
Election Procedures Illinois USA Gymnastics Committee

The election of the USAG Illinois State Committee members is done on a staggered year system in May of every year. Each elected member:

- a. Serves for a two-year term
- b. Has 1 vote
- c. Must be nominated (must first give permission to be nominated)

The election of the Committee will follow the format below:

Even Years	Odd Years
2010, 2012, 2014	2011, 2013, 2015
State Chairman	Junior Olympic Chairman
Level 8 Chairman	Level 9, 10 Chairmen
Level 6 Chairman	Level 7 Chairmen
Level 4 Chairman	Level 5 Chairmen
Secretary Safety	
Elite	

Nomination requests will be posted online in March. Any nomination form not filled out completely will be disqualified. Please make sure that EVERY piece of information is filled out so that the nomination will be valid. If only one person is nominated for a particular position, the State Chairman will cast the deciding vote on the person nominated.

Election will be held on line for all professional members that are registered with the USAG as of May 15th
The election ballot will be removed from on line at 10:00 PM of the last day to vote. The only person who sees the ballots is the Election Commissioner.

Appointed committee positions are **non-voting**. They serve the committee in an **advisory** capacity for a period of one year, after which time they can be re-appointed on a yearly basis.

JO Chairman's Requirements and Responsibilities

- 1) Complete knowledge of both Illinois and USA Gymnastics Rules & Policies.
 - 2) Able to make decisions in the best interest of the entire USA Gymnastics program, regardless of their personal interests and affiliations.
 - 3) Over-see the Level Chairs, in the planning of their State Series meets.
 - 4) Track the awards required at each level
 - a) Order awards
 - b) Distribute awards to Meet Directors
 - c) Keep track of Financials relating to the Awards
 - d) Be present and able to assist at the State Series meets
 - e) If Level has a regional meet
 - i) Help in making sure that Regional personnel are up to date with all information needed
 - ii) Be at the meet if possible to help in the distribution of the State Gift
 - 5) Gather Senior information and order plaques
 - 6) Regional Leotards distribution.
 - 7) Responsible for Website and Scoretracker
 - 8) Access to Pentium computer
 - a) Must have Microsoft Office - since most of the communications that are sent between the state Committee are in that format
 - 9) A secure email address
 - 10) A Fax machine that is confidential
 - 11) Able to attend all Committee meetings, of which there are usually 3 or 4 a year. Meetings typically occur at most major gymnastics events (State Meet, State Congress, Regional Congress) etc.
 - 12) To exercise the understanding that this position has many areas of confidentiality
 - 13) Must have held a Prior Committee Position
 - 14) Be a member in good standing of USA Gymnastics
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Level Chairman's Requirements and Responsibilities

- 1) Be a member in good standing of USA Gymnastics
- 2) Knowledge of both Illinois and USA Gymnastics Rules & Policies.
- 3) Able to make decisions in the best interest of the entire USA Gymnastics program, regardless of their personal interests and affiliations.
- 4) Be the State Chairperson for their particular level.
- 5) Track athletes "in" and "out" of their specific level.
- 6) Must be present and assist in the State Meet Series.
 - a) Work with the Meet Director to ensure that the meet run according to all of the rules that apply.
 - b) Establish age groups for level.
- 7) Level 8/9/10
 - i) Keep the Regional and National personnel updated with all necessary information.
 - ii) Be present at the Regional Meet, if possible, to distribute the state gift.
- 8) Help with the State Banquet, State Congress and State Training Camps.
- 9) Have access to a computer
 - a) Must have Microsoft Office since most of the communications that are sent between the State Committee is sent in that format.
- 10) Have a secure email address.
- 11) Have a fax machine that is confidential.
- 12) Able to attend all Committee meetings, of which there are usually 3 to 4 a year. These meeting generally occur at most major gymnastics events (State Meet, State Congress, Regional Congress) etc.
- 13) Understand that this position has the responsibility of confidentiality.

