

Association and Executive Board Rules and Regulations

Section (1) SEXUAL HARASSMENT POLICY

The MHSA believes that all individuals should be treated with respect and dignity. Students should be able to participate in MHSA sponsored activities in an environment that is free from sexual harassment and sexual violence. Each member school is responsible for taking such action and enacting such policies as may be necessary to address incidents of sexual harassment and sexual violence and to ensure that an environment free of such prohibited conduct is maintained. Any member school which sponsors or tolerates such activity is subject to expulsion from the MHSA.

Section (2) DRUG/ALCOHOL POLICY

The MHSA prohibits any use and/or possession of tobacco, alcohol or other mood altering drugs during competition. Violation will cause the coach or participant to be disqualified from further participation in that event.

Section (3) WEAPONS IN EVENTS POLICY

No actual weapon may be used for any performance in any event sponsored by the Montana High School Association. Only official "blank" firing starter pistols shall be used for any MHSA sponsored event.

Section (4) CONCUSSIONS/SERIOUS INJURY REQUIREMENTS AND RETURN TO PLAY

A. Return to Play:
In accordance with the Dylan Steigers Protection of Youth Athletes Act, an athletic trainer, coach, or official shall remove a youth athlete from participation in any organized youth athletic activity at the time the youth exhibits signs, symptoms, or behaviors consistent with a concussion. The youth cannot return to play until he/she is evaluated by a licensed health care professional and receives written clearance to return to play from the licensed health care professional.

In addition, the MHSA also requires that an athletic trainer, coach, or official shall remove a student-athlete from participation in any MHSA activity at the time the student exhibits signs, symptoms, or behaviors consistent with a serious injury. The student cannot return to play until he/she is evaluated by a licensed health care professional and is cleared by a licensed health care professional, although written clearance is not required for serious injury other than concussion unless mandated by the local school district.

B. MHSA Policy in Accordance with State Legislation:
Each (high) school district in this state offering organized youth athletic activities shall adopt policies and procedures to inform coaches, officials, youth athletes and parents or guardians of the nature and risk of brain injuries, including the effects of continuing to play after a concussion.

C. Coach Education and Awareness:
Each MHSA coach (head, assistant and school-approved volunteer and including cheer coaches) must complete the NFHS Concussion in Sports course each year. The course is available at www.nfhslearn.com. The course must be viewed before the coach has contact with student-athletes in his/her respective sport and viewed after May 1st for the subsequent year. The school should restrict any coach from coaching until the course is completed or the school district is in violation of Montana State Law.

D. Student-Athletes' and Parents' Awareness and Notification:
Schools shall distribute to each student-athlete and his/her parents or legal guardians the information provided to the schools by the MHSA (acknowledgement form with required signatures, parent information, athlete information and available resources) before the student participates in an MHSA sport. The student-athlete and parents/legal guardians must sign the

acknowledgement form on the front page after verifying they have read and understand the information regarding concussions. The acknowledgement form must be retained on file by each school. The information with signature sheet cannot be distributed and completed until after May 1st for the next school year. The student and parents/guardians only have to complete the information once per year and it must be completed before the student practices or participates for the first time in a given school year.

E. Officials' Education and Awareness:
Each MOA or non-MOA official who works MHSA contests must take the NFHS Concussion in Sports course each year. That course must be taken after June 1st for the subsequent school year and must be completed before officiating scrimmages or contests. Schools using non-MOA officials for sub varsity games must verify those officials have completed training.

Section (5) SAFETY PRECAUTIONS

The ignition or the discharge of fireworks, firearms, explosives, incendiary devices, or flammable materials of any kind is strictly prohibited at all MHSA events (regular season or post season). Event managers are authorized to restrict the use of any material or device(s) deemed a safety risk to students, fans, officials, or personnel.

The use of drones (UAS), for any purpose, is strictly prohibited at all MHSA events (regular and post season). This prohibition applies to all fields of play, courts, arenas, mats, gym floors, pools, and includes a ban on the entire facility being used as part of the MHSA event, including stands, spectator access and parking areas.

The MHSA prohibits the burning of any incense (sweet grass, herbs, candles or other flammable substance) inside any school or venue that hosts MHSA events because of the risk of fire or violation of fire codes. Any pregame rituals/ceremonies may be performed offsite.

