



**By-Laws and Policies
Of
The Mississippi Indoor Association
2022 Edition**

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Article 1: Membership:

1.1: Membership Fees

- **Members are defined as Unit Directors listed on unit registration, not adjunct instructional staff or designers**
- **Membership fees are included in the unit dues of \$400 per unit per season.**
- **Unit fees are subject to change based on financial need of the association, but voted on by the body at the Summer Meeting.**

1.2: Membership Benefits

- **Access to WGI Rulebooks**
- **Access to Competition Suite**
 - **Each unit is given separate Competition Suite access**
- **Entry to all circuit shows even without a competing unit**
- **3 Director Badges Per Unit**
- **7 Additional Armbands Per Unit**
 - **This is in addition to the performer armbands**

Article 2: Rules and Policies: Members and Judges:

2.1: General Statement of Rules and Policies:

- **The Mississippi Indoor Association is governed by the rules and policies of WGI as well as MHSAA. No MIA policy can be made in conflict with WGI or MHSAA policies.**

2.2: Members:

- **Directors, instructional staff, associated assistants, and unit members should conduct themselves with professional etiquette at all times.**
- **Inappropriate behavior of any type from the aforementioned personnel could result in unit disqualification and being barred for the remainder of the season.**
 - **The chief managing administrator of the contest will determine the proper action in conference with the Executive Board.**
 - **At all events, the Executive Director is the Chief Managing Administrator**
 - **In the event the Executive Director is not present:**
 - **The Contest Director with conference with the Executive Director will make necessary judgements.**
 - **Inappropriate behavior can be defined as but not limited to:**
 - **Threatening or excessively aggressive behavior directed toward adjudicators, administrators, hosts, or participants.**
 - **Unauthorized communication with judges**
 - **Unsportsmanlike conduct between participants**

2.3: Judges:

- **All Contest Judges will be assigned by the Color Guard Judge Coordinator as well as the Percussion/Winds Coordinator**
- **Judges are assigned based on availability, qualifications, proximity, as well as any other qualifications deemed appropriate by the Judge Coordinators and the Executive Board**
- **No judge with an affiliation to a competing unit shall judge that unit.**
 - **Affiliation is defined as but not limited to:**
 - **On Current Unit Instructional Staff**
 - **On Current Unit Design Team**
 - **Any and all affiliations must be defined prior to judge assignments and approved as no conflict by the Judging Coordinators as well as the Executive Board.**
- **Judges will be held to the same professional standard as the unit directors and affiliated personnel.**
 - **Any behavior deemed unethical, unprofessional, or any other negative presentation will result in immediate dismissal from the contest and/or permanent termination from the association.**
 - **This will be handled by the Judging Coordinators involved and the Executive Director.**

Article 3: Unit Guidelines

3.1: Unit Entry Fees

- **Unit Entry Fees are \$400 per competing unit**
- **Entry Fees are the same as membership fees and can be adjusted as needed and presented to the body for vote.**
 - **This \$400 Fee includes:**
 - **Access to every regular season contest**
 - **Entry to Circuit Championships (pending other requirements)**
 - **And all Membership Benefits Listed Above in Article 1**

3.2: Unit Deadlines

- **Unit Entry Deadline:**
 - **Payment postmarked, Contest Selection, Entry Form Completed:**
 - **December 1 each year**
- **Any unit entry after December 1 will have a \$100 late fee assessed**
- **Should a unit pull from a show after registration, written notice must be sent to both the Contest Director and Executive Director at least three weeks in advance of the scheduled show.**
- **Should a unit pull from a show after the finalized schedule is sent out (two weeks in advance), the unit will be assessed a \$150 fee to the host school at the discretion of the site host.**
- **The cancellation fee should be paid to the site host prior to participation in any other contests.**

- **Any and all special scheduling considerations must be delivered in written notice to both the Executive Director and the Contest Director one month ahead of the registered show.**
 - **All special considerations will be met within reason and ability of the show. This is up to the discretion of the Contest director in conference with the Executive Board and Judging Coordinators.**

