



# SOUTH DAKOTA DANCE COACHES ASSOCIATION (SDDCA)

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### **South Dakota Dance Coaches Association:**

Provides [Professional Liability Insurance through SDHSCA](#)

Selects Class A/AA Coach of the Year—Our Association would vote on all members of the SDDCA, then send the top 3 (or whatever number we choose) to the SDHSCA.

Selects Scholarship—unsure of criteria/support at this time

Selects State Friend of Dance (Appendix C)

Hosts at least one dance clinic to improve dance knowledge for Coaches

### **Certificates SDDCA awards:**

All-State Dance (Appendix A)

Academic All-State Dance & Academic All-State Team (Appendix B)

Local Friend of Dance (Appendix C)

Years of Coaching Dance (5, 10, 15, etc)





# SDDCA CONSTITUTION AND BYLAWS

## **ARTICLE I-NAME**

This organization shall be known as the South Dakota Dance Coaches' Association (SDDCA)

## **ARTICLE II-GOALS**

The goals of this Association shall be to promote, develop, improve, protect, and support dancer athletes, dance coaches, and dance in South Dakota including the following:

1. To promote and improve dance in South Dakota.
2. To encourage a positive attitude towards dance athletes and recognition of the important role they play in our schools by honoring student athletes, both on and off the dance floor.
3. To establish a network system of support and unity among all who are involved in dance.
4. To provide opportunities, education, training, and growth experiences for dance coaches and dance athletes.
5. To implement safety measures among dance athletes and adherence to the safety rules established by the National Federation of High School Activities.
6. To promote the highest possible professional standard of coaching.
7. To encourage an appreciation of the educational and social advantages that participation in dance can bring.

## **ARTICLE III-GENERAL MEMBERSHIP AND MEETINGS**

- A. Membership in the SDDCA is open to all interested schools and individuals. Schools and individuals shall be admitted to membership upon payment of dues to the South Dakota High School Coaches' Association (SDHSCA) and to SDDCA.
- B. Membership registration will be open year round.
- C. The annual dues shall be established by membership.
- D. Members may attend all General Membership meetings, hold office, and participate in all SDDCA sponsored programs and events.
- E. Members may vote at all General Membership meetings and elections.
- F. A quorum shall be the majority of those present at the General Membership meeting.
- G. There will be a minimum of one meeting per year held during annual conference.

## **ARTICLE IV-ADMINISTRATION-Section 1-Officers of The Executive Committee**

- A. The Officers shall be members of the SDDCA.
- B. The Officers shall be President, Vice President, Executive Secretary and Class Representatives (A/AA). These shall constitute the Executive Committee.
- C. The offices of President and Vice President shall serve two (2) year terms in each capacity for a total of four (4) years of service.
- D. The office of Executive Secretary is not a term position.
- E. The offices of Class Representatives (A/AA) shall serve three (3) year terms with the option to run for re-election.
- F. The Officers shall be elected by the General Membership at the annual meeting.
- G. The Officers shall begin serving their terms of office immediately following their election.



#### **ARTICLE IV-ADMINISTRATION-Section 2-Executive Committee Duties**

- A. The Executive Committee shall attend and vote at all required meetings.
- B. To appear on the agenda, Officers must notify the President at least two weeks prior to meeting.
- C. The Executive Committee shall have the power to interpret and enforce the Constitution, Bylaws, and rules of the Association.
- D. The Executive Committee shall approve presidential appoints when vacancies occur.
- E. When vacancies occur at both the President and Vice President positions simultaneously, the Presidency would pass to a Past President.
- F. A two-thirds majority vote will be needed to dismiss any Executive Committee member.
- G. The Executive Committee shall have the power to decide matters not herein determined.
- H. The Executive Committee shall perform other duties as may be designated by the General Membership.

#### **ARTICLE V-DUTIES OF OFFICERS \*\*Do we need a minimum A/AA number of participants so that we have the best representation.**

##### **A. THE PRESIDENT**

- a. Shall act as Chief Executive Officer and representative of the Association.
- b. Shall prepare the agenda and preside at the annual meeting at the Coach's Clinic, and any other Executive Committee meetings and General Membership meetings.
- c. Shall oversee the awards for each class (A/AA), including but not limited to, Coach of the Year, All-State, Academic All-State, Friend of Dance and Years of Service. The President may delegate any of these awards to committees or officers (past or present) to assist with their distribution.
- d. Shall work closely with the South Dakota High School Activities Association (SDHSAA).
- e. Shall appoint people to fill any office vacancies upon approval of the Executive Committee.
- f. Shall call special meetings when necessary.
- g. Shall make decisions when immediate rulings are required.
- h. Shall perform other duties as may be designated by the Executive Committee and the General Membership.

##### **B. THE VICE PRESIDENT**

- a. Shall assume all duties of the President in his/her absence.
- b. Shall appoint a person to fill a vacancy in the position of President on the approval of the remaining Executive Committee.
- c. Shall perform other duties as may be designated by the Executive Committee and the General Membership.
- d. Shall become President upon completion of his/her term of office.

##### **C. THE EXECUTIVE SECRETARY**

- a. Shall administer and keep accurate records of all clerical and all financial matters of this association. Shall issue a financial statement, indicating income and expenditures, following each Association event.
- b. Shall be responsible for the minutes and the financial report at all meetings, shall send them to the Executive Committee for approval, and shall include them in any newsletter or webmaster correspondence as determined by the Executive Committee.



- c. Shall maintain a fund from membership and other income for the administration of the Association.
- d. Shall have at least two signatures on all bank accounts. These signatures should include the President and Executive Secretary.
- e. Shall get a yearly audit of the financial records by two Association members by September 1<sup>st</sup>.
- f. Shall keep a copy of the Constitution, a current list of amendments to the Constitution, and decisions at meetings, which need to be acted upon.
- g. Shall perform other duties as may be designated by the Executive Committee and the General Membership.
- h. Shall become a trustee for one year upon completion of his/her term of office.

#### **D. REPRESENTATIVE**

- a. Shall attend Executive Committee and the General Membership meetings.
- b. Shall perform other duties as may be designated by the Executive Committee and the General Membership. **\*\*Region 1-East River North, Region 2-East River South, Region 3-West River (designated by SDHSCA).**

#### **E. WEB PAGE DIRECTOR/WEBMASTER**

- a. Shall publish a list of the SDDCA Executive Committee, including addresses, phone numbers, and email addresses.
- b. Shall publish all SDDCA communication and information pertaining to SDDCA activities on the website.
- c. Shall publish all SDDCA forms and applications on the website.
- d. Shall perform other duties as may be designated by the Executive Committee and the General Membership.

### **ARTICLE VI-AMENDMENTS**

- A. This constitution may be amended by an affirmative vote of the majority of current members present at General Membership meetings.

### **ARTICLE VII-BYLAWS**

#### **A. FISCAL YEAR**

- a. The fiscal year of the SDDCA shall be the period of time from the 1<sup>st</sup> day of July through the 30<sup>th</sup> day of June. Whenever the term "year" is used in these bylaws, it shall refer to the fiscal year of the SDDCA.

#### **B. ELECTIONS**

- a. Election of the Executive Committee shall be held during the annual coaches' clinic by the general membership. This election shall be completed no later than August 1<sup>st</sup>.
- b. The first election of officers will be in 2017.
- c. Election procedures shall be determined by the Executive Committee.



**C. COMMITTEES**

- a. Committees may be appointed by the President and/or the Executive Committee at any time. Their term of office shall expire at the completion of their assignment.

**D. REIMBURSEMENTS AND EXPENDITURES**

- a. Executive officers may be reimbursed for expenses such as mileage, lodging, telephone, postage supplies, and the necessary expenses incurred while conducting SDDCA business.
- b. Officers shall be paid by the Executive Secretary upon submission of the expense form with attached receipts.



