

**ILLINOIS SWIMMING  
 RULES AND REGULATIONS COMMITTEE  
 2020 FALL HOUSE OF DELEGATES  
 PROPOSED AMENDMENTS/CHANGES/DELETIONS  
 TO BYLAWS, RULE AND POLICIES**

| NUMBER | DESCRIPTION   | LOCATION   | ACTION |
|--------|---|--|--------|
| R-1    | To clarify use of electronic voting at House of Delegates   | Bylaw 4.11 - Voting                                    |        |
| R-2    | To clarify standards of email voting for the Board of Directors   | Bylaw 5.15 – Mail/Email Vote                           |        |
| R-3    | To clarify entry fee limitations in this section considering proposed change contained in P-2                     | Rules and Regs 206.7.5 – Championship Meets/Entry Fees |        |
| R-4    | To establish practice and rule for hosting future virtual House of Delegates; to match proposed USAS legislation. | Bylaw 4.8 – Meeting Time and Location                  |        |
| P-1    | To modify ISI Mission Statement to be in line with USA Swimming policies on athlete safety.                       | Policy and Procedure 1.3 – Mission Statement           |        |
| P-2    | To eliminate caps on entry fees for teams hosting non-championship meets.   | Policy and Procedure 4.2 – Entry Fee Charges           |        |
| P-3    | To conform the Policy and Procedure Manual to current officiating practices.                                      | Policy and Procedure 7 – Officials                     |        |
| P-4    | Delete addendum 4, should P-3 pass, as redundant.   | Policy and Procedure Addendum 4                        |        |
| P-5    | To delete Addendum 5, should P-6 pass.  | Policy and Procedure Addendum 5                        |        |
| P-6    | Potential replacement for the Warmup procedures.  | Policy and Procedure Addendum 5                        |        |

The current Rules and Regulations with Bylaws are available [HERE](#).

The Current Policy and Procedure Manual is available [HERE](#).

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| R-1 ACTION: | Adopted | Defeated | Adopted/Amended | Tabled | Postponed | Pulled |
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LOCATION: Bylaw 4.11 - Voting

PROPOSED BY: ISI Board of Directors

PURPOSE: To clarify the use of electronic voting for the House of Delegates. No rule currently forbids, but the Rules should specify that it is allowed.

EXISTING RULE: 4.11 VOTING Except as otherwise provided in these Bylaws or the Parliamentary Authority, all motions, orders, and other propositions coming before the House of Delegates shall be determined by a majority vote.

PROPOSED CHANGE: 4.11 VOTING Except as otherwise provided in these Bylaws or the Parliamentary Authority, all motions, orders and other propositions coming before the House of Delegates shall be determined by a majority vote. The Board of Directors may approve electronic voting which otherwise complies with these by-laws and all applicable laws. Any such approved voting process will be announced prior to the meeting of the House of Delegates, consistent with the Notice requirements contained herein.

RATIONALE: To allow the Board of Directors the explicit flexibility to use electronic voting methods, as opposed to the implicit power now granted.

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| R-2 ACTION: | Adopted | Defeated | Adopted/Amended | Tabled | Postponed | Pulled |
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LOCATION: Bylaw 5.15 – Mail/Email Vote

PROPOSED BY: ISI Board of Directors

PURPOSE: To add email voting to the existing bylaw so titles, to allow the board to vote via email as well as first class mail in a manner of drafting consistent with Illinois law.

EXISTING RULE: .15 MAIL/EMAIL VOTE - Any action which may be taken at any regular or special meeting of the Board of Directors, except elections, or removals of appointed Board members, committee chairs and members, may be taken without a meeting. If an action is to be taken without a meeting, the Secretary, by first class mail, postage prepaid, or email, shall distribute a ballot to every Board Member entitled to vote on the matter. The ballot

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shall set forth the proposed action, provide an opportunity to specify approval or disapproval, and provide a reasonable time (but in no event less than the period specified in Section 5.16) within which to return the ballot to the Secretary. Action by ballot shall be valid only when the number of votes cast in favor of the proposed action within the time period specified constitutes a majority of the votes entitled to be cast.

