



# NORTH CENTRAL WASHINGTON ACTIVITIES ASSOCIATION WIAA DISTRICT #6

TO: All District 6 Athletic Directors  
FR: Bruce Campbell, Director  
RE: Reporting WIAA Violations

Following discussions at the District 6 Executive Board meeting in December the District Director was asked to provide the member schools with a memo describing the proper procedure for reporting violations of WIAA rules. Below are the procedures.

When a school is self-reporting a violation of WIAA rules it is the responsibility of the violating school to send a written report to their league with a copy being sent to the District Director. This written report should include the following information:

1. A specific reference to the article(s) numbers in the WIAA handbook that was/were violated.
2. The date(s) that the violation(s) occurred.
3. A brief outline of the specifics of the violation(s).
4. The action taken by your school in response to the violation(s).
5. The remedies that your school will make to ensure the violation(s) will not occur in the future.

It is then the leagues responsibility to review the action taken by the offending school and to either approve or add further sanctions. The league must then send a written report of the action it took to the District Director. The District Director will provide the information to the District Executive Board who will review the action taken by the school and league to either approve or add further sanctions. The District Director is responsible for tracking all rules violations in District 6 for the District Executive Board and will complete an annual report to the WIAA Office.

A school, which is not in agreement to the action taken by the league, may appeal it to the District Executive Board. Further, if the action taken by the District Executive Board is not satisfactory, the school may appeal to the WIAA District Director's Appeals Panel. Finally, if the action taken by the District Directors is not satisfactory, the school may appeal to the WIAA Executive Board.

The appropriate WIAA Handbook references for the above are as follows:

- Article 27.1.0, 27.2.0 on page 77 of the handbook
- Article 27.6.0 on pages 79 and 80 of the handbook
- Article 28.0.0 on pages 80 of the handbook
- Article 28.1.0, 28.2.0 on pages 81, 82 and 83 of the handbook