

Washington State Elementary Chess Championship Tournament Policies

(Ratified by majority vote at April 25, 2009 coaches meeting)

Version 2009

1.0 Policy Board

1.1 *Creation of the Board*

1.1.1 The Policy Board was initiated by a majority of the votes cast at the 2004 annual coaches' meeting (see history). As of Revision 2009 the current board is as follows:

1.1.2 Policy Board members to serve April 2008-2010:

Region 1	Norm May	Alternate	Will Fugate
Region 2	none	Alternate	none
Region 3	Ed Dodd	Alternate	none

1.1.3 New Policy Board members to serve April 2009-2011:

Region 1	Mark Cohen	Alternate	Shea Patrick
Region 2	David Hendricks	Alternate	none
Region 3	David Sommers	Alternate	James Stripes

1.2 *Policy Board Purpose*

1.2.1 The board was formed to recommend the policies to be followed in the conduct of the Washington State Elementary Chess Championship Tournament.

1.2.2 The recommendations of the Policy Board will be presented at the annual coaches' meeting and will be ratified if approved by the majority of the electors.

1.2.3 Policy Board recommendations which resolve issues not addressed in the currently-ratified policies shall be binding until the next annual coaches' meeting. Policy Board recommendations which impact the current year's tournament may be applied to the current year's tournament at the discretion of the tournament organizer.

1.2.4 The Policy Board shall maintain a website listing the currently ratified Policy and all new recommendations.

1.3 *Policy Board Membership*

1.3.1 **Regions**

1.3.1.1 Region 1 shall cover the area within the state of Washington west of the Cascade Mountain range and south of and inclusive of Pierce County, and includes the Olympic Peninsula.

1.3.1.2 Region 2 shall cover the area within the state of Washington west of the Cascade Mountain range and north of and inclusive of King County.

1.3.1.3 Region 3 shall cover the area within the state of Washington east of and inclusive of the Cascade Mountain range.

1.3.1.4 Two members shall represent each region.

1.3.2 **Elections**

1.3.2.1 Elections shall be held once a year at the annual coaches' meeting. One member shall be elected from each region to serve a two-year term. The candidate receiving the highest number of votes from the votes cast from eligible electors from his/her region shall be selected. The candidate receiving the second highest number of votes from the votes cast from eligible electors from his/her region shall be selected as the alternate for one year.

1.3.2.2 Alternate members will be invited to attend all policy board meetings as non-voting members.

1.3.2.3 If there is only one alternate from a region, that alternate will serve as the alternate for both board members from the region until the next election.

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- 1.3.2.4 If a board member cannot attend a board meeting, the alternate can take the place of the absent member for purpose of all votes taken at that meeting and for insuring that a quorum is present.
- 1.3.2.5 If a member resigns from the board, and there is no alternate available, the board will elect a replacement member who will serve until the next coaches meeting.
- 1.3.2.6 The board may choose to fill vacant alternate positions. Alternates elected by the board will serve until the next annual coaches meeting.
- 1.3.2.7 Before electing a replacement board member or alternate, the board will solicit nominations from coaches via the WSECC website and email notification of the vacancy. After announcing a vacancy, the board will wait at least two weeks before selecting a replacement board member.
- 1.3.3 **Secretary**
- 1.3.3.1 The organizer of the winning bid for the state tournament to be held two years hence shall be designated as the board Secretary for one year.
- 1.3.3.2 In the event that a two-year bid is not presented, the policy board shall determine the Secretary with strong preference being given to a person from the region responsible for the tournament two years hence.
- 1.3.4 **Terms**
- 1.3.4.1 Terms for members and the Secretary shall commence at the conclusion of the annual coaches' meeting at which they were elected.
- 1.3.4.2 The term for a Secretary shall expire at the conclusion of the first annual coaches' meeting after which they were elected.
- 1.3.4.3 The term for policy board members shall expire at the conclusion of the second annual coaches' meeting after they were elected. The term for members from the initial board elected to a one-year term shall expire at the conclusion of the first annual coaches' meeting after they were elected.
- 1.4 ***Policy Board Meetings***
- 1.4.1 The Policy Board shall conference a minimum of three times per year.
- 1.4.2 The Secretary shall determine the time and date of the policy board meetings and shall distribute this information to the members a minimum of seven days prior to the meeting. The Secretary shall call a meeting upon the request of two or more members of the policy board, or as needed to meet the minimum requirement.
- 1.4.3 The Secretary shall conduct the board meeting.
- 1.4.4 Proposals for the board shall be determined by a majority vote of the six board members.
- 1.4.5 Minutes for Policy Board meetings will be prepared by the Secretary and posted on the Policy Board website after being approved by a majority of the members present at that meeting. The minutes shall indicate the region responsible for the next board meeting.
- 1.4.6 The Policy Board may conduct business of a nature that cannot wait for the next in-person meeting by alternate means, such as electronically. For such alternate meetings to be valid, the following conditions must be met:
 - 1.4.6.1 The item requiring a vote must be clearly stated and made available to all members.
 - 1.4.6.2 Each member must be allowed to communicate his/her opinion on the topic to the other members.