PROPOSED CHANGE:

.15 MAIL/EMAIL VOTE –

.1 Any action which may be taken at any regular or special meeting of the Board of Directors, except elections, or removals of appointed Board members, committee chairs and members, may be taken without a meeting.

.2 If an action is to be taken without a meeting, the Secretary may, by first class mail, postage prepaid, ~~or email, shall~~ distribute a ballot to every Board Member entitled to vote on the matter. The ballot shall set forth the proposed action, provide an opportunity to specify approval or disapproval, and provide a reasonable time (but in no event less than the period specified in Section 5.16) within which to return the ballot to the Secretary. Action by ballot shall be valid only when the number of votes cast in favor of the proposed action within the time period specified constitutes a majority of the votes entitled to be cast.

.3 If an action is to be taken without a meeting, the Secretary may, to the email of the Director registered with the Secretary, distribute a ballot to every Board Member entitled to vote on the matter. The ballot shall set forth the proposed action, provide an opportunity to specify approval or disapproval, and provide a reasonable time (but in no event less than the period specified in Section 5.16) within which to return the ballot to the Secretary. Action by ballot shall be valid only when the number of votes cast in favor of the proposed action within the time period specified constitutes a majority of the votes entitled to be cast.

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| R-3 ACTION: Adopted | Defeated | Adopted/Amended | Tabled | Postponed | Pulled |
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LOCATION: Rule 206.7.5

PROPOSED BY: ISI Board of Directors

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91 PURPOSE: To clarify that the entry fees established in the Rules is for ISI  
92 championship meets.  
93

94 EXISTING RULE: Entry fees shall be \$8.00 per individual event and \$16.00 per  
95 relay team. A swimmer surcharge of \$2.00 shall be assessed for  
96 each swimmer entered in individual events.  
97

98 PROPOSED CHANGE: Entry fees for all championship meets as defined by this section  
99 shall be \$8.00 per individual event and \$16.00 per relay team. A  
100 swimmer surcharge of \$2.00 shall be assessed for each swimmer  
101 entered in individual events.  
102

103 RATIONALE: To clarify limitations on championship meet entries in light of  
104 potential change to Policy and Procedure manual about non-  
105 championship meets.  
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| R-4 ACTION: Adopted | Defeated | Adopted/Amended | Tabled | Postponed | Pulled |
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108 LOCATION: Bylaw 4.8 Meeting Location and Time

109 PROPOSED BY: Jack Yetter, ISI Admin Vice Chair and Chair, ISI Rules and  
110 Regulations Committee  
111  
112

113 PURPOSE: To establish allowed practice of virtual House of Delegates.  
114  
115

116 EXISTING RULE: 4.8 MEETING LOCATION AND TIME All meetings of the  
117 House of Delegates shall take place at a site within the  
118 Territory. The House of Delegates or the Board of Directors shall  
119 determine the location and time of all meetings of the House of  
120 Delegates.  
121

122 PROPOSED CHANGE: 4.8 MEETING LOCATION AND TIME All meetings of the  
123 House of Delegates shall take place at a site within the  
124 Territory. The House of Delegates or the Board of Directors shall  
125 determine the location and time of all meetings of the House of  
126 Delegates. If federal, state, or local law, policy, or regulation  
127 prohibits physical gathering sufficient to conduct a House of  
128 Delegates meeting within the Territory, a House of Delegates  
129 meeting may be conducted through conference equipment by  
130 means of which all persons participating in the meeting can  
131 hear each other at the same time. In that circumstance,  
132 participation by such means shall constitute presence at that  
133 meeting.  
134

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135 RATIONALE:

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This is a proposal to USA Swimming's House of Delegates as a mandatory change to bylaws to be voted on in September 2020. If it passes, it will be mandatory for ISI to adopt. If it fails at national convention, we should still adopt for our own purposes.