Section (6) MHSA JEWELRY POLICY

No jewelry, which includes visible body piercing objects, shall be worn in any sport. Any piece of jewelry that is visible at the start of or during a contest is in violation of the MHSA Jewelry Policy. Religious medals must be taped to the body and under the uniform. Medical alerts must be taped to the body so they are visible.

To request a waiver for a Daith Piercing the following criteria must be met:

- a) **The piercing must be medically indicated. A note from a neurologist or primary care provider is required.**
- b) **Executive Director will consult with Chief Medical Advisor**
- c) **ED and CMA will take the individual's sport(s) under consideration in regard to risk of injury to self and to others.**
- d) **One of the following recommendations will be made:**
 - 1) **Piercing will be allowed**
 - 2) **Piercing allowed with a "soft" material in place of a metal device (if individual states he/she cannot replace the metal with a soft material, ED and CMA will re-evaluate as in # 3 and issue a decision.**
 - 3) **No piercing allowed.**

Section (7) COACHING/PRACTICE REGULATIONS

Introductory Note: The intent of having rules and regulations which govern coaching and practice sessions are:

- **To afford all students the same and equal opportunity for development of skills.**
- **To provide an equity basis for all team competition.**

- To provide the opportunity for students to experience diversified activities exposure of their choice.
- To allow students to choose their own out of season activities.

A. Only students who meet all MHSA eligibility requirements (enrollment, age, semesters, academics, physical examinations etc.) are eligible to practice with and participate on member school teams. Exception: students who are eligible in every way except academics may participate in practice if the school allows.

Exception – For incoming freshman (graduated eighth graders) from the high school’s feeder school can practice with that high school’s team during the June 1 – July 31st period,

Also, for incoming freshman, enrollment into an MHSA high school will occur after the following:

- a) the student completes eighth grade
- b) the parent(s) complete registration at the student’s selected school
- c) the parent(s) paid the applicable tuition charge
- d) the parent(s) complete a request that cumulative school records be sent to the high school.

Upon completion of these four criteria, incoming freshman students are eligible to participate in the open team coaching period for that high school during June 1- July 31.

B. Regular season practice is defined as a potential player(s) reporting to the practice field or court, with or without uniforms, under the supervision of a sport-specific school-approved coach, and receiving coaching in game skills and techniques. The following are recommended pre-season and regular season practice guidelines:

1. If a practice lasts two hours or less the athlete must have two hours of rest between practices.
2. If a practice is more than two hours the athlete must have three hours of rest between practices.
3. Practices should last a maximum of 2 1/2 hours in length, but if a team chooses to have one practice per day that practice shall be no longer than three hours in length.
4. There should be no more than five hours of practice per day.

C. Athletes participating on teams competing in MHSA post season play, which overlaps the beginning of the next MHSA sanctioned activity starting practice date, may be credited for practices during the overlap period toward meeting the minimum practice requirement of the overlapped activity season.

D. Open Gym/Field for MHSA sanctioned sports is an arrangement whereby the school’s facilities are scheduled for volunteer play for all the currently enrolled student body or non-secondary students within the school’s attendance area who are not enrolled in another district. Open Gym/Field are not covered by any MHSA insurance (liability, catastrophic, concussion etc).

INTERPRETATIONS

Open gyms do not violate MHSA rules if they are conducted according to the following guidelines:

1. The open gym is open to any currently enrolled student body or non-secondary students within the schools attendance area who are not enrolled in another district who are interested in attending.
2. There is NO instruction during the open gym, whether by a coach or anyone else.
3. Coaches may supervise open gyms, but they cannot instruct, organize drills etc., or participate with the students.
4. There is no organized competition, such as established teams participating in round-robin competition etc.

There is no such thing as an open gym during a sport-specific season (i.e. no volleyball open gym during volleyball) or during the allowed coaching window of June 1-July 31.

E. Individual Instruction (coaching) is acceptable out of season on a one to one basis, i.e. one athlete per coach(es). This means that one or more coaches could instruct one athlete but two or more coaches could not coach two or more athletes. This rule does not provide the coach, or any coach on that school’s high school coaching staff, the opportunity to coach his/her athlete in any out-of-season competition.