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- 1.4.6.3 The vote tabulation must be conducted after each member has been given a chance to voice his or her opinion. The Secretary will clearly call for voting on the issue and allow a reasonable amount of time for each member to vote.
- 1.4.6.4 The results of the vote shall be posted on the Policy Board website.
- 2.0 **Annual Coaches' meeting**
- 2.1 ***Date and Location***
- 2.1.1 The annual coaches' meeting will take place on the date of that year's Washington State Elementary Chess Championship Tournament.
 - 2.1.1.1 If policy changes need to be discussed in detail and the time allocated for the meeting does not allow for ample discussion time, the policy board will set up discussion meetings on the Friday evening before the state tournament or during the early rounds of the tournament.
 - 2.1.1.2 If discussion meetings are scheduled, a vote only meeting will be held during or following the last round of the tournament.
- 2.1.2 The location of the meeting shall be in close walking distance of the playing area of the tournament.
- 2.1.3 The meeting shall be conducted in conjunction with the tournament playing time.
- 2.2 ***Agenda***
- 2.2.1 The agenda for the annual meeting will be determined by the policy board, but shall at a minimum consist of the following items:
 - 2.2.1.1 Election of new board members.
 - 2.2.1.2 Ratification of new or revised policy recommendations.
 - 2.2.1.3 Presentation and selection of the winning bid for the tournament site two years hence. (For 2006, presentation and selection of the winning bid for 2007 must also be on the agenda.)
- 2.2.2 The agenda for the annual meeting shall be posted in advance on the Policy Board Web Site as well as the website of the current year's tournament if applicable.
- 2.2.3 The outgoing Secretary of the Policy Board shall preside over the meeting.
- 2.3 ***Electors***
- 2.3.1 Although any person is welcome to attend the annual coaches' meeting, space limitations will dictate the number of attendees. Priority will be given to electors.
- 2.3.2 Washington state teams with team codes in the NWSRS which have players registered for the current state tournament under that code are allocated a minimum of one and a maximum of five electors.
- 2.3.3 The number of electors allocated to a team is determined by taking the number of players registered and dividing by five. This number is rounded up to the next whole number. The maximum number of electors that a team may have is five.
- 2.3.4 A team with multiple electors that has fewer representatives present than the number of eligible electors, shall only vote the number of electors equal to the number of physically present representatives.
- 2.3.5 No person shall act as a multiple elector for one team nor shall they act as the elector for multiple teams.
- 2.3.6 Agenda items requiring a vote shall be decided by a majority of the electors present.

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2.4 *Minutes of the Meeting*

2.4.1 The minutes of the meeting will be prepared by the outgoing Policy Board Secretary and accepted after being approved by a majority of the new Policy Board. The minutes of the meeting will be posted on the Policy Board website.

3.0 **Washington State Elementary Chess Championship Tournament**

3.1 *Rotation of Tournament Sites*

3.1.1 The site of the state tournament will rotate between regions. The regions are defined in Policy 1.3.1.

3.1.2 The 2005 tournament was held in Region 2, and the rotation will continue in Region 3 in 2006, followed by Region 1 in 2007 and Region 2 in 2008. The rotation of regions will continue to follow this pattern so that each region will have an opportunity to host every third year.

3.1.3 Bids for sites for a particular year are limited to sites physically within the region and organized by a person or organization located within the region.

3.1.4 The winning bid shall be selected from the bids presented at the annual coaches meeting two years in advance of the tournament. Individuals or groups wishing to present a bid will present the board with a written copy no later than two weeks prior to the annual coaches' meeting. At the minimum, the written bid must include information the following items: facility/venue, game format and rules, awards, food, projected player fees, check-in schedule, team tables, shirts, hosts, and hotels. The board will post the bids on the website one week prior to the coaches meeting.

3.1.5 In the event that no bids are presented from the "designated region" two years in advance:

3.1.5.1 The "designated region" shall be given a chance to present bids at the next annual coaches' meeting.

3.1.5.2 Individuals or groups wishing to present a bid for the next year's tournament will inform the Policy Board no later than four weeks prior to the annual coaches' meeting in order to retain their "designated region" status.

3.1.5.3 In the event that the "designated region" does not submit a bid for the following year, four weeks prior to the annual coaches' meeting, bids will be accepted from any region for the next year's tournament.

3.1.5.4 In this event, the "designated region" may miss its turn and will have to wait for the next rotation to become the "designated region".