Safety Chairman's responsibilities

- 1) Knowledge of both Illinois and USA Gymnastics Rules & Policies
- 2) Able to make decisions for the good of the entire USAG program and to be able to differentiate between that and their own interests
- 3) Recognized by the National Office as person that understands, educates, represents the utmost in Safety consciousness
- 4) Has a working understanding of all levels of Safety implementation from knowledge of the court systems, meet safety, Gym safety, etc.
- 8) Help with the State Banquet, State Congress and State Training Camps.
- 5) Have access to computer
 - a) Must have Microsoft Office - since most of the communications that are sent between the state Committee are in that format
- 6) A secure email address
- 7) A Fax machine that is confidential
- 8) Ability to attend all Committee meetings usually 3-4 a year & at most major gymnastics event (state meet State Congress, Regional Congress) etc.
- 9) The understanding that this position has an area of confidentiality
- 10) Must have held a Prior Committee Position

Secretary's Requirements and Responsibilities

- 1) Knowledge of both Illinois and USA Gymnastics Rules & Policies
 - 2) Able to make decisions in the best interest of the entire USA Gymnastics program, regardless of their personal interests and affiliations.
 - 3) Keeper of the State Records, Agendas, Newsletter, Minutes of meetings.
 - 4) Designs & Prints State Certificates. Then sends to Level Chairs for distribution.
 - 5) Access to computer
 - a. Must have Microsoft Office since most of the communications that are sent between the state Committee are in that format
 - 5) Help with the State Banquet, State Congress and State Training Camps.
 - 6) A secure email address
 - 7) A Fax machine that is confidential.
 - 8) Able to attend all Committee meetings, of which there are usually 3 or 4 a year. Meetings typically occur at most major gymnastics events (State Meet, State Congress, Regional Congress) etc.
 - 9) To exercise the understanding that this position has many areas of confidentiality
 - 10) Prior Committee Position is strongly suggested
 - 11) A member in good standing of USA Gymnastics
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Elite Chairman's Requirements and Responsibilities

- 1) Be a member in good standing of USA Gymnastics.
 - 2) Keep state up to date on the Elite & Tops Programs in Illinois.
 - 3) Have a working knowledge of the overall Elite program
 - 4) Knowledge of both Illinois and USAG R&P.
 - 5) Have access to computer with Microsoft Office since most communications are sent in this format.
 - 6) Have a secure email address.
 - 7) Help with the State Banquet, State Congress and State Training Camps.
 - 8) Have a fax machine that is confidential.
 - 8) Be able to attend all Committee meetings usually 3-4 annually, held at most major gymnastics events (State Meet, State Congress, Regional Congress etc.).
 - 9) Understand that this position has the responsibility of confidentiality.
 - 10) Able to make decisions in the best interest of the entire USA Gymnastics program, regardless of their personal interests and affiliations.
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Committee Meeting Dates

The Illinois State Committee will meet annually at one state meet and again during the summer months. Please refer to the state calendar for more details and times.

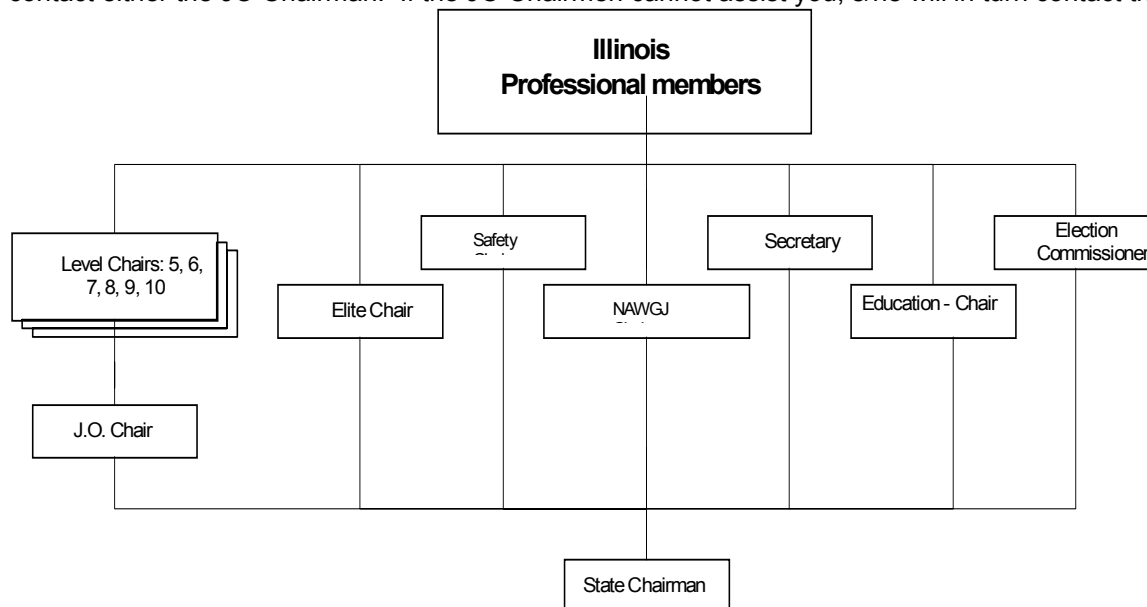
Please get involved! State Committee meetings are open unless otherwise stated.