F. Required Instruction on a one to one basis out of season cannot be required of any student. The intent of allowing one on one instruction is to provide the opportunity for a student to improve his/her skills if he/she requests assistance.

G. Coaching Rules:

1. The team coaching rule is suspended from June 1st through July 31st. This means a coach of a team sport can coach his/her players anytime, anywhere, during this period. During this period a team can scrimmage against another team without violating the out-of-season contest requirements (renting facility etc.). Practice, competition and facility use during the coaching rule suspension from June 1 through July 31 are not covered by MHSA insurance (liability, catastrophic, concussion etc.).
2. The team coaching rule is in effect from August 1 - May 31. This means that there is to be no coaching of one’s team sport (team sports being football, basketball, volleyball, softball and soccer) out of season other than the one on one provision allowed presently. Coaches of individual sports (individual sports being cross country, wrestling, track and field, swimming, golf and tennis) are not affected by this rule.
3. Students cannot be required to attend out-of-season practices, camps or contests.
4. A coach coaching a team during the summer that advances to a regional or national event can continue to coach after July 31st until the competition is ended. The MHSA office must be notified if this occurs.

INTERPRETATIONS

In order to prevent member schools from observing the “letter” of the law but not the “spirit” or, on the other hand, to prevent a situation where coaches hesitate to even talk about wrestling, football, volleyball, basketball or softball outside the season, the following interpretations are given:

1. The coaching and team participation rules do not apply to the coaches of individual sports (individual sports being cross country, wrestling, track/field, swimming, golf and tennis). However schools should remember that they may not sponsor interschool contests or competitions out of season in team or individual sports.
2. Setting up special classes and teaching students the fundamentals, skills or plays outside the season. VIOLATION.
3. Playing touch football or flash ball in classes outside of football season. NO VIOLATION.
4. A small group of potential players shooting baskets or passing a football around outside regular season on the school grounds or at home, during noon hour or recess periods. NO VIOLATION.
5. Class basketball tournaments conducted just before or just after regular basketball season in which no coaching by any member of the staff is involved. NO VIOLATION.
6. Issuing copies of football plays, conducting chalk talks, rules clinics, showing sports films. NO VIOLATION.
7. Issuing football equipment to prospective squad members before seasons opens. NO VIOLATION. (Possibly equipment should not be allowed to be issued until the opening day set for football practice.)

H. Olympic Development Programs: The team coaching rule can be suspended for involvement with U.S. Olympic Development Programs. Approval must be requested from the Executive Director of the Montana High School Association.

Section (8) COACHES' EDUCATION PROGRAM

All member school athletic coaches are required to complete the NFHS online coaching program. The purpose of the requirement is to improve the quality of coaching in the state, to foster positive youth development, as well as to enhance the health, safety and welfare of all students.

Every coach (all head, assistant and school-approved volunteer coaches) must meet the following requirements:

- a. Completion of the Fundamentals of Coaching core course prior to contact with student-athletes. Certification is good for a five-year period, inclusive of the first season in which the course is completed.
- b. Completion of the Concussion in Sports course prior to contact with student-athletes. Certification is good for a one-year period.

In addition, coaches are encouraged to utilize the other available elective or sport-specific NFHS courses.

Coaches are responsible for ensuring that the appropriate school administrator(s) receive verification that the courses are completed. The school administrator is responsible for reporting to the MHSAA annually that all their coaches have completed the requirements successfully.

Section (9) SPECIALIZED CAMP RULE, INVITATIONAL TOURNAMENTS & OTHER EVENTS

Any student enrolled in a school holding membership in the MHSAA shall be allowed to participate in specialized camps, invitational tournaments and other events in all sports so long as the program and the student's participation meet the following requirements: (This includes all 9th grade students who are currently enrolled in a junior high school in the same school district as an MHSAA member high school.)

- A. No student shall participate in a specialized sports camp, invitational tournament or other sporting events in which any of his/her coaches are involved except from June 1 through July 31 of each calendar year. (This rule does not apply to individual sports.)
- B. If a coach employed by the school or a coach who volunteers in the school's athletic program conducts a specialized camp, invitational tournament or other event independent of the school district and uses school district facility(ies), the coach must follow the district policy on facility use including paying the normal rental fee.
- C. An MHSAA member school, its booster club or other school-related group may not sponsor or have any part in any way in financing a specialized camp, invitational tournament or any other event. A school, booster club or other school-related group paying a coach for conducting a specialized camp, invitational tournament or other event would be in violation.
- D. The MHSAA Award Rule and the MHSAA Amateur Rule must be followed.

