3-3-5** If, during the course of any given school year, a member school fails to sponsor a minimum of two varsity “recognized sports” in any sport season or two OHSAA recognized sports per season at the 7-8th grade level, effective in the immediate ensuing sports season after the school fails to meet this minimum sponsorship obligation, the school’s membership shall be placed on probation, and the school’s remaining sports teams shall be ineligible for participation in any OHSAA sponsored tournaments at the high school and/or 7th-8th grade level during that probationary period.

Furthermore, that school’s probation shall remain in effect for three consecutive sports seasons, during which time the school must resume sponsorship of two sports per sport’s season. If the probationary school fails to sponsor two sports per sport’s season during this probationary period, the school’s membership in the OHSAA shall be terminated.

Note: Probation has a different meaning than suspension as denoted in Constitution 3-3-6.

**3-3-6** In the event a member school is compelled to suspend sponsorship of its extracurricular activities, including interscholastic sports, due to levy failures or other economic hardships, that school’s membership in the OHSAA shall likewise be temporarily suspended until such time as the existing member school petitions to re-activate its membership in the OHSAA. During this period of suspended membership, all rights and privileges associated with membership shall be suspended.

**Article 4 – Membership Dues**

**4-1-1** The Board of Directors shall have the authority to levy any dues deemed necessary.

**Article 5**

**1 - Governance**

**5-1-1** The Board of Directors directs the Executive Director and establishes policy for the efficient operation of the Association.

**2 - Board of Directors**

**5-2-1** The Board of Directors shall be composed of one classification representative from each of the district athletic boards elected from an athletic district, three representatives from district athletic boards elected from an athletic district: one who is an ethnic minority, one who is a female and one who is a 7th & 8th grade representative, a non-voting ex-officio member from the State Department of Education and a non-voting ex-officio member from the Ohio Interscholastic Athletic Administrators Association.

**3 - Qualification for Board of Directors Membership**

**5-3-1** The district athletic board representatives shall be members of the teaching profession and employed fulltime (minimum of 180 days) by a member school or schools. They shall be elected members of the district athletic boards representing the classification of schools or a representation category (female, ethnic minority and 7th & 8th grade) and the athletic districts whose terms of office are set for the Board of Directors according to this table.

YEAR	C	E	NE	NW	SE	SW	C	E	NE	NW	SE	SW
2019-2020	AA	A	AAA	A	AA	AAA	M		7-8			F
2020-2021	AA	AA	A	A	AAA	AAA	M	F	7-8			
2021-2022	AAA	AA	A	AA	AAA	A		F		M		7-8
2022-2023	AAA	AAA	AA	AA	A	A				M	F	7-8
2023-2024	A	AAA	AA	AAA	A	AA		7-8	M		F	
2024-2025	A	A	AAA	AAA	AA	AA	F	7-8	M			
2025-2026	AA	A	AAA	A	AA	AAA	F				7-8	M
2026-2027	AA	AA	A	A	AAA	AAA				F	7-8	M
2027-2028	AAA	AA	A	AA	AAA	A	7-8	M		F		
2028-2029	AAA	AAA	AA	AA	A	A	7-8	M	F			
2029-2030	A	AAA	AA	AAA	A	AA			F	7-8	M	
2030-2031	A	A	AAA	AAA	AA	AA				7-8	M	F
2031-2032	AA	A	AAA	A	AA	AAA	M		7-8			F
2032-2033	AA	AA	A	A	AAA	AAA	M	F	7-8			
2033-2034	AAA	AA	A	AA	AAA	A					M	7-8

**5-3-2** The State Department of Education Representative employed by the State Department of Education and appointed by the Superintendent of Public Instruction shall be an ex-officio non-voting member of the Board of Directors.

**5-3-3** The representative of the Ohio Interscholastic Athletic Administrators Association shall be an ex-officio non-voting member of the Board of Directors.

#### 4 - Selection of Members to the Board of Directors

- 5-4-1** District athletic board members who are serving in the appropriate classification/representation category shall automatically be nominated for the Board of Directors position. In the matter of nominees from the classification positions (A, AA, AAA), the respective District Athletic Boards shall select the representative to serve on the Board of Directors. The deadline for appointment shall be no later than the May meeting of the Board of Directors.
- 5-4-2** When a vacancy or temporary incapacitation occurs for reasons other than expiration of term, the Board of Directors shall appoint a member for the remainder of that term or the duration of the incapacitation, who is qualified in accordance with this Constitution.
- 5-4-3** In the event that a District Athletic Board may not have a candidate to fulfill the term of a female, ethnic minority or 7th & 8th grade representative at the time when that candidate's term commences, the Board of Directors may appoint a candidate that meets the candidate's qualifications for the duration of that term.