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|---------------------|----------|-----------------|--------|-----------|--------|
| P-1 ACTION: Adopted | Defeated | Adopted/Amended | Tabled | Postponed | Pulled |
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3 LOCATION: Policy and Procedure 1.3 – Mission Statement

4

5 PROPOSED BY: Michael Lawrence, LFSC

6

7 PURPOSE: All LSCs should be held to the same requirements of it's Group  
8 Members. Per USA Swimming Safe Admin Asst Trish Hughes,  
9 clubs must show a "commitment to a safe environment or child  
10 protection in your mission/philosophy statement."

11

12 EXISTING POLICY: 1.3 Mission Statement Illinois Swimming's mission is to  
13 promote and achieve excellence in performance through  
14 education, innovation, service and committed leadership.

15

16 PROPOSED CHANGE: 1.3 Mission Statement Illinois Swimming's mission is to  
17 promote and achieve excellence in performance through  
18 education, innovation, service and committed leadership. Illinois  
19 Swimming is committed to providing a safe and supportive  
20 environment for all participants. To do so we have athlete  
21 protection policies and guidelines in place.

22

23 RATIONALE: Align LSC Mission Statement with requirements for clubs Safe  
24 Sport Recognition Program.

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| P-2 ACTION: Adopted | Defeated | Adopted/Amended | Tabled | Postponed | Pulled |
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28 LOCATION: Policy and Procedure 4.2 Entry Fee Charges

29

30 PROPOSED BY: ISI Board of Directors

31

32 PURPOSE/RATIONALE: To allow teams to set their own entry fees for non-championship  
33 meets.

34

35 EXISTING POLICY: 4.2 Entry Fee Charges\*

36 1. Timed final individual event not to exceed: \$ 5.00

37 2. Timed Final Relay event not to exceed: \$15.00

38 3. Prelim/Final individual event not to exceed \$ 5.00

39 4. Prelim/Final Relay event not to exceed: \$15.00

40 7. Swimmer surcharge for individuals entered: \$ 2.00\*\*

41 \*\* Swimmer surcharge is assessed only on athletes

42 entered in individual events.

43 \* For closed invitational meets in which there is no fee

44 associated with participation, no charge will be assessed.

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45 PROPOSED CHANGE: 4.2 Entry Fee Charges\*

46 1. ~~Timed final individual event not to exceed: \$ 5.00~~

47 ~~2. Timed Final Relay event not to exceed: \$15.00~~

48 ~~3. Prelim/Final individual event not to exceed \$ 5.00~~

49 ~~4. Prelim/Final Relay event not to exceed: \$15.00~~

50 For ISI Sanctioned Championship Meets, the entry fee

51 shall be that set by the House of Delegates in the Rules

52 and Regulations.

53 2. For ISI Sanctioned events, hosts may set their own

54 entry fee.

55 ~~7.~~ 3. Swimmer surcharge for individuals entered: shall be

56 \$ 2.00\*\*

57 \*\* Swimmer surcharge is assessed only on athletes

58 entered in individual events.

59 \* For closed invitational meets in which there is no fee

60 associated with participation, no charge will be assessed.

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| P-3 ACTION: | Adopted | Defeated | Adopted/Amended | Tabled | Postponed | Pulled |
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64 LOCATION: Policy and Procedure 7.0 Officials

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66 PROPOSED BY: Amanda Schleede, Officials Chair; Jack Yetter, Admin Vice

67 Chair and former Officials Chair

68

69 PURPOSE: To be bring the Policy and Procedure Manual in line with

70 current Officials Committee practices.

71

72 EXISTING POLICY: 7.0 Officials

73

74 7.1 Officials’ Policy and Procedures

75 It is the responsibility of the Officials’ Committee to establish

76 and publish policy and procedures regarding certification,

77 training, education and re-certification of officials within Illinois

78 Swimming in accordance with the directives of USA Swimming.

79 Please see the Illinois Swimming website Officials pages for

80 details.