3.1.5.5 If the "designated region" does provide a bid for its year, but not until after the 4 week deadline, it will compete with the other bidders with no preferential consideration.

3.1.6 In the annual coaches' meeting in 2005, bids will be presented for 2006 from Region 3 and for 2007 from Region 1.

3.1.7 The format of the Washington State Elementary Chess Championship Tournament shall use grade level divisions with the option of restricted ratings divisions within each grade at the discretion of the tournament organizer. These divisions shall use a minimum U800 restriction. If ratings restrictions are implemented, they must be implemented across grades 1-3 and/or 4-6.

3.1.8 Players are required to play within their grade section.

3.1.9 The use of electronic recording devices shall be at the discretion of the tournament organizer.

3.2 *Definition of a State Tournament Qualifying Tournament*

3.2.1 A division must have six players to begin the first game.

3.2.2 At least three schools must be represented.

3.2.3 NWSRS must validate the pairings and results.

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- 3.2.4 Only tournaments held in the state of Washington will be qualifiers.
- 3.2.5 Restricted ratings tournaments may also qualify. The minimum will be an Under 800. Tournaments restricted to players not yet qualified for state will not count as state qualifiers.
- 3.2.6 Multi-grade, grade level, all-girls, and all-boys tournaments will be allowed.
- 3.2.7 The first date to hold a qualifying tournament shall be the first Saturday after Labor Day (US) and the last date shall be two weeks prior to the state tournament. All tournament results must be submitted to NWSRS by the Monday following the last eligible tournament date.
- 3.2.8 Minimum game duration shall be "Game 25".
- 3.2.9 All scheduled rounds must be played barring circumstances beyond the control of the tournament director.
- 3.3 ***Eligibility of Player to Participate in the State Tournament***
- 3.3.1 A player in grades K-6 must win at least three points out of maximum of five to qualify.
- 3.3.2 A Kindergarten player may qualify by winning at least two out of five in a multi-grade division.
- 3.3.3 In the event that a qualifying tournament is organized with more than five rounds, a player must win more than half the points available in the tournament to qualify.
- 3.3.4 Players who reside outside the state of Washington may play in local Washington tournaments, but they are ineligible to participate in the Washington State Elementary Chess Championship Tournament.
- 3.4 ***Middle School Participation***
- 3.4.1 A sixth grader will be given the option to play with his/her previous year's elementary school team or to play for his/her middle school team.
- 3.5 ***State Tournament Minimum Trophy Requirements***
- 3.5.1 Top scoring players for each grade level.
- 3.5.2 Top scoring school teams for grades 1-3 combined and 4-6 combined. Kindergarten section shall not be included in calculation of team scores for 1-6.
- 3.5.3 If ratings restrictions are implemented, team trophies shall be calculated and awarded for both the "open" categories and the ratings restricted categories separately.
- 3.5.4 The number of trophies to be presented for each category and the inclusion of other categories is at the discretion of the tournament organizer.

- 4.0 ***Definition of Teams, Schools, Team Membership and allocation of school codes.***
- 4.1 At the Washington State Chess Championships teams are comprised of students who attend the same school. (See also 4.3.2.3 and 4.4.2)
- 4.1.1 A school is defined as an institution which has one name, is located in one building or connected adjacent buildings, and is under one administrator and which provides core curricular instruction in English, math, science, and social studies. A "local public school" for a home schooled or virtual school student is defined as the public school the student would attend if attending public school.

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- 4.1.2 Players attending a school as defined in 4.1 that has a “School Code” must play under that school code at the Washington State Elementary Chess Championship Tournament.
- 4.2 A student will be considered to attend a school if and only if he or she physically attends classes at that school building and receives more than 50% of his or her core curricular instruction during those classes.
 - 4.2.1 Each school may enter only one team per section.
 - 4.2.2 A sixth grader attending a middle school may compete with his or her fifth grade team or may compete for the middle school.
- 4.3 Teams may also be comprised of home schooled students.
 - 4.3.1 A home schooled student is defined as a student who receives at least 50% of his or her core curricular instruction at home.
 - 4.3.2 Home school students have the following options with regard to forming and/or participating on a scholastic team.
 - 4.3.2.1 A home schooled student or student that attends a private school or other alternative school may represent his or her local public school when access to extra-curricular activities is permitted and the student resides within the boundaries of the local public school as defined in 4.1.
 - 4.3.2.1.1 If a school district does not have any locally established chess programs an appeal may be made to the “eligibility committee” to allow a player to participate with another team in another district. The eligibility committee will consist of the current policy board. If an individual (player, coach or parent) wish to appeal the decision of the policy board, they will submit their appeal to the “eligibility commission.”
 - 4.3.2.1.2 Once there are 6 players from a school then they will not be allowed to play for alternate schools and a code will be established for the school they attend. If a player starts playing with a team in September they may compete with that team for the entire school year. If at the end of the year, it has been determined that there are six players from a school the players will form their own team for the following school year.
 - 4.3.2.1.3 Eligibility Commission.