3.3: Unit Liability Insurance

- **Scholastic Units are not required to submit proof of Liability Insurance**
- **Independent Units must submit proof of Liability Insurance no later than January 1 of the contest year.**

Article 4: Classification

4.1: Classifications

- **All units both scholastic and independent should register for the appropriate classification for their unit's ability:**
 - **A unit is classified by the level of skill being asked of the performer, not how well the performer is achieving any particular skill.**
- **Should a unit participate in WGI or any circuit outside of MIA, the unit MUST classify at the same level within MIA as the WGI classification. For example:**
 - **Guard Scholastic open at WGI = Guard Scholastic Open at MIA**
- **No unit is permitted to classify up at WGI and compete down as Classification within MIA. For example:**
 - **Wind Scholastic Open at WGI CANNOT compete Winds Scholastic A or World within MIA.**
- **MIA Guard Classifications are as follows:**
 - **Cadet: Junior High Only. Scholastic Only**
 - **Novice: Unestablished Program/Contains over 50% first year members. Scholastic Only**
 - **Regional A: Offered as both Independent (as long as listed by WGI) and Scholastic**
 - **AA: Offered as both Independent and Scholastic**
 - **A: Offered as both Independent and Scholastic**
 - **Open: Offered as both Independent and Scholastic**
 - **World: Offered as both Independent and Scholastic**
- **MIA Percussion Classifications are as follows:**
 - **Concert: A, Open, and World: Offered as both Independent and Scholastic**
 - **Marching Regional A: Scholastic Only**
 - **Marching A: Offered as both Independent and Scholastic**
 - **Marching Open: Offered as both Independent and Scholastic**
 - **Marching World: Offered as both Independent and Scholastic**

- **MIA Winds Classifications are as follows:**
 - **Regional A: Offered as Scholastic**
 - **A: Offered as both Independent and Scholastic**
 - **Open: Offered as both Independent and Scholastic**
 - **World: Offered as both Independent and Scholastic**

4.2: Reclassification Guidelines

- **When a unit is needing to be reclassified, the following procedures will be followed:**
 - a. **The Judges will notify the chief judge at the contest**
 - b. **The chief judge will notify the Executive Director and Executive Board Member for that given classification (unless it is a classification conflict of interest)**
 - c. **The Executive Director and Judge Coordinator will review the video from the contest and make a determination**
 - d. **The Unit Director will be notified within 5 days of the previous contest in written form of the reclassification.**
 - e. **Should the unit director wish to appeal, the circuit will then send the video off for review from a national panel of 3 anonymous judges arranged by the judging coordinator in tandem with WGI judges to settle the appeal.**
 - i. **The unit's name, director's name, and location of the show will not be shared with the panel.**
 - f. **After the outside panel has had an opportunity to review, a final determination will be given to the Unit Director.**
 - g. **That unit is permitted to stay in their registered classification until the appeal has concluded.**

Article 5: Contest Policies

5.1: Contest Administrator Overview

- **The Contest Administrator duties are as follows:**
 - **To work with the Executive Director and Executive Board in close capacity for all aspects of the contests and Championships.**
 - **To accept all unit registrations**
 - **To input all units into Competition Suite**
 - **To manage all schedules and have the finalized version published two weeks prior to each contests**
 - **To handle judge set-up for each show in Competition Suite**
 - **To manage the judging aspect of the contest in real time**
 - **To publish finalized scores once scores are verified and retreat has occurred.**

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- **1. Schedule all contests and post the schedules two weeks prior to the show date. Email notification of schedule changes is recommended**
- **2. Provide supplies necessary for tabulation area**
- **3. Administrate the contest including the set up of competition suite for the shows**
- **4. Place judge commentary into competition suite during the show**
- **5. Provide recaps at show conclusion for units, announcer, and website**
- **6. Resolve any issues with units with direction from MIA board member in attendance**
- **7. Provide check in packets including current schedule, arm bands (declared number plus 10)**