INTERPRETATIONS

1. Provided a student's coach(es) are not involved and the school/booster club is not, in any way, sponsoring a specialized camp, invitational tournament or other event and provided the general rules are met, a student may attend a specialized camp, invitational tournament or other event at any time during the year.
2. Schools and booster clubs cannot sponsor, supplement or underwrite a specialized camp, invitational tournament or other event.
3. Coaching staffs (head, assistant or volunteer coaches) of member schools cannot be involved unless the event is taking place between June 1 and July 31.
4. The amateur rule must be followed. Athletes can only receive actual expenses (hotel, travel, meals etc.) from an outside source (i.e. parent fundraiser, local business, private donor), and the school and booster club cannot cover expenses in any way. Expense records, receipts and other documentation should be kept by the sponsoring groups or individuals.
5. Schools cannot manage or house accounts and/or funds that are used in any way for specialized camps, invitational tournaments or other events.
6. A student involved in a specialized camp, invitational tournament or other defined event cannot receive anything over \$100 in value for participating in the event, and no cash can be awarded.

7. School uniforms/equipment may be used, if the school allows.
8. MHSAA insurance does not cover any specialized camp, invitational tournament or other event.

Section (10) VOLUNTARY CONTRIBUTIONS/AWARENESS EVENTS/RAFFLES

The soliciting of voluntary contributions is prohibited at any Association contest. Special awareness events (i.e. pink week) are restricted to one week of the regular season, approval for which must be obtained from the appropriate MHSAA staff liaison prior to the event. This includes promotions, announcements, introductions, uniform deviations, and other variation of expected local game protocol.

Unless approved by the MHSAA Executive Board, raffles or similar fundraising events, including any type of awareness event, are prohibited at playoffs, championship games, post-season tournaments, post-season meets, and/or post-season festivals which are under the direct supervision of the Montana High School Association Executive Board. The concession rights for any state tournament must be approved by the Executive Director. At district and divisional events, concessions where goods and/or services are received would be at the approval of managers of events in accordance with the district and/or divisional policies.

Section (11) OFFICIALS' DRESSING ROOM

Officials should be provided with a private dressing room.

Section (12) CONTESTS PROHIBITED

- A. The Association prohibits all interscholastic contests by member schools between December 24 and January 1 of any school year, both dates inclusive.
- B. The Association prohibits Cultural Exchange Programs' athletes participating against member school teams during their specific season. Cultural exchange competition is allowed out of season for each sport, provided MHSAA coaching/practice regulations are met. This restriction does not affect individuals approved to participate on member high school teams from a CSJET-approved Foreign Exchange Program.

Section (13) FORFEITURES

- A. A team receiving a forfeiture shall be allowed to count the game(s) as a game(s) won and will be allowed to schedule and play make-up games(s). Any team forfeiting a game(s) shall not be allowed to schedule another game in place of the forfeited game(s) and shall count the same as a loss.
- B. Where a maximum number of games has been established, the team that forfeits must count the game(s) forfeited as part of the season's game limits.

This rule will not apply when conditions arise that would warrant the Executive Board or Executive Director granting an honorable release from the fulfillment of obligations.

- C. Any school's varsity team which forfeits one-fourth or more of its schedule in a season would be ineligible for varsity competition in that sport the following season. The school would have to complete a non-varsity schedule the following year. The school's administrator(s) must meet with the Executive Board during the school year in which the forfeits took place.
- D. It is understood that unforeseen circumstances will and do occur, but if at all possible, schools will not cancel scheduled varsity competitions. In the event that a varsity contest must be cancelled, the school cancelling must personally contact a high school principal or activities director of the opponent at least five (5) days in advance of the contest. Any school failing to give five (5) days notice must: 1) reimburse their scheduled opponent the lost gate and concessions income because of the cancellation, if another game cannot be scheduled by the teams receiving the forfeit. Reimbursement will be determined by the scheduled opponent by averaging their gate and concessions income from gate and concessions income over the previous year for that

sport; and 2) referees are to be paid according to the MOA Handbook.