81

82 The Officials Committee shall post all policy and procedure for

83 all officials on the Illinois Swimming Website in a timely

84 manner.

85

86 7.2 Officials’ Clinics

87

88 Eligibility to Host

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89 Any ISI registered club can apply to host a clinic.  
90

91 Preference will be for clinics held on Saturday and Sundays in  
92 the months of April, May, September and October. The  
93 Committee will consider other times where interest or need is  
94 shown. This will allow for appropriate instructor staffing and  
95 well rounded attendance.  
96

97 Applications should be submitted at least 6 to 8 weeks prior to a  
98 potential clinic date to allow time to adequately advertise the  
99 clinic and handle registration and staffing. The Application to  
100 host is on the ISI website Officials page and needs to be filled  
101 out and submitted to the Illinois Officials Committee Clinic  
102 Operations member, or Officials Chair as listed on the  
103 application and the website.  
104

105 Facility Requirements vary by level

106 All levels of clinic require classroom/teaching space with tables  
107 or desks and a projector that can be used with an IBM  
108 compatible PC. A white board is preferred.  
109

110 Stroke and Turn Judge, Starter and Referee require 90 minutes  
111 of pool time. A USA Swimming certified coach must be present,  
112 and 16-32 athletes must be made available throughout this  
113 period. The athletes are usually 10 or older and able to swim all  
114 four competitive strokes at a “BB” level (or near to it).  
115

116 A “Clinic Host” must be on hand to help the instructors with  
117 classroom setup and to be the liaison with the building  
118 management and the coach. The coach can certainly act in all of  
119 these roles.  
120

121 The club must provide a continental breakfast in the  
122 registration area, and a box-type lunch for all attendees and  
123 instructors and should make beverages available for full day  
124 clinics. For “micro” clinics a snack should be provided.  
125

126 Host Reimbursement

127  
128 Currently hosts are reimbursed \$20 for a full day clinic and \$13  
129 for a “micro” clinci per attendee and instructor regardless of  
130 their actual costs. Reimbursement come from ISI after the  
131 completion of the clinic. Hosts will not be asked to handle any  
132 exchange of money.



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Clinic sites are selected on a number of criteria including:

1. Location – the committee tries to have the clinics be geographically representative of the state and the density of swimmers, both in individual years and in the longer term, to ensure an even density of officials throughout the state.
2. Time of application – preference for selection will be given to a host who applies first, if the decision is between two potential hosts in the same area.
3. Past History – the successful hosting of prior clinics is considered in favor of applications, but is not dispositive.

Once the applications are in the Clinic Operations representative presents them to the Illinois Swimming Officials Committee. The Committee will decide based on the above criteria.

Once the decision is made the Committee will forward the selected application to ISI, who will send the host a Letter of Agreement which will act as a contract for the clinic.

The staffing of instructors is the purview of the Officials Committee. Instructors are selected based on experience and work history, with preference for N3 and N2 certified instructors, and all instructors will act in the capacity of assistant instructor prior to leading clinic class on their own.

**7.3 Policy and Procedure for Awarding Scholarship for Officials' Working National Championship Meets**

The objective of this policy is:

- To provide educational experiences for ISI officials at national level meets;
- To raise the level of officiating at Illinois Championship Meets patterning them on USA Swimming national meets; and
- To enable ISI Officials to have experience with FINA procedures and National Championship procedures before they are adopted at a local level.