5.2: Contest Scheduling

- **All contests will be scheduled by the unit registration form and will be assigned accordingly.**
- **Contests have a maximum capacity of 50-60 units depending on the site.**
- **All regular season contests will begin at 10:00am unless otherwise needed.**

5.3: Host/MIA Expectations:

MISSISSIPPI INDOOR ASSOCIATION GENERAL EXPECTATIONS (2022 Revision) SHOW SPONSOR RESPONSIBILITIES

- **Make the following available to MIA for use on the website:**
 - **Map to site**
 - **Parking diagram including unit and spectator parking**
 - **Diagram of facilities including competition entrance, exits, warm ups, contest flow.**
 - **Photos of the facilities if possible (not required)**
 - **An explanation of the orientation of the timeline for the show.**
 - **Availability of prop/storage, dressing areas, etc. PROPS CAN ONLY BE STORED IN THE FLOOR AREA WITH PERMISSION FROM MIA AND THE SITE HOST**
- **Adults on duty to answer all questions about the facility including locations of dressing rooms, prop storage areas, bus and spectator parking, etc.**
- **Have a pre-contest meeting with all workers to make sure everyone understands their responsibilities and answer questions about contest procedures**
- **Security is recommended in accordance with your school policies**
- **Emergency medical service is required for the contest (can be a parent/nurse)**
- **A competition floor at least 60' by 90'. Five foot safety zones are required between sidelines and audience members (you may opt to not use first row seating).**
- **Double doors for all unit entrances and exits**
- **A clearly marked judges area in the center of the home stands. MIA officials will indicate where this area must be located.**
- **Tables and chairs for the sound manager, contest director, announcer, and other officials. One electrical outlet near this table is required.**

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- **Pay the following expenses:**
 - Judges fees of \$3500 (paid to MIA for four percussion, five color guard, and two timing and penalty judges. Revised 2021)
 - Housing expense for the judges as directed by MIA
- **11. Show sponsor will keep:**
 - All gate receipts at \$10.00 per ticket
 - All concession receipts
 - All cancellation fees
- **Provide transportation to and from airports for judges and housing as needed and directed by MIA.**
- **Provide an announcer.**
- **Provide a hospitality area for judges and instructors. This area can also be used for critique. Judges expect a private sitting area for use prior to the show away from instructors.**
- **Provide covering for your floor if one is needed beyond the MIA supplied 60 x 90 black floor.**
- **Prop/floor storage area if possible**
- **Ticket takers. MIA ticket policy is that every spectator who occupies a seat must purchase a ticket. MHSAA state passes MUST be accepted without question.**
- **Provide monitors to control access to seating areas and performance gate during the show. 19. Make sure there are electrical outlets with a power strip at the center line on both the front and back sidelines.**
- **Provide a stocked, working concession area.**
- **Provide manpower to assist MIA officials with set up and tear down of the circuit owned tarp.**

MIA RESPONSIBILITIES

- **Secure all units and judges for your competition**
- **Instruct hosts as to housing requirements for judges**
- **Provide a contest administrator to handle all aspects of scoring and judge commentary**
- **Provide a high quality sound system with mp3 input and microphone**
- **Pay the judges fees not included in site host fees (WGI fees, etc)**
- **Provide awards for championships**
- **Provide passes, badges for instructors and judges and unit check in packets**
- **Hire a video company to record championships**
- **Deliver, help set up, and remove the circuit owned 60 x 90 black floor cover**

UNIT DIRECTOR RESPONSIBILITIES

- **Read and understand the WGI contest rules for the current year**
- **Submit schedule and pay dues prior to the deadline**
- **Arrive at contest site with sufficient time to check in at the tabulation area**
- **Assign passes and badges you will receive**
- **Sound check at tabulation area if necessary**