Section (14) NO ACTIVITIES PARTICIPATION ON SUNDAY

The Association prohibits member schools or students of a member school from participating in any interschool contest or activity, or practice including chalk talks or meetings for such contests or activities, including cheerleading, on Sunday, EXCEPT that member Catholic high schools may hold religious speech meets on Sunday when such religious speech meets are under the auspices of that religious group, or are held with the approval of that religious group, and when all participating schools are members of that religious group. Also, an exception will be made for All - Northwest music groups - PROVIDING local school districts realize that students are not required to audition and also have the opportunity to not accept the invitation if they are selected. Other exceptions to the Sunday rule may be made by the Executive Director when tournaments or meets at the state, divisional or district level must be extended because extraordinary circumstances cause delays or postponements of scheduled competitions.

Section (15) ACTIVITIES SPONSORED BY COLLEGES OR UNIVERSITIES

The Executive Board has adopted the following rule: Any Montana college or university planning to sponsor activities that will involve high school students in clinics, festivals, parades, fairs, meets, tournaments and the like in speech, drama, and music must meet all of the following standards in order that these activities will be approved for high school students' participation:

- A. The round-trip must be made in one day unless the school is over 200 miles from the college or university involved, and in the latter instance, not more than two hours of the regular school day may be used for travel time. No schools or students are to be invited who cannot make the round-trip on a Saturday.
- B. Dates for these activities must be approved and cleared with the Executive Board. Application for sanction is to be initiated by the host school or other sponsoring organization and received in the MHSA office as soon as possible and preferably thirty days prior to the date for most events in order to obtain proper consideration from the Executive Board for sanctioning such events. And, further, if there is a cost to the MHSA such as phone calls, in order to sanction them, the cost will have to be absorbed by the school or organization sponsoring the function.

This rule does not apply to High School Week.

Section (16) SANCTIONING OF INTERSTATE CONTESTS

- A. The Executive Board has adopted that competition by a member school in any of the following contests shall be sanctioned through the NFHS:

Co-sponsoring Sanction Requirement: Any interstate competition involving two (2) or more schools which is co-sponsored by an organization outside the high school community (e.g., a university, a theme park, a shoe company), in addition to being sponsored by a member school, an approved school or a state association, shall require sanction of the NFHS office.

Non-bordering State Sanction Requirement: Subject to the requirement above, no sanction is required from the NFHS office if all competing schools, regardless of the number of competing schools, are from states which border the host state. Each state association shall sanction through the NFHS office interstate competition by a member school involving either:

- 1. More than eight (8) schools, at least one (1) of which is from a state that does not border the host state, or
- 2. Five (5) or more states, at least one (1) of which does not border the host state.

Contests/events with contiguous state and/or contests/events with states in National Federation Section 8 (Alaska, Idaho, Oregon, Washington and Wyoming) do not need sanction from the MHSA

or the National Federation whether they be athletic contests or speech/music events.

- B. Contests/events outside these above parameters sponsored by schools need the sanction of the MHSA and of the National Federation, and any contest/event sponsored by an organization other than a high school needs sanction by the MHSA and by the National Federation.
- C. Each state association shall approve and receive NFHS approval of competition by a member school in an athletic activity under that state association's jurisdiction against a school from a foreign country, except for two-school and/or three-school competition with a school or schools from Canada and Mexico, which necessitates a round trip of less than 600 miles.
- D. The NFHS Board of Directors shall establish and publish policies, procedures, criteria and application forms for sanctioning domestic and international competition. Sanction shall not be granted for any tournament, meet or other contest to qualify for and/or determine a national high school individual champion or championship team.
- E. In all interstate contests each state association shall require each participating school to follow the contest rules of the state association of which it is a member, or rules which have been approved by that state association for interstate competition.
- F. No NFHS state association shall permit a member school to compete in any contest in any other state if the contest involves conditions which would violate the regulations or established policies of that state association.
- G. The Executive Director is further authorized to sanction participation for any member schools in a sanctioned out-of-state meet.
- H. Applications for sanction are to be initiated by the host school or other sponsoring organization and received in the MHSA office well in advance (thirty days for most events) in order to obtain proper consideration from the Executive Director for sanctioning such events. And, further, if there is a cost to the MHSA such as phone calls, in order to sanction them, the cost will have to be absorbed by the school or organization sponsoring the function.