To be eligible for the award of Officials Scholarship:

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- 176 1. ISI officials must have been certified as a referee by ISI  
177 for at least 1 year and have met all ISI requirements for annual  
178 recertification;
- 179 2. Individuals must have worked 8 sessions at ISI Senior or  
180 Age Group championships in the past year at Judge level or  
181 higher; and
- 182 3. Individuals must agree to post-meet responsibilities  
183 including;
- 184 • Work 8 sessions in the next year at ISI Senior or Age Group  
185 championship at the Judge level or higher; and
  - 186 • Serve as a Trainer for 1 clinic in the next year.
- 187
- 188

189 The Officials Committee is committed to providing funding for  
190 two (2) officials for each of the following competitions subject to  
191 HOD budget approval for the relevant short course and long  
192 course season:

- 193 • Short Course Junior Nationals
- 194 • Short Course Nationals
- 195 • Long Course Junior Nationals
- 196 • Long Course Nationals
- 197 • U.S. Paralympics Can/Am
- 198 • USA Swimming / U.S. Paralympic Trials
- 199 • USA Swimming Futures Meet
- 200 • Open Water National Championships (1 official only)
- 201 • USA Swimming Arena Pro Am Series (only 2 scholarships  
202 available)
- 203 • Olympic Trials (Only budgeted during Olympic Years) once  
204 every 4 years

205

206 The Officials Chair will submit a list of meets and proposed  
207 amounts each year as part of the budget cycle.

208

209 If money is not requested for a meet, it may be rolled over in the  
210 same fiscal year for additional scholarships at approved meets.

211

212

213 Information and applications will be made available on the ISI  
214 website and at annual officiating clinics. Application deadline is  
215 at least 45 days prior to the first day of the meet. The Officials  
216 Committee will review all applications and make  
217 recommendations to the ISI Board of Directors at the next  
218 available ISI Board Meeting. ISI Board of Directors has the  
219 ultimate responsibility to approve scholarships.

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220  
221 Individuals may receive funding only once a year unless  
222 insufficient individuals have applied for scholarships, at which  
223 point it will be at the Board's discretion. Individuals may not  
224 receive funding if other family members (official or athlete) are  
225 receiving funding from ISI for the same meet.  
226

227 Minimum work requirements at funded meets:

- 228 • The Official must be available to work all sessions of the meet.
- 229 • A Session is defined as preliminary, timed final, time trial or  
230 final session.

231  
232 PROPOSED CHANGE:

233 7.0 Officials

234 7.1 Officials' Policyies and Procedures

235 It is the responsibility of the Officials' Committee to establish  
236 and publish policyies and procedures regarding certification,  
237 training, education and re-certification of officials within Illinois  
238 Swimming in accordance with the directives of USA Swimming.  
239 ~~Please see the Illinois Swimming website Officials pages for~~  
240 ~~details.~~ All policies shall be consistent with the most current  
241 USA Swimming Guidelines.  
242

243 The Officials Committee shall post all policyies and procedures  
244 ~~for all officials~~ on the Illinois Swimming Website in a timely  
245 manner.  
246

247 7.2 Officials' Clinies Training

248  
249 Officials training shall be conducted in an online format. The fee  
250 for training shall be \$15, which is intended to offset the costs of  
251 the technology needed for the clinics, the cost of credit card  
252 processing, materials and for the initial name tag for the official,  
253 which will be provided by Illinois Swimming.  
254

255 Eligibility to Host

256 ~~Any ISI registered club can apply to host a clinic.~~

257  
258 ~~Preference will be for clinics held on Saturday and Sundays in~~  
259 ~~the months of April, May, September and October. The~~  
260 ~~Committee will consider other times where interest or need is~~  
261 ~~shown. This will allow for appropriate instructor staffing and~~  
262 ~~well rounded attendance.~~  
263

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264 Applications should be submitted at least 6 to 8 weeks prior to a  
265 potential clinic date to allow time to adequately advertise the  
266 clinic and handle registration and staffing. The Application to  
267 host is on the ISI website Officials page and needs to be filled  
268 out and submitted to the Illinois Officials Committee Clinic  
269 Operations member, or Officials Chair as listed on the  
270 application and the website.

271  
272 Facility Requirements vary by level

273 All levels of clinic require classroom/teaching space with tables  
274 or desks and a projector that can be used with an IBM  
275 compatible PC. A white board is preferred.

276  
277 Stroke and Turn Judge, Starter and Referee require 90 minutes  
278 of pool time. A USA Swimming certified coach must be present,  
279 and 16-32 athletes must be made available throughout this  
280 period. The athletes are usually 10 or older and able to swim all  
281 four competitive strokes at a "BB" level (or near to it).