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- **Determine where props are to be stored remembering that prop storage is not required**
- **Determine where dressing areas are if provided (not required)**
- **Make sure you have registered form competition suite in advance of the competition**
- **Make sure all equipment is properly taped and padded**
- **Read and understand these policies**
- **Be informed of proper critique etiquette**

Article 6: Circuit Championships

6.1: Championship Eligibility

- **All member units are eligible for circuit championships under the following conditions:**
 - **They have paid their unit fees**
 - **They have attended two regular season shows**
 - **One show may be a WGI show in exchange for an association show**

6.2: Championship Location

- **Championships will be held at the best venue available each year.**
- **Location may change based on availability and cost**

6.3: Championship Dates

- **Championships will always occur no later than one week ahead of the start of WGI World Championships in Dayton, Ohio.**
- **The Easter weekend and venue availability are often variables that must be worked around.**

6.4: Championships Scheduling

- **Units will be scheduled in the following ways:**
 - **Random order:**
 - **Any classification with less than 8 units competing**
 - **Ranked Order:**
 - **By the highest most recent MIA score**
 - **Ranked order will be in reverse order ex:**
 - **Top ranked unit will perform last in class at championships**

Article 7: Executive Board and Board of Directors

7.1: Executive Board Composition

- **The Executive Board will be composed of the following positions:**
 - **Color Guard Representative**
 - **Percussion Representative**
 - **Winds Representative**
 - **Color Guard Judge Coordinator**

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- **Percussion Judge Coordinator**
- **Secretary**
- **Treasurer**
- **Contest Director**
- **Executive Director**

7.2: Executive Board Compensation

- **The Classification Representatives (Guard, Percussion, Winds) will receive no compensation, but will have travel managed in the following manner:**
 - **Gas Mileage to shows at the current MIA rate (\$.50 a mile 2022)**
 - **Hotel rooms for far distance from home city for before, after, or both depending on circumstances**
- **The Executive Director and Contest Director will receive compensation in the following manner in addition to the aforementioned travel expenses.**
 - **The Executive Director and Contest Director shall receive a stipend of \$300 per scheduled show.**

7.3: Election of Executive Board Terms

- **Executive Board Terms, minus the Executive Director, are not limited by a time frame.**
- **Executive Board members may be relieved of their duties by a $\frac{2}{3}$ majority vote of the executive board or a $\frac{2}{3}$ majority vote of the unit directors currently registered within the Association.**
- **In order for an Executive Board member to be removed, a written grievance must be received by the Executive Director.**
- **The Executive Director must be given time to address and correct the written grievance.**
- **In the event the situation has not improved a vote can be initiated at the conclusion of the season to remove the designated Executive Board member.**

7.4: Executive Director Term

- **The Executive Director term shall last 4 seasons.**
- **The Executive Director may serve as many terms as they are voted for.**

7.5: Executive Director Responsibilities:

- **To always act in the best interest of the association as a whole financially as well as ethically.**
- **In the event there is no treasurer elected, the Executive Director will maintain the finances of the association.**
- **To schedule championships each season**
- **To work with show hosts to set the schedule**
- **To work with the Judging Coordinators to manage judge travel**
- **To work with show hosts to manage the before, during, and after show logistics for judges, exec board, and units.**
- **To work with the community to garner support and a positive rapport for the association.**

- **To work with MHSAA and MBA for scheduling and cohesiveness.**

7.5 Board of Directors

- **The Board of Directors serves in an advisory role to the Executive Board.**
- **The Board of Directors is composed of:**
 - **Past Executive Directors**
 - **Current Judging Coordinators**
 - **Past Judging Coordinators**
 - **Other Selected Founding Members**

Article 8: Dissolution of the Association

8.1: Dissolution and Assignments

- **In the event that the association must be dissolved the assets will be dissolved in such a manner:**
 - **All inventoried assets will be donated to the Mississippi Bandmaster's Association to donate to a local high school.**
 - **All financial assets within the Association Checking Account will be donated to the Mississippi Bandmaster's Association and given out as an annual \$1,000 student scholarship to a high school senior until no finances remain.**