We **NEED** your input.

Illinois State Hotline

Members are encouraged to contact the appropriate Committee member to discuss any questions, concerns, or problems that arise. Professional members are strongly advised against contacting Regional or National Officers with matters that can be resolved within the State. Please refer to the "communication flow chart" on the next page.

Professional members may contact the appropriate Level Chairperson, Safety Chairman, Elite Chairman, NAWGJ Chairman, Education Chairman, or Secretary. If the Level Chairman cannot answer your question, he or she will contact either the JO Chairman. If the JO Chairmen cannot assist you, s/he will in turn contact the State Chairman.



Illinois Committee Newsletter (See website for the most up-to-date information.)

The Illinois Online Newsletter is produced **for your enlightenment**. It contains very important information and is the most expedient and effective way the State Committee can communicate with the professional member. Please read and you can always refer back to them easily and often.

The newsletter is published **quarterly**, however if there is essential, all-important news, we will post on the website under News.

The Illinois State Committee Secretary is our Newsletter Editor. We encourage contributions to the Newsletter.

The deadline for information is the 7th day of each month. Please send your ideas to The Illinois USAG State Chairman (listed above in Committee) by email.

We do not accept classified ads or requests for coaches in the Illinois USAG Newsletter, as we believe this to be a conflict of interest.

State Congress

At the State Congress we will offer according to interest:

- Safety Courses

Specific education for the following disciplines

- Pre-School
- Recreation
- Pre-competitive
- Beginning competitive
- Cheerleading
- Sport Psychology
- Round table discussion on various topics

State Training Camp

Purpose of Illinois USA Gymnastics Camps and Clinics

Included with the Congress weekend we will host

- Level 4-6 (Compulsory) Training Camp
- (Optional) Training Camp

Training Camps Mission Statement: To use our Illinois resources and coaches to provide an inexpensive training environment for our Illinois gymnasts using all the latest training techniques.

Gyms are encouraged to bring as many gymnasts as they wish, space permitting.

Senior Recognition Dinner & Awards Banquet

Each year we host an Awards Banquet during the State Congress weekend to honor the athletes from our state for their accomplishments that year. Other disciplines of our sport are welcome and encouraged to participate, if they wish to join us.

Our invited guests, for which there is no charge, include:

- All High School *Senior Athletes* from all levels
- All Illinois Elite Athletes both *pre-elites and international elites*
- All JO National Qualifiers
- All Eastern Level 9 Qualifiers
- All TOPS National Athletes
- 1 coach for the above honored athletes
- Life Time Achievement Award recipients for Coaches and/or Gym Administrators

Those also invited to attend, for which a banquet fee will be charged, include:

- All State and Regional All-Around Champions for which there will be a small awards ceremony.
- Parents of athletes
- Coaches of athletes
- All Illinois Professional Members

Illinois Scheduling

All clubs wishing to host competitions must submit a list of meets following the schedule below.

The following procedure will be followed. Until Phase One only 1 meet per Club will be awarded

Each meet must include the Date, Level(s), Number of Sessions, and Number of Judges requested. We will only schedule enough meets that will book 80% of the available judges.

Phase 1

- **Meets that have**
 - **Historic weekends**
 - **Contracted weekend**
 - **Out of gym facility,**
 - **These meets dates are due to the state office by May 15th.**
 - **A tentative calendar will be produced and posted on the Illinois Website daily as we receive. Please keep you eye on the Website to see if here can be changes made to avoid conflicts in meet date due to area and in sufficient number of judges available. Email these changes to both Mary Lou Ackman mlouackman@yahoo.com and Norbert at NorbertIL@aol.com.**

Phase 2

- **Meets the have**
 - **Flexible Weekends**
 - **Out of gym facility**
 - **These meets are due to the state office by June 15th.**
 - **A tentative calendar will be produced and posted on the Illinois Website daily as we receive. Please keep you eye on the Website to see if here can be changes made to avoid conflicts in meet date due to area and in sufficient number of judges available. Email these changes to both Mary Lou Ackman mlouackman@yahoo.com and Norbert at NorbertIL@aol.com.**
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Phase 3