282  
283 A "Clinic Host" must be on hand to help the instructors with  
284 classroom setup and to be the liaison with the building  
285 management and the coach. The coach can certainly act in all of  
286 these roles.

287  
288 The club must provide a continental breakfast in the  
289 registration area, and a box type lunch for all attendees and  
290 instructors and should make beverages available for full day  
291 clinics. For "micro" clinics a snack should be provided.

292  
293 Host Reimbursement

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294  
295 Currently hosts are reimbursed \$20 for a full day clinic and \$13  
296 for a "micro" clinic per attendee and instructor regardless of  
297 their actual costs. Reimbursement come from ISI after the  
298 completion of the clinic. Hosts will not be asked to handle any  
299 exchange of money.

300  
301  
302 Clinic sites are selected on a number of criteria including:

303  
304 1. Location — the committee tries to have the clinics be  
305 geographically representative of the state and the density of  
306 swimmers, both in individual years and in the longer term, to  
307 ensure an even density of officials throughout the state.

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2. ~~Time of application~~ preference for selection will be given to a host who applies first, if the decision is between two potential hosts in the same area.

3. ~~Past History~~ the successful hosting of prior clinics is considered in favor of applications, but is not dispositive.

Once the applications are in the Clinic Operations representative presents them to the Illinois Swimming Officials Committee. The Committee will decide based on the above criteria.

Once the decision is made the Committee will forward the selected application to ISI, who will send the host a Letter of Agreement which will act as a contract for the clinic.

The staffing of instructors is the purview of the Officials Committee. Instructors are selected based on experience and work history, with preference for N3 and N2 certified instructors, and all instructors will act in the capacity of assistant instructor prior to leading clinic class on their own.

7.3 Policy and Procedure for Awarding Scholarship for Officials' Working National Championship Meets Scholarship Program for Officials Working USA Swimming National Meets

The objective of this policy is:

- To provide educational experiences for ISI officials at national level meets;
- To raise the level of officiating at Illinois Championship Meets patterning them on USA Swimming national meets; and
- To enable ISI Officials to have experience with FINA procedures and National Championship procedures before they are adopted at a local level.

The Official's Chair shall include, in their budget request, funds sufficient to effectuate this policy. The Officials Committee will, yearly, create rules consistent with this Policy and Procedure manual for the distribution of those funds, an application and a process for applying for the funds. That policy will be approved by the Board of Directors and all information shall be posted on the Illinois Swimming website.

To be eligible for the award of an Officials Scholarship:

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352 1. ISI officials must have been certified as a referee by ISI  
353 for at least 1 year and have met all ISI requirements for annual  
354 recertification;

355 2. Individuals must have worked 8 sessions at ISI Senior or  
356 Age Group championships in the past year at Judge level or  
357 higher; and

358 3. Individuals must agree to ~~post-meet responsibilities~~  
359 ~~including;~~

360 • ~~W~~ork 8 sessions in the next year at ISI Senior or Age Group  
361 championship at the Judge level or higher; ~~and~~

362 • ~~Serve as a Trainer for 1 clinic in the next year.~~

363  
364  
365 The Officials Committee should select the eligible meets to ~~is~~  
366 ~~committed to providing~~ provide funding for two (2) officials ~~for~~  
367 each ~~of~~ from the following competitions subject to HOD budget  
368 approval for the relevant short course and long course season:

369 • Short Course Junior Nationals

370 • Short Course Nationals

371 • Long Course Junior Nationals

372 • Long Course Nationals

373 • U.S. Paralympics Can/Am

374 • USA Swimming / U.S. Paralympic Trials

375 • USA Swimming Futures Meet

376 • Open Water National Championships (1 official only)

377 • USA Swimming ~~Arena Pro Am Series (only 2 scholarships~~  
378 ~~available)~~

379 • Olympic Trials (Only budgeted during Olympic Years) once  
380 every 4 years

381  
382 ~~The Officials Chair will submit a list of meets and proposed~~  
383 ~~amounts each year as part of the budget cycle.~~

384  
385 If money is not requested for a meet, it may be rolled over in the  
386 same fiscal year for additional scholarships at approved meets.