Section (17) LIABILITY CATASTROPHE PLAN AND CONCUSSION INSURANCE

- A. CATASTROPHIC INSURANCE: The MHSA member schools, at the 1973 Annual Meeting, adopted a catastrophic insurance plan. This plan was revised and adopted by the MHSA Executive Board in 1993. It is a claims-made excess liability policy which has a \$50,000 deductible. Also included is excess medical coverage subject to a lifetime benefit of two million dollars. All member schools are automatically enrolled for the insurance and the premium will be collected from each school by the MHSA Executive Director by July 15 of each year according to the schedule approved and listed as follows: Any school failing to pay the premium on or before August 1 will become ineligible from that date until such premium is paid and shall be required to pay a penalty of fifty dollars (\$50.00) in addition to the regular premium before reinstatement. This plan covers all MHSA sanctioned activities during the defined season.

High School Enrollment	Catastrophic Premium
0-40	@ \$ 204.00
41-110	@ \$ 299.00
111-200	@ \$ 377.00
201-300	@ \$ 498.00
301-400	@ \$ 619.00
401-800	@ \$ 828.00
801-up	@ \$1326.00

- B. CONCUSSION INSURANCE: Effective in 2015, the MHSA Executive Board adopted concussion insurance based on a 97% favorable response from member schools. The plan includes \$25,000 coverage with no deductible for all MHSA-sponsored

sports and cheerleading. All member schools are automatically enrolled for the insurance and the premium will be collected from each school by the MHSA Executive Director by July 15 of each year according to the schedule approved and listed as follows: Any school failing to pay the premium on or before August 1 will become ineligible from that date until such premium is paid and shall be required to pay a penalty of fifty dollars (\$50.00) in addition to the regular premium before reinstatement.

High School Enrollment	Concussion Premium
0-40.....	@ \$ 41.00
41-110.....	@ \$ 66.00
111-200.....	@ \$ 121.00
201-300.....	@ \$ 141.00
301-400.....	@ \$ 171.00
401-800.....	@ \$ 191.00
801-up.....	@ \$ 226.00

Section (18) REQUEST TO PARTICIPATE IN MHSA ACTIVITY

Any school not participating in a specific MHSA activity the previous year must request permission for placement in a district or division to participate competitively on an interschool basis by indicating their desire to do so by written notice to the Executive Director's office by May 1 of the current school year for all activities except for Speech and Drama which is Sept. 1 of the following school year.

INTERPRETATION

This rule will apply only to those activities where schools are assigned to a definite district or division.

Section (19) STATE CHAMPIONSHIP SERIES

Unless there are five (5) or more teams registered in an activity and taking part in the particular program, there will be no state championship play. This would also include an individual classification where there are fewer than five (5) teams.

Section (20) MEMBERSHIP ACTIVITIES PARTICIPATION

Membership in the Montana High School Association will entitle all member schools to participate in all interschool activities, approved by and under the active supervision and control of the Association. Individual participant fees for district activities to be approved by the Executive Board.

Section (21) POLICY ON INTERSCHOOL ACTIVITIES ADMINISTRATION

The Executive Board of the MHSA shall provide in their annual budget for the administration of all interschool activities under their supervision and control.

Section (22) APPROVED DATES

The dates for all interschool activities and contests must be approved by the Executive Board. The Montana High School Association Executive Board shall establish the starting dates for all practices and for all contests.

Section (23) ADVISORY ORGANIZATIONS

The Montana Music Educators Association, and the Montana Forensic Educators Association shall be recognized as advisory organizations of the Montana High School Association, and shall be represented in official advisory committees as designated by the Executive Board, provided that the Constitution and By-Laws of their several organizations are in harmony and agreement with the Articles of Incorporation, By-Laws and Rules and Regulations of the Montana High School Association.