- All other Clubs that wish to submit their 1st meet
- These meets dates are due to the state 1-week prior to State Scheduling Meeting. (Check website out for posted time)
 - Remainder of the Club wishing to host a meet
 - In gym or Out
 - A tentative calendar will be produced and posted on the Illinois Website daily as we receive. Please keep you eye on the Website to see if here can be changes made to avoid conflicts in meet date due to area and in sufficient number of judges available. Email these changes to both Mary Lou Ackman mlouackman@yahoo.com and Norbert at NorbertIL@aol.com.
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Phase 4

- 2nd and 3rd meets that are requested by individual Club
 - Those clubs that do not submit a Meet Schedule, prior to the meeting, will not be able to participate at the Scheduling Meeting until Now.
 - We will review the calendar again and fill any holes with those that did not submit a meet schedule, in advance.
 - These meets are due to the state office by July 30th
 - A tentative calendar will be produced and posted on the Illinois Website daily as we receive. Please keep you eye on the Website to see if here can be changes made to avoid conflicts in meet date due to area and in sufficient number of judges available. Email these changes to both Mary Lou Ackman mlouackman@yahoo.com and Norbert at NorbertIL@aol.com.
 - These maybe be listed on the website or we will require a Meet Scheduling meeting at this point if there is a conflict.

Phase 5

- All clubs, that had meets placed on the Official Calendar must then request judges (the form is included in IL R&P). The judging requests forms must include a check

This form is due exactly 2 weeks (postmarked) following the Meet Scheduling meeting.

All meets that have not been requested and paid for by the end of Phase 4 will be dropped from the "Official Calendar."

Why this procedure?

The last few years the Assignor had great difficulty assigning meets that came in after the Scheduling Meeting. Therefore, **the meets on the Official Calendar will be assigned judges first**. Then, all other meets may receive judges. We are not excluding meets that may be add to the Schedule at a later date, but simply assuring that judges are available to those that followed the new procedure.

Thank you for your patience and understanding. Norbert and the Illinois State Committee

Safety Certification

All Pro-Members, Meet Directors and Instructor Members, in the competitive area, must be Safety Certified.

All Safety Certification assignments come from the National Office.

The Safety Schedule is updated weekly on the website www.usa-gymnastics.org

Please visit the National Website to verify information on the requirements, fees, and procedures relating to Safety Certification. The following information is current as of July, 2007:

Safety Registration Fees

For those taking the Online Safety Course:

- The course fee is \$65 for everyone taking the Online Safety Course.
NOTE: Online participants must be a current Instructor, Professional, Pending Professional, Junior Professional, Pending Junior Professional, or Athlete member to take the online course.

For those taking a Face-to-face live Safety Course:

- Pro-member with current Safety Certification wishing to re-certify at a face-to-face course... no charge
- Pro-member or Junior Pro-member with expired or new Safety Certification... \$65
- Instructor or Athlete member... \$65
- Non-member or any other USA Gymnastics memberships... \$115

Special Olympics

There are a few clubs in this state that have in-house programs teaching gymnastics through special agencies. If you are interested in possibly starting a program that works with these very special people, please call one of the clubs below, they would be happy to help you. You can also call the Illinois Special Olympics in Bloomington. Regional Meets are announced per Special Regions and the State meet is held the 3rd Friday and Saturday of June at Illinois State University.

Aerial Gymnastics (Downers Grove)

Chicago Park District

EGGS

GymNasti



Gymnastics Spot

Palmers Gymnastics & Dance

Palatine Park District

World Class Gymnastics

Petition for Gymnasts outside the USAG System

Please follow the procedures listed in the National R&P, including, sending the information to the people listed below.

- Supporting Results and Materials
- Video (should include gymnast performing the routines of the level she is petitioning to)
- Illinois Form (found in this IL R&P)

Please make sure to send to the following:

- Regional Technical Chair (If Level 8 or above gymnast is from outside the USA).
- State Chairman
- Illinois Junior Olympic Chairman
- Appropriate Level Chair (for the Level the gymnast is petitioning to)

Mandate Scores

In the State of Illinois, we do not have mandate scores. A gymnast is not required to move to another level when she has reached a certain score. **The National Office will not support mandate scores because a gymnast should not be forced to compete at a Level for which she is not ready.** There have been and will be times when the question regarding the need for Mandate Scores will arise, but **this simply is not an option.**

NON USA Gymnastics Eligibility Petitions

Please follow all directions carefully.

Refer to the National Rules & Policies online at www.usa-gymnastics.org