#### 5 - Term of Office

- 5-5-1** The term of office of a Board of Directors representative selected from a District Athletic Board shall be a full term of two years and begin on August 1.
- 5-5-2** The term of office of a Board of Directors representative ceases immediately when the representative no longer meets the qualifications in Constitution 5-3.
- 5-5-3** The term of office of the State Department of Education and the Ohio Interscholastic Athletic Administrators Association representatives shall be indefinite, and a vacancy shall be filled through appointment by the State Superintendent of Public Instruction and the Ohio Interscholastic Athletic Administrators Association leadership, respectively.

#### 6 - Powers and Duties of the Board of Directors

- 5-6-1** The powers and duties of the Board of Directors include but are not limited to:
1. Employ the Executive Director, Senior Directors, Directors, Assistant Directors and Coordinators.
  2. Employ a Senior Director of Finance who shall render reports as requested by the Board of Directors, and shall cause to be published annually the audited financial report for the past fiscal year.
  3. Conduct an annual review and/or evaluation of the Executive Director and Senior Director of Finance.
  4. Determine contracts with Association personnel.
  5. Provide a retirement system for employees.
  6. Determine the contest rules and regulations for each sport.
  7. Organize and conduct all state sponsored interscholastic athletic tournaments and set entry fees as needed.
  8. Establish an appeals process by which decisions of the Executive Director's Office can be reviewed. This process may include holding hearings involving eligibility, qualifications, game contracts and controversies between or among schools and/or participants and officials regarding interscholastic athletics. This process may also include the appointment of an Appeals Panel separate from the Board of Directors for the review of all rulings by the Executive Director's Office. If the Board appoints an Appeals Panel, the Appeals Panel shall have exclusive appellate jurisdiction over all rulings by the Executive Director's Office. Appeals decisions, whether rendered by an Appeals Panel or the Board of Directors, shall be final. Neither the Board of Directors nor an Appeals Panel, if one is appointed, has the authority to waive, amend, or set aside any bylaw but rather must apply the bylaws precisely as they are written. The Board of Directors shall make the decision to appoint an Appeals Panel no later than the June meeting of the Board of Directors.
  9. When appropriate, compel the attendance at any OHSAA hearing of the principal, athletic director, coach or such other school administrator from any school(s) affected or likely to be affected by the outcome of that hearing.

10. The Board of Directors may make regulations and business rules to promote the purpose of the Association.
11. The Board of Directors may declare a position vacant on a District Athletic Board when an elected member fails to attend three consecutive meetings and/or fulfill the requirements of the position.
12. The Board of Directors may suspend a school from membership in the Association.

**7 - Divisions of State into Districts**

**5-7-1** The Board of Directors shall divide the state geographically into six districts to be known as the Central, East, Northeast, Northwest, Southeast, Southwest districts. The responsibility of each District Athletic Board shall be to execute those powers and duties as stipulated in Constitution 7-7-1 and 7-7-2 for the member schools that are located in the geographic district bearing the same name.

**5-7-2** All member schools shall be assigned to the athletic district in which the school is located.

**5-7-3** Member schools requesting permission to transfer from one district to another district must submit, in writing, to the releasing and receiving district athletic boards and the Executive Director, letters stating reasons for the transfer. Both district athletic boards shall be given an opportunity to take advisory action which shall be completed within 90 days. The Board of Directors will take action to approve or deny the transfer request within a 90-day period. All petitions for transfer become effective at the beginning of the school year with no retrospective activation.

**5-7-4** All member schools within an athletic district shall be assigned one of three classifications (A, AA or AAA) based upon the school’s size of enrollment as provided by the State Department of Education. All boys and girls in grades 9, 10 and 11 included in the school’s October enrollment report shall be counted for enrollment purposes with the exception of students who are identified as children with disabilities as expressed within the OHSAA Business Rules for Obtaining Enrollment Data. The Board of Directors is authorized to adopt policy for assigning students, who are not specified as assigned to a particular high school, to the appropriate member high school and to publish the policy on the Association’s website.