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389 Information and applications will be made available on the ISI  
390 website ~~and at annual officiating clinics~~. Application deadline ~~is~~  
391 shall be at least 45 days prior to the first day of the meet. The  
392 Officials Committee will review all applications and make  
393 recommendations to the ISI Board of Directors at the next  
394 available ISI Board Meeting. ISI Board of Directors has the  
395 ultimate responsibility to approve scholarships.

**ILLINOIS SWIMMING  
 RULES AND REGULATIONS COMMITTEE  
 2020 FALL HOUSE OF DELEGATES  
 PROPOSED AMENDMENTS/CHANGES TO POLICY AND PROCEDURE MANUAL**

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Individuals may receive funding only once a year unless insufficient individuals have applied for scholarships, at which point it will be at the Board’s discretion. Individuals may not receive funding if other family members (official or athlete) are receiving funding ~~form~~ from ISI for the same meet.

Minimum work requirements at funded meets:  
 • The Official must be available to work all sessions of the meet.  
 • A Session is defined as preliminary, timed final, time trial or final session.

**RATIONALE:** To bring the Officials Policies in line with current USA Swimming guidance; to reflect the reality of the new online learning platform launched in 2020; to simplify the scholarship meet selection process.

|             |         |          |                 |        |           |        |
|-------------|---------|----------|-----------------|--------|-----------|--------|
| P-4 ACTION: | Adopted | Defeated | Adopted/Amended | Tabled | Postponed | Pulled |
|-------------|---------|----------|-----------------|--------|-----------|--------|

**LOCATION:** Policy and Procedure Addendum 4

**PROPOSED BY:** Amanda Schleede, Officials Chair; Jack Yetter, Admin Vice Chair and former Officials Chair

**PURPOSE:** To be bring the Policy and Procedure Manual in line with current Officials Committee practices.

**EXISTING RULE:** Addendum 4 establishes guidelines for awarding officials clinics.

**PROPOSED CHANGE:** Delete Addendum 4, should Policy change P-3 pass, as it becomes extraneous. This shall be withdrawn should Policy change P-3 fail.

|             |         |          |                 |        |           |        |
|-------------|---------|----------|-----------------|--------|-----------|--------|
| P-5 ACTION: | Adopted | Defeated | Adopted/Amended | Tabled | Postponed | Pulled |
|-------------|---------|----------|-----------------|--------|-----------|--------|

**LOCATION:** Policy and Procedure Addendum 5

**PROPOSED BY:** Jack Yetter, Admin Vice Chair; Brian Brown, Vice Chair Program Ops

**PURPOSE:** To delete current Warmup Procedures.

**EXISTING RULE:** Addendum 5 establishes current warmup guidelines.

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440 PROPOSED CHANGE: Delete Addendum 5’s current language, should Policy change P-  
 441 6 pass, as it becomes extraneous. This shall be withdrawn  
 442 should Policy change P-6 fail.  
 443

|             |         |          |                 |        |           |        |
|-------------|---------|----------|-----------------|--------|-----------|--------|
| P-6 ACTION: | Adopted | Defeated | Adopted/Amended | Tabled | Postponed | Pulled |
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444  
 445 LOCATION: Policy and Procedure Addendum 5  
 446  
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448 PROPOSED BY: Jack Yetter, Admin Vice Chair; Brian Brown, Vice Chair  
 449 Program Ops  
 450

451 PURPOSE: To update warmup procedures.  
 452

453 EXISTING RULE: Addendum 5 establishes warmup guidelines.  
 454

455 PROPOSED CHANGE: Addendum 5  
 456 ISI Warm-up Procedures  
 457

**CONTROLLED MEET WARM-UP and SAFETY GUIDELINES**

458  
 459  
 460 Host teams shall put warm-up guidelines in their meet  
 461 announcements and post the same at their facilities, which shall  
 462 at a minimum reflect the following:  
 463