Section (24) POLICY ON INTERSCHOOL ACTIVITIES

When any group which sponsors a high school activity requests consideration by the MHSA which may lead to direct supervision and control of this activity, or when the MHSA feels any activity is presenting a problem serious enough to merit study, then the MHSA, at its annual meeting, should authorize the Executive Board to appoint a special committee to thoroughly study each activity and to present its

recommendations concerning this activity at the next annual meeting of the Association for consideration and approval or adoption by the Association.

Section (25) MHSA STANDING COMMITTEES

- A. **Athletic Committee:** The Executive Board is authorized to appoint a standing Athletic Committee. This committee is to consist of a minimum of seven members. The membership shall consist of five coaches representing all four athletic classifications, one athletic director and one school administrator. The Montana Coaches Association shall be invited to recommend coaches for consideration as committee members. A member of the MHSA Executive Staff shall serve on this committee.
- B. **Music Committee:** A Music Committee consisting of representatives of the Montana High School Association, the Montana Music Educators Association president and a representative of the State Superintendent shall be established by the Executive Board.
- C. **Forensic and Drama Committee:** A Forensic and Drama Committee shall be appointed by the Executive Board of the Montana High School Association as a standing committee of at least six members, consisting of a representative of the Executive Board, one other school administrator, a representative of the Montana Forensic Educators Association — at least one of whom shall represent drama. The Executive Director of the MHSA or his/her appointee shall serve as secretary of this committee.
- D. **Master Basketball Scheduling Committee:** A Master Basketball Scheduling Committee shall be appointed by the Executive Board of the Montana High School Association as a standing committee of at least sixteen members, consisting of administrators, athletic directors and/or coaches from each of four regions—southern, northern, eastern and western. The Executive Director of the MHSA or his/her appointee shall serve as secretary of this committee. The membership of the committee shall be reviewed annually and appropriate appointments made.
- E. **Spirit Advisory Committee:** A Spirit Advisory Committee shall be appointed by the Executive Board of the Montana High School Association as a standing committee of at least five members, consisting of at least one spirit coach from each of the four classifications. The Executive Director of the MHSA or his/her appointee shall serve as secretary and advisor of this committee.
- F. **Gender Equity Committee:** The Executive Board is authorized to appoint a Gender Equity Committee on a permanent basis to review the Ridgeway Settlement Agreement, Title IX and current gender equity trends. The committee will be responsible to make recommendations to the Executive Board.
- G. **Multi-Cultural Committee:** The Executive Board is authorized to appoint a Multi-Cultural Committee on a permanent basis to study problems in activities and address concerns unique to some cultural societies. The committee will be responsible to recommend solutions to the MHSA Executive Board.
- H. **Medical Advisory Committee:** The Executive Board is authorized to appoint a Medical Advisory Committee on a permanent basis to study and address concerns relative to control of communicable diseases as it relates to athletics, legal questions involving athletics and the medical profession, updates in sports medicine and nutrition, and providing input for the welfare of athletes. The committee will be responsible to make recommendations to the Executive Board.
- I. **Individual Sports Committees:** The Executive Board shall appoint a committee for each sport sanctioned by the MHSA. These committees shall serve as advisory committees to the Athletic Committee and be responsible for making recommendations.
- J. **Sportsmanship Committee:** The Executive Board shall appoint a Sportsmanship Committee on a permanent basis to promote sportsmanship among student-athletes, coaches, parents and

fans and to develop tools for addressing poor sporting behavior. The committee will be responsible to make recommendations to the Executive Board.

B. The radio broadcasting of district, divisional, and state tournaments and playoffs and exhibitions shall be controlled by the MHSAA Executive Board with the following guidelines:

Section (26) NATIONAL CONTESTS OR ACTIVITIES

The approval of any national contest or activity by the Association automatically approves local, district, regional and state contests or activities leading to participation in the national contest or activity.

Section (27) RULES CLINICS

The MHSAA Executive Board requires that the administrator of each member school ensures that the head coach, all assistant coaches and all school-approved volunteer coaches of his/her high school coaching staff in that sport completes the annual rules/safety clinic in the format provided by the MHSAA for cheerleading and for each sport in which a clinic is offered and sponsored by the MHSAA. Clinics are developed for boys' and girls' basketball, boys' and girls' cross country, football, boys' and girls' golf, boys' and girls' soccer, boys' and girls' swimming, softball, boys' and girls' tennis, boys' and girls' track & field, wrestling and volleyball.