**Appendix A-ALL-STATE**

***SDDCA All-State Athletic Award***

**FALL 2017 ALL-STATE AWARD CRITERIA**

**\*Rules and Methods follow\***

**Eligibility for a COACH to nominate a dancer for an All-State Award**

- Must be a member of the South Dakota Dance Coaches Association and the South Dakota High School Coaches Association.
- All-State Award Registration filled out in full and mailed or emailed by deadline.

**Eligibility for an ATHLETE to be Nominated for an All-State Award**

A person who:

- Has been a great leader
- Strives for great technique
- Has selfless dedication
- Cooperates with all dance members
- Accepts constructive criticism
- Displays enthusiasm, energy and spirit throughout the competitions
- Works to help academics high and upholds high personal standards in and out of school
- Most valuable in several types of dance: Ex Hip Hop, Jazz, Kick and/or Pom

All-State Registration form is due by mail or email by:      October 15, 2017

Certificates will be sent to the Coach for distribution to your athletes.

Mail or email All-State Registrations to:

????????????????????, SDDCA Executive Secretary,

email@k12.sd.us

123 Any Street

Anytown, SD 57111

**2017 SDDCA All State Award Nomination**

**School:** \_\_\_\_\_

**Nominating Coach:**

**First Name** \_\_\_\_\_ **Last Name** \_\_\_\_\_

**Address** \_\_\_\_\_

**City** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip** \_\_\_\_\_



**Name of Athlete:**

**First Name** \_\_\_\_\_ **Last Name** \_\_\_\_\_

**Grade** \_\_\_\_\_ **Years in Dance** \_\_\_\_\_ **Style of Dance** \_\_\_\_\_

***Pertinent information: 3 sentence MAXIMUM (DANCE related only) about the athlete and why she should be chosen for All-State.***

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**Name of Athlete:**

**First Name** \_\_\_\_\_ **Last Name** \_\_\_\_\_

**Grade** \_\_\_\_\_ **Years in Dance** \_\_\_\_\_ **Style of Dance** \_\_\_\_\_

***Pertinent information: 3 sentence MAXIMUM (DANCE related only) about the athlete and why she should be chosen for All-State.***

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**Name of Athlete:**

**First Name** \_\_\_\_\_ **Last Name** \_\_\_\_\_

**Grade** \_\_\_\_\_ **Years in Dance** \_\_\_\_\_ **Style of Dance** \_\_\_\_\_

***Pertinent information: 3 sentence MAXIMUM (DANCE related only) about the athlete and why she should be chosen for All-State.***

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**Name of Athlete:**

**First Name** \_\_\_\_\_ **Last Name** \_\_\_\_\_

**Grade** \_\_\_\_\_ **Years in Dance** \_\_\_\_\_ **Style of Dance** \_\_\_\_\_

***Pertinent information: 3 sentence MAXIMUM (DANCE related only) about the athlete and why she should be chosen for All-State.***

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## Appendix A-ALL-STATE RULES OF SELECTION

For each class, SDDCA will select up to three (3) dance athletes in each category and up to one (1) dance athlete in each category will receive honorable mention.

- Coaches will attend the meeting at the state competition and vote only in their own classification (A/AA). Selection may be determined by a committee if so approved.
- Nominating coach will be allowed to enter up to 3 lines of pertinent information (dance related only).
- Voting will be by style of dance.
- Ties will be broken by a separate vote, to include only those nominees tied for that position.
- An athlete may be nominated for any of the dance styles, but the athlete can make the All-State team only at one position.

Coaches, please fill out the All-State form for each athlete you want to nominate for All-State. **ALL-STATERS MUST HAVE THIS FORM HANDED IN BEFORE LEAVING THE COACHES MEETING** at the state competition.