Note: The policy, Business Rules for Obtaining Enrollment Data, was first prepared in April 2007, has since been modified, and is posted on the OHSAA website ([www.ohsaa.org](http://www.ohsaa.org))

**5-7-5** The classification of schools within a given athletic district shall be determined on a biannual basis.

**8 - Meetings**

**5-8-1** Immediately following the June meeting of the Board of Directors, the Board shall elect a president and vice-president to serve a term of one year beginning on August 1 and ending the following July 31.

**5-8-2** The regular meetings shall be determined by the Board of Directors. Special meetings of the Board of Directors may be called by the President, or by any three voting members.

**9 - Quorum**

**5-9-1** Five voting members of the Board of Directors shall constitute a quorum for the transaction of business.

**Article 6 — Executive Director**

**6-1-1** The Executive Director shall be the chief executive officer of the Association and shall take the initiative in enforcing the Bylaws and Regulations and promoting the purpose of the Association.

**6-1-2** The Executive Director shall make recommendations to the Board of Directors for all appointments for all employees in the Association office.

**6-1-3** The Executive Director shall conduct an annual review and/or evaluation of all employees in the Association office or designate another administrative staff member to conduct said reviews and/or evaluations.

- 6-1-4** The Executive Director or another administrator staff member designated by the Executive Director shall decide all questions and interpretations of the Constitution, Bylaws and Regulations, and shall impose and enforce penalties. The Executive Director may compel the attendance of the principal, athletic director, coach or such other school administrator of the member school/schools whom the Executive Director deems to have knowledge or information relevant to any issues in any hearing before the Executive Director or the Board of Directors.
- 6-1-5** The Executive Director shall provide for the preparation of forms for the use of schools, distribute reports and bulletins, arrange and conduct clinics, tournaments and other athletic contests.
- 6-1-6** The Executive Director's Office shall provide the Board of Directors with business rules and other data pertinent to any phase of the Association's work and perform duties as directed by the Board of Directors. The Executive Director shall be responsible for the minutes of the Board of Directors' meetings.
- 6-1-7** The Executive Director shall provide the Board of Directors with data pertinent to any phase of the Association's work and perform other duties as directed by the Board of Directors.
- 6-1-8** The Executive Director shall assign duties and responsibilities to all employees.

**Article 7 - District Athletic Boards**

**1 - Membership**

- 7-1-1** The district athletic boards shall be composed of nine members. Each of the three classifications (A, AA, AAA) of schools will be represented by two members on each district athletic board, and there will be three at-large members elected: one who is an ethnic minority, one who is a female and one who is a representative of a 7th & 8th grade school according to the following tables:

<b>District</b>	<b>Year of Election</b>	<b>Class</b>	<b>Starting Date</b>	<b>Ending Date</b>
CENTRAL	2019	AAA	August 1, 2019	July 31, 2025
		Female	August 1, 2019	July 31, 2025
	2020	A	August 1, 2020	July 31, 2026
		Minority	August 1, 2020	July 31, 2026
	2021	A	August 1, 2021	July 31, 2027
		7th & 8th	August 1, 2021	July 31, 2027
	2022	AA	August 1, 2022	July 31, 2028
	2023	AA	August 1, 2023	July 31, 2029
	2024	AAA	August 1, 2024	July 31, 2030
		Female	August 1, 2025	July 31, 2031
	2026	A	August 1, 2026	July 31, 2032
		Minority	August 1, 2026	July 31, 2032
	2027	A	August 1, 2027	July 31, 2033
		7th & 8th	August 1, 2027	July 31, 2033
	2028	AA	August 1, 2028	July 31, 2034
2029	AA	August 1, 2029	July 31, 2035	
2030	AAA	August 1, 2030	July 31, 2036	
EAST	2019	AAA	August 1, 2019	July 31, 2025
		Minority	August 1, 2019	July 31, 2025
	2020	AAA	August 1, 2020	July 31, 2026
		7th & 8th	August 1, 2020	July 31, 2026
	2021	A	August 1, 2021	July 31, 2027
		Female	August 1, 2021	July 31, 2027
	2022	A	August 1, 2022	July 31, 2028
	2023	AA	August 1, 2023	July 31, 2029
	2024	AA	August 1, 2024	July 31, 2030
	2025	AAA	August 1, 2025	July 31, 2031
		Minority	August 1, 2025	July 31, 2031
	2026	AAA	August 1, 2026	July 31, 2032
7th & 8th		August 1, 2026	July 31, 2032	