Section (28) TOURNAMENT MANAGER WORKSHOP

Tournament managers for MHSAA post-season events must complete the online tournament managers' workshop for that sport once every five years. This requirement is sport-specific.

Section (29) IN-SERVICE CLINIC REQUIREMENT

- A. Member schools are required to have an onsite administrator and/or athletic/activities director who have attended and completed an in-service on the transfer and other eligibility rules as well as equity and the Ridgeway Settlement Agreement. Such on site personnel are required to attend a renewal in-service every five years.
- B. Member schools are required to have an onsite administrator and/or athletic/activities director who have viewed the in-service clinic on sportsmanship. Onsite personnel are required to complete a renewal every five years.
- C. Member schools are required to ensure that all principals and activities administrators have viewed the New Administrators Workshop. Superintendents are strongly encouraged to complete the workshop. Each principal and activities director is required to view the workshop once during their high school tenure.

Section (30) CONFERENCE CALLS

Conference phone calls will be charged to a specific school or schools if the conference call was necessary for immediate action for an interpretation of a rule if there were a violation or protest that needed immediate action by the Board. Individual(s) who request a conference call(s) should work with the school the student attends. If the school will not accept appropriate conference call charges, then the individual(s) requesting the conference call(s) must make a \$500.00 deposit by money order or cashier's check to the Association prior to the call.

Section (31) RADIO BROADCASTING POLICY

The Montana High School Association and the Montana Broadcaster's Association agree to the following joint policies on the radio broadcasting of MHSAA Athletic Activities (revised policy effective July 1, 1994):

- A. The host member school shall be responsible for the local policies concerning radio broadcasting of all MHSAA athletic events other than district, divisional, and state tournaments and playoffs and exhibitions. Member schools and local stations shall work cooperatively to promote the broadcasting of both male and female activities.

1. Any radio stations that declare their broadcasting interests to the tournament/playoff manager no less than three days in advance of the scheduled event shall, without charge, be granted permission to broadcast such contests.
2. Radio stations with permission to broadcast any contests have an obligation to provide a reasonable amount of free air-time prior to the event to promote attendance and ticket availability of the tournament/playoff game.
3. The local radio station serving the market that normally has carried and promoted tournament/playoff representatives' contests throughout the season shall be given first right of broadcasting facilities in the site location. This local station will broadcast the contests of any local teams participation, as well as, the consolation and championship contests.
4. The tournament/playoff manager shall determine and assign broadcasting space to all other stations requesting permission. Assigned location shall be desirable for broadcasting and limited to no more than three (3) people. The tournament manager will provide a limit of three media passes if they are needed. These passes must be used by the broadcast team members only and are not transferable.
5. Radio stations may request feeds from any radio station broadcasting the tournament/playoff contests. All stations are responsible for making their own broadcast arrangements. If feeds are not available, the stations may request permission to broadcast those contests of interest.

C. The privilege to broadcast is granted on the following conditions:

1. There shall be no announcements or advertisements contrary to the principles of high school athletics.
2. Stations shall be responsible for any and all expenses incidental to setting up and broadcasting the activity.
3. Reports of accidents, injuries, or other incidents should be minimized and factual to prevent or minimize undue anxiety on the part of the listener.
4. Radio stations providing "feeds" will adhere to the format approved by the Montana Broadcaster's Association.
5. No commercials or advertisements on behalf of or at the request of the MHSAA will be broadcast without a signed Timed Brokerage Agreement between the Montana Broadcasters Association and the Montana High School Association.
6. At all times, the sportscasters should be unbiased and shall use good judgment in providing an objective, fair and professional presentation of the contests. The sportscasters should "report" the contests rather than judge or criticize the performance of the officials, coaches or players. Broadcasts should reflect sensitivity and a caring attitude towards the contests' participants.
7. Stations have demonstrated efforts to broadcast post season events for both genders when applicable.

D. Stations that are not in compliance with MHSAA policies on broadcasting will be notified in writing by the MHSAA of details of their non-compliance and be allowed to respond and remedy the problem before their requests to broadcast are declined.

Section (32) POLICIES FOR VIDEO, CYBERCASTING, TELECASTING AND PