

## Summary of Changes for Policies and Procedures Document Proposed for November 2016:

### General:

- Renumbered sections in document so they are the same throughout in
- Reference to executive committee members is in the same order throughout document and move descriptions of responsibilities to elected or appointed as appropriate
- Cleaned up spacing / margin issues

### Section 1 (General):

- Section 1.1 – updated Mission Statement
- Section 1.2 – updated Vision Statement
- Section 1.5 – changed geographic divisions to be when needed from a clear North / South division (note: will require meet sanctions / team divisions to be worded differently)

### Section 2 (Board of Directors):

- Section 2.1 – added Safe Sport Vice Chair; changed named to all be Vice Chair; changed athlete representatives from 2 to 4
- Section 2.2 – changed committees to be same as what was submitted for LEAP 2 and is on website
- Section 2.3 – updated meeting location and time to allow for changing day / time
- Section 2.6 – changed conflict of interest policy to reflect requiring of signature
- Section 2.7 – 2.9 – wording changes to be more clear and concise; nothing substantive

### Section 3 (Membership):

- Section 3.2 – changed seasonal member to reflect starts in April / ends in August (which is current practice)
- Section 3.4 – simplified language / process to match 120 day from last representing old club
- Section 3.5 – removed all references to costs within Outreach program

### Section 4 (Financial and Fiduciary):

- Section 4.3.3 – updated authorization amounts
- Section 4.5 – updated fiscal year to start in October
- Section 4.6 – documented that all fines paid go into general fund updated meet splash fee allocation to percentages only

### Section 6 (Club Safety)

- Section 6.2 – added requirement for club safety coordinator to be named / on website / have person's name available to SIS
- Section 6.4 – changed requirements to match USA swimming requirements (electronic form / forward to SIS safety committee chair

## Section 7 (Travel Policy)

- Reorganized so there is club requirement to develop own travel policies per USA swimming and then put the SIS travel policy / code of conduct for Age Group zone or All Star Meet
- Cleaned up language

## Section 8 ( Communications and Publications)

- Section 8.1 -- Removed website that SI does not use / maintain

## Section 9 (SIS Equipment)

- Added section 9.1 to have committee chairs report inventory to equipment committee chair
- Added section 9.3 where equipment committee chair is responsible for reporting inventory to Board of Directors / HOD (which happens today but is not a requirement)

## Section 11 (SIS Swim Officials)

- Updated to reflect current requirement used in SIS

## Section 12 (Travel Assistance Program)

- Section 12.1 – included Futures
- Section 12.3 – stated that only funds would only be received for one CA / NV sectional meet per season
- Section 12.8 – changed requirements for college swimmers to minimize number of waivers required for longer term SIS swimmers
- Section 12.9 – removed policy that stated relay only swimmers were not eligible for funds and identified that Board of Directors would determine on a yearly basis the fund distribution.

## Section 13 (NEW SECTION FROM 2014 revision -- MEET SANCTIONING PROCEDURES and HOST TEAM REQUIREMENTS

- Documents current meet sanctioning and host team hosting requirements – many of which are current practice in SIS. Specific changes include:
- USA swimming requirement beginning 1/1/2017 to allow fine to a swimmer if they swim at a meet without a valid USA swimming registration
- Changes

## Section 14 ( NEW SECTION from 2014 version – MEET Officials for SIS hosted meets)

- Documents meet officials requirements and fines for officials shortage for SIS hosted meets
- Includes fines for not providing 2 people to help with set-up and tear down by host team

## Section 15 (NEW Section – International Swimmers and Representation at Championship meets / records)

- Section 15.1: Stops athletes from participating if represented foreign FINA federation 120 days or less prior to short course JO
- Section 15.2: only allows athletes to participate as exhibition swimmers at long course Jos if they have competed as part of foreign federation 120 days or less prior to a meet
- Section 15.3 – does not allow swimmer who has competed for a foreign federation within the previous 120 days to set an SI record

Section 16 (NEW SECTION – transgender athletes)

- Uses USA Swimming guidelines to have a policy / practice / definition of inclusion for transgender athletes

Section 16 (old Section 13 but no changes)