<b>District</b>	<b>Year of Election</b>	<b>Class</b>	<b>Starting Date</b>	<b>Ending Date</b>	
EAST	2027	A	August 1, 2027	July 31, 2033	
		Female	August 1, 2027	July 31, 2033	
	2028	A	August 1, 2028	July 31, 2034	
	2029	AA	August 1, 2029	July 31, 2035	
NORTHEAST	2030	AA	August 1, 2030	July 31, 2036	
	2019	AA	August 1, 2019	July 31, 2025	
		7th & 8th	August 1, 2019	July 31, 2025	
	2020	AA	August 1, 2020	July 31, 2026	
		Female	August 1, 2020	July 31, 2026	
	2021	AAA	August 1, 2021	July 31, 2027	
		Minority	August 1, 2021	July 31, 2027	
	2022	AAA	August 1, 2022	July 31, 2028	
	2023	A	August 1, 2023	July 31, 2029	
	2024	A	August 1, 2024	July 31, 2030	
		AA	August 1, 2025	July 31, 2031	
	2025	7th & 8th	August 1, 2025	July 31, 2031	
		AA	August 1, 2026	July 31, 2032	
	2026	Female	August 1, 2026	July 31, 2032	
		AAA	August 1, 2027	July 31, 2033	
	2027	Minority	August 1, 2027	July 31, 2033	
		AAA	August 1, 2028	July 31, 2034	
	2028	A	August 1, 2029	July 31, 2035	
	2029	A	August 1, 2030	July 31, 2036	
	NORTHWEST	2019	AA	August 1, 2019	July 31, 2025
2020		Female	August 1, 2019	July 31, 2025	
		AAA	August 1, 2020	July 31, 2026	
2021		Minority	August 1, 2020	July 31, 2026	
		AAA	August 1, 2021	July 31, 2027	
2022		7th & 8th	August 1, 2021	July 31, 2027	
		A	August 1, 2022	July 31, 2028	
2023		A	August 1, 2023	July 31, 2029	
2024		AA	August 1, 2024	July 31, 2030	
		AA	August 1, 2025	July 31, 2031	
2025		Female	August 1, 2025	July 31, 2031	
		AAA	August 1, 2026	July 31, 2032	
2026		Minority	August 1, 2026	July 31, 2032	
		AAA	August 1, 2027	July 31, 2033	
2027		7th & 8th	August 1, 2027	July 31, 2033	
		A	August 1, 2028	July 31, 2034	
2028		A	August 1, 2029	July 31, 2035	
2029		AA	August 1, 2030	July 31, 2036	
SOUTHEAST		2019	A	August 1, 2019	July 31, 2025
		2020	Minority	August 1, 2019	July 31, 2025
	A		August 1, 2020	July 31, 2026	
	2021	7th & 8th	August 1, 2020	July 31, 2026	
		AA	August 1, 2021	July 31, 2027	
	2022	Female	August 1, 2021	July 31, 2027	
		AA	August 1, 2022	July 31, 2028	
	2023	AAA	August 1, 2023	July 31, 2029	
	2024	AAA	August 1, 2024	July 31, 2030	
		A	August 1, 2025	July 31, 2031	
	2025	Minority	August 1, 2025	July 31, 2031	
		A	August 1, 2026	July 31, 2032	
	2026	7th & 8th	August 1, 2026	July 31, 2032	
		AA	August 1, 2027	July 31, 2033	
2027	Female	August 1, 2027	July 31, 2033		

District	Year of Election	Class	Starting Date	Ending Date
SOUTHEAST	2028	AA	August 1, 2028	July 31, 2034
	2029	AAA	August 1, 2029	July 31, 2035
		7th & 8th	August 1, 2029	July 31, 2035
	2030	AAA	August 1, 2030	July 21, 2036
		Minority	August 1, 2030	July 31, 2036
SOUTHWEST	2019	A	August 1, 2019	July 31, 2025
		7th & 8th	August 1, 2019	July 31, 2025
	2020	AA	August 1, 2020	July 31, 2026
		Female	August 1, 2020	July 31, 2026
	2021	AA	August 1, 2021	July 31, 2027
		Minority	August 1, 2021	July 31, 2027
	2022	AAA	August 1, 2022	July 31, 2028
	2023	AAA	August 1, 2023	July 31, 2029
	2024	A	August 1, 2024	July 31, 2030
	2025	A	August 1, 2025	July 31, 2031
		7th & 8th	August 1, 2025	July 31, 2031
	2026	AA	August 1, 2026	July 31, 2032
		Female	August 1, 2026	July 31, 2032
	2027	AA	August 1, 2027	July 31, 2033
		Minority	August 1, 2027	July 31, 2033
	2028	AAA	August 1, 2028	July 31, 2034
	2029	AAA	August 1, 2029	July 31, 2035
2030	A	August 1, 2030	July 31, 2036	