So-honored athletes will receive a certificate of recognition from SDDCA. **PLEASE HAVE YOUR ATHLETES NAME TYPED TO HELP PREVENT MISSPELLING.**

Things to remember:

- if you don't nominate your athlete, she has **NO** chance of being an All-State dancer
- you do not need to be a member of SDDCA to nominate your athlete but you need to be a SDDCA member to vote for All-State recipients
- Please attend the Coaches Meeting at the state competition to vote:
  - for your athlete, she deserves a chance to be an All-Stater!
  - for other athletes your team competed against even if you don't have an All-State candidate yourself!!!!



**Appendix B-ACADEMIC ALL-STATE**

***SDDCA Academic All-State Award***  
**FALL 2017 ALL-STATE AWARD CRITERIA**

**Eligibility for a COACH to nominate a dancer for an All-State Award**

- Must be a member of the South Dakota Dance Coaches Association and the South Dakota High School Coaches Association.
- Academic All-State Award Registration filled out in full and mailed or emailed by deadline.

**Eligibility for an ATHLETE to be Nominated for an Academic All-State Award**

A person who:

- is currently a Senior
- has danced for at least three years, including the current year, and
- has maintained a cumulative 3.5 GPA (Based on a 4.0 scale)

If you have any dance athletes that meet these qualifications, please send a list of their name(s), the name of the high school, and your mailing address you can receive their certificates. Make sure to check the spelling of each name before you submit your list.

There is also an Academic All-State Team Award given by the South Dakota High School Activities Association. Get information from your local Athletic Director.

Academic All-State Registration form is due by mail or email by: **MONDAY, NOV 14, 2016**  
Certificates will be sent to the Coach for distribution to your athletes.

Mail or Email Academic All-State Registrations to:  
????????????????????, SDDCA Executive Secretary,  
email@k12.sd.us  
123 Any Street  
Anytown, SD 57111

**2017 SDDCA Academic All State Awards**

**School:** \_\_\_\_\_

**Nominating Coach:**

**First Name** \_\_\_\_\_ **Last Name** \_\_\_\_\_

**Address** \_\_\_\_\_

**City** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip** \_\_\_\_\_



**Name of Athlete(s):**

**First Name** \_\_\_\_\_ **Last Name** \_\_\_\_\_

**First Name** \_\_\_\_\_ **Last Name** \_\_\_\_\_

**First Name** \_\_\_\_\_ **Last Name** \_\_\_\_\_

**First Name** \_\_\_\_\_ **Last Name** \_\_\_\_\_

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**First Name** \_\_\_\_\_ **Last Name** \_\_\_\_\_

**First Name** \_\_\_\_\_ **Last Name** \_\_\_\_\_

**First Name** \_\_\_\_\_ **Last Name** \_\_\_\_\_





Appendix D-MEMBERSHIP FORM

# South Dakota High School Coaches' Association

## MEMBERSHIP FORM 2016-2017

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

(H) Phone \_\_\_\_\_ (C) Phone \_\_\_\_\_

School: \_\_\_\_\_ E-Mail \_\_\_\_\_

Check appropriate Coach:

\_\_\_\_\_ Head Dance Coach, \_\_\_\_\_ Assistant Dance Coach

Mail your \$40 membership fee to:

First Year Coaches \$10

*SDHSCA*

*Jim Dorman, Executive Director*

*801 W Eagle Ridge St*

*Sioux Falls SD 57108*

# South Dakota Dance Coaches' Association

## MEMBERSHIP FORM 2017-2018

SDHSCA MEMBERSHIP CARD NUMBER \_\_\_\_\_

The only requirement before joining the SDCCA is to be a member of SDHSCA

**Please return to:**

Cyndy DeMers

Winner High School

431 E. 7<sup>th</sup> St

Winner, SD 57580

Name \_\_\_\_\_

Home Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home/Cell Phone Number \_\_\_\_\_

Email Address \_\_\_\_\_ (required!!)

**Most information/contact materials, etc. will be sent by email!!!!**

School \_\_\_\_\_ Yrs of Coaching Competitive Dance \_\_\_\_\_

SDDCA Membership \$25

Official Use Only: Check Number \_\_\_\_\_ Cash \_\_\_\_\_ Person taking Application \_\_\_\_\_