The Eligibility Commission is an appeal body of 5-7 members established by the WSECC Policy board. It elects its own chair from its membership. The members should be appointed from a variety of geographical locations and school sizes, but all should be active in state chess tournaments and events.

The WSECC Policy Board applies the eligibility policy as needed. The Board, when approving a player to play for another school, will notify the Commission Chair through email. The

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Commission Chair will then pass on the information to the Commission itself. A Commission member may question a decision and bring it to a Commission vote (simple majority). The Commission can be activated in 3 other ways:

- a) If an individual (player, coach, or parent) requests an appeal of a Board decision, they may submit the appeal to the commission, which will handle the matter in as timely a matter as possible.
- b) If the WSECC board cannot come to consensus on an eligibility issue, they may pass it off to the Commission for a timely resolution.
- c) The Commission should review the policies and make amendments as needed. The information should be sent via email to as many coaches as possible. At the State Team coaches' meeting at the end of the year, any proposed changes in policy should be presented. To facilitate their work, the commission relies upon electronic communication. All commission members should have consistent access to email.

- 4.4 Teams may also be comprised of virtual school students.
 - 4.4.1 A virtual school student is defined as a student who receives at least 50% of his or her core curricular instruction on-line, but not in the school building.
 - 4.4.2 Virtual school students have the same options with regard to forming and/or participating on a scholastic team as home school students as set forth in 4.3.2.1-4.
- 4.5 A scholastic team must contain a minimum of two players to be eligible for team prizes.
- 4.6 There is no maximum number of players who may compete on a team, but only the top 4 scores in any section count for team score at the Washington State Chess Championships
- 4.7 School codes are the code used to determine a player's team in the NWSRS (Northwest Scholastic Rating System)
 - 4.7.1 A code shall be assigned to any school, as defined in 4.1.
 - 4.7.2 Home School teams shall be given a code when a coach or parent requests the code. Home school players and teams must meet all of the criteria of section 4.
 - 4.7.3 Challenges to a player's eligibility to play on a team shall be made to the Policy Board. Affected team organizers or the affected player may submit challenges. The Policy Board shall decide the player's team code in the NWSRS system for the Washington State Elementary Chess Championship Tournament, and may also submit changes to the NWSRS system in January.
 - 4.7.4 Changes by a player to his or her team code must be accompanied by an application (Email) indicating consent of both the old and new team organizer(s), and/or coach(es). Sixth graders switching between their old elementary or current middle school shall be exempt from this requirement.

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- 4.7.5 A player attending a pre-school should use the school code for the school he or she plans to attend as a Kindergartener, and shall play in the Kindergarten section.
- 4.7.6 If an elementary school is limited to grades lower than 5 (i.e. K-2) the coach or team organizer may request that this school be combined with the upper grade school, which includes 5th grade to which the students would normally advance. Once requested, the combined school code will remain this way, until and unless the grade levels for the lower grades are re-aligned by the school district. In this situation five students from the combined schools will make the school code an "Active School".
- 4.7.7 Players who do not attend a school with an active code and do not meet the criteria for joining another school code will be coded as independent and will not play as a part of a team.
- 4.7.8 Any team found to have an ineligible player at the Washington State Chess Championships shall be removed from the team competition at the tournament. The individual players of a team removed from the team competition may compete for individual awards. All challenges to team membership must be submitted to the Board no later than ten days prior to the state tournament.

History of prior board members:

The initial election of members took place during the annual coaches' meeting in 2004. Two members were elected from each region. The candidate from each region who received the most votes in his/her respective region is to serve two years. The candidate from each region who received the second most votes in his/her respective region is to serve one year. The candidate receiving the third most votes will be designated as the alternate for that region.

The initial Policy Board had the following members:

Region 1	2 year term	Norm May	Through April 2006
Region 1	1 year term	Alan Svehaug	Through April 2005
Region 2	2 year term	Colin Southcote-Want	Through April 2006
Region 2	1 year term	Mark Morales	Through April 2005
Region 3	2 year term	David Merrill	Through April 2006
Region 3	1 year term	Chris Copeland	Through April 2005

Subsequent Policy Board members have included:

Region 1	Jon Light	2005-2007
Region 2	John Rader	2005-2007
Region 3	Brian Talbot	2005-2007
Region 1	Larry Clark	2006-2008
Region 1	Steven Davis	2007-2008
Region 2	Peter Meisner	2006-2008
Region 3	James Stripes	2006-2008
Region 1	Scott MacDonald	2008-2009
Region 2	Marianne Mowat	2008-2009
Region 2	April Nowak	2007-2008
Region 3	Dan Breitenfeldt	2008-2009