**2 - Qualifications for Election and Retention of a Position on the District Athletic Board**

- 7-2-1** Members of the district athletic boards shall be members of the teaching profession and employed fulltime (minimum of 180 days) with high school responsibilities in a member school or schools, within the respective athletic district they represent. A member of the teaching profession is defined as an individual who holds a professional license as a teacher or administrator or serves as an athletic administrator approved by the Board of Education or other governing board in a non-public school. The 7th & 8th grade representative on each district athletic board shall be a member of the teaching profession and employed fulltime with more than 60% of his or her duties in that 7th & 8th grade school.
- 7-2-2** All licensed teaching and administrative personnel assigned to only one high school who are standing for election to one of the classification positions on the district athletic board shall be eligible to represent either the boys or girls classification of the school at the time the term of office begins.
- 7-2-3** All other licensed teaching and administrative school employees who are standing for election to one of the classification positions on the district athletic board must represent the boys or girls classification of a high school in the school district where employed at the time the term of office begins.
- 7-2-4** Only one member of a district athletic board may be employed by the same city, exempted village or local school district Board of Education in a public school or similar governing body in a non-public school. The Board of Directors shall have the sole authority to resolve all election issues pertaining to the district athletic boards including, but not limited to eligibility of candidates and conflicts under this provision.
- 7-2-5** A district athletic board member who remains employed in the same school at which she/he was employed at the time of his/her election is entitled to serve his/her full term provided she/he continues to have high school responsibilities and regardless of change in classification of his/her school. 7th & 8th grade district athletic board members who remain employed in the same school district are entitled to serve the full term provided they continue to have at least 60% of their responsibilities at the 7th & 8th grade level.



- 7-2-6** A district athletic board member who changes employment (from one high school to another or one school district to another school district) may continue to serve the term of office to which elected provided the following conditions are met:
- 1) the school/school district of new employment is assigned to the same OHSAA athletic district;
  - 2) the classification of the new school is the same as the school at which she/he was employed at the time of his/her election; and
  - 3) there is no conflict with 7-2-4. **Note:** At-large elected members may continue to serve provided they remain employed fulltime in a school within the same OHSAA athletic district and there is no conflict with 7-2-5.

**3 - Nomination**

- 7-3-1** Nomination for district athletic board membership shall be by petition, signed by at least six member high school principals other than the nominee, regardless of classification within the district involved. Nomination for the 7th & 8th grade membership shall be by petition, signed by at least six member 7th & 8th grade principals other than the nominee.
- 7-3-2** The nominating petition shall be obtained from the OHSAA Executive Director’s office and shall contain the name and school of the candidate and specify the term of office. In order to be valid, a petition in a regular election must be received by April 30 at the OHSAA office no later than 4:00 p.m.

**4 - Elections**

- 7-4-1** The election of representatives to the district athletic boards shall be held during the second week of May. Ballots listing the names and schools of certified candidates shall be sent to member high school principals in the district to be represented based on the classification the voting member’s school will hold during the subsequent school year. In order to be counted, ballots must be received by May 15 no later than 4:00 p.m.
- 7-4-2** District athletic board candidates who are running for one of the classification positions shall be elected by a vote of the principals of member high schools of their classification within their district. At large district athletic board candidates shall be elected by a vote of all the principals of the member high schools within their athletic district (female and minority representatives) or the principals of the member 7th & 8th grade schools (7th & 8th grade representative).
- 7-4-3** In case of a tie in election of board members, the tie shall be broken by a run-off election. In the event there is a tie vote in the run-off election, the tie shall be broken by a “toss of coin” at Association headquarters under the supervision of the Executive Director.

**5 - Term of Office**

- 7-5-1** A full term of office for District Athletic Board members shall be six years beginning August 1.