- 464 1. GENERAL WARM-UPS
  - 465 a. NO DIVING or JUMPING into the pool will be  
 466 allowed. Swimmers must enter the pool from the  
 467 designated end feet first, while maintaining contact  
 468 with the deck with their body and a hand.
  - 469 b. The entry point shall be designated by the Meet  
 470 Referee and Meet Director, and entry from any  
 471 other point of the pool shall not be allowed.
  - 472 c. No sprinting or pace work shall be allowed during  
 473 general warm-up times, and circle swimming will  
 474 be utilized.
- 475 2. SPECIFIC WARM-UPS
  - 476 a. The Meet Director and Meet Referee may designate  
 477 a portion of the overall warmup time for specific  
 478 lane designations if the meet and facility are  
 479 appropriate for this.
  - 480 b. At a designated time, lanes can be assigned for  
 481 these warm-up purposes.
    - 482 i. Push/Pace Lanes – Athletes may push off  
 483 from the designated end and do pace work.



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These lanes shall remain using circle swimming and no diving will be allowed.

- ii. Start Lanes – Designated lanes for start and sprint work may be opened. Athletes may use the blocks for forward or back-facing starts. Only one athlete may be on the block at a time and these lanes will be for one-way only swimming. Backstrokers shall ensure that they are not starting at the same time as a swimmer on the blocks.

- iii. General warm-up lanes – may be designated during this time as well.

3. **ASSIGNMENTS and DESIGNATIONS**

- a. The Meet Director and Meet Referee may establish assigned lanes for warmups for the meet. Notice of these assignments must be sent to teams at least 48 hours in advance of a meet and shall take into consideration capacity, team size and athlete safety.
- b. The Meet Director and Meet Referee may designate a specific warm-up period as described above.
- c. Warm-up times and lane assignments shall be published in the meet information and posted at several locations around the pool area. The following statement shall appear in the Meet Announcement: “Illinois Swimming, Inc. Safety Guidelines and Warm-up Procedures will be in affect at this meet.”

4. **SAFETY GUIDELINES**

- a. Coaches shall instruct their swimmers regarding safety guidelines and warm-up procedures as they apply to conduct at meets, and actively supervise their swimmers throughout the warm-up session at meets.
- b. The Meet Host shall provide a minimum of two (2) marshals to be on deck during the warmup periods, who report to and receive instructions from the Meet Referee.
  - i. Marshals shall have the authority to remove from the deck, for the remainder of the warm-up session, any swimmer or coach who is in violation of safety or warm-up procedures.

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- c. The host team shall provide signs indicate the designated use of lanes during warm-up and an announcer shall be on duty for the entire Warmup session to announce lane and/or time changes and to assist with the conduct of the Warm-up.
- d. Hazards in locker rooms, on the deck area or in areas used by coaches, swimmers, spectators, or officials shall be removed or clearly marked.
- e. Swimmers shall exit the pool upon completion of their warm-up to allow other swimmers adequate warm-up time. The pool is not for visiting or playing during the warm-up session.
- f. Warm-up procedures shall be enforced for any breaks scheduled during the competition if the competition pool is opened to use. If a warm-up/warm-down pool is open during the meet all general warm-up rules shall apply to its' use, as well as all safety rules contained in this policy.
- g. The Meet Referee may restrict use of devices such as kickboards, bands, hand paddles, pull buoys or fins during warm-up. The Referee shall have control over mitigation actions necessary to relieve situations deemed as dangerous or impairing the safety of other swimmers.
- h. The Meet Director and Meet Referee shall enforce and state or local capacity guidelines during warm-ups.

**RATIONALE:**

To bring the warmup procedures in the Policy and Procedure Manual more in line with current practices and give meet hosts more flexibility.