**6 - Vacancies**

- 7-6-1** The term of office of a district athletic board representative ceases when the representative no longer meets the qualifications in Constitution 7-2.
- EXCEPTION: If the district athletic board representative is retiring and, prior to the effective date of retirement he/she has received a commitment from an employer that said employer will employ him/her, the term of office of that representative shall continue PROVIDED the Board of Education or similar governing body takes affirmative action to employ the representative within 30 days of the effective date of retirement and the re-employment effectively begins within 65 days of the effective date of retirement.
- 7-6-2** When a vacancy occurs for an elected representative on the district athletic board for reasons other than expiration of the term, the Board of Directors shall appoint an interim representative who meets all of the requirements of the position and who shall serve until such time as the newly elected representative, elected during the next regularly scheduled election, takes office. This appointment shall take place at the next regularly scheduled meeting of the Board of Directors after the vacancy occurs.

## 7 - Powers and Duties

- 7-7-1** The district athletic boards shall assist the Board of Directors and the Executive Director in promoting the purposes of the Association, in organizing and conducting interscholastic athletic tournaments, and other duties as directed by them.
- 7-7-2** Each district athletic board shall be responsible for forwarding to the Executive Director's office, financial and other specified reports on sectional and district tournaments, and all other materials and records as required to support the Association's annual audit.

## 8 - Meetings

- 7-8-1** The annual organizational meetings of the district athletic boards shall be held in August at which time one of its members shall be elected president and one vice-president, both of whom shall serve for one year.
- 7-8-2** District athletic board meetings will be determined by each board to fulfill their responsibilities.
- 7-8-3** Special meetings of the district athletic boards may be called by the President, or by any three members of the board.

## 9 - Quorum

- 7-9-1** Five members of a district athletic board shall constitute a quorum for the transaction of business.

## Article 8

### 1 - Amendments to the Constitution and Bylaws

- 8-1-1** In the event of a proposed or adopted legislative action or court order that modifies an existing bylaw or article of the constitution, the Board of Directors may immediately authorize the change in the bylaw or constitution so that the bylaws and/or constitution of the OHSAA will be in compliance with Ohio state law or the proposed legislative action. In addition, the Board is authorized to circulate an emergency petition for referendum vote to amend the Constitution and/or Bylaws in the event of circumstances that arise that cause conflict within the Constitution and/or Bylaws.
- 8-1-2** The constitution and bylaws of this Association may be amended by a referendum vote of the member schools in which the principal of the member school shall cast the vote of the school.
- 8-1-3** With respect to a matter which concerns only 7th & 8th grade member schools, principals of 7th & 8th grade member schools may vote. With respect to all other matters, only the principal of a member high school shall vote.
- 8-1-4** Any proposed amendment shall be adopted if it receives a majority of the votes cast.
- 8-1-5** An amendment may be initiated by the Board of Directors or by petition signed by the principals of no less than 75 member schools with a minimum of five signatures required from each district.
- 8-1-6** Prior to circulation of the petition for signatures, the originators of the petition shall consult with the Executive Director's office to ensure that the petition is accurate and constructed in such a manner that it will change all related provisions of the constitution and/or bylaws of the OHSAA and file the proposed petition with the Executive Director's office prior to obtaining signatures. The originator(s) of a petition may be any person(s) who is employed as an administrator, teacher or coach in an OHSAA member school. The school or school district where employed must be noted with the name on the petition.
- 8-1-7** Petitions to be submitted for referendum vote must be filed with the Executive Director's office between August 1 and December 1 inclusive.
- 8-1-8** Voting on referendums to amend the constitution and bylaws shall be conducted between May 1 and May 15. Ballots shall be received in the OHSAA office no later than 4:00 p.m. on May 15.
- 8-1-9** The member school principal shall return the referendum ballot to the OHSAA office by the deadline specified in article 8-1-8. Failure to return the referendum ballot shall result in a fine to the member school which failed to return the ballot. The Board of Directors, in accordance with Bylaw 11, shall establish the fine.

Note: The Board of Directors has established a fine of \$100 for those schools that fail to submit a ballot.

- 8-1-10** All referendums to amend the constitution and bylaws will be presented for public explanation and discussion at a spring meeting of any principals and/or superintendents Associations at the request of the respective Association. In addition, similar public explanation and discussions should occur at other meetings of school administrators prior to the vote in May.
- 8-1-11** Amendments to the constitution and bylaws which receive a majority approval shall become effective August 1 following the vote unless the Board of Directors establishes another date, which date is indicated on the ballot.
- 8-1-12** No amendment submitted by petition for referendum vote may be resubmitted within three years of the previous vote, except by Board of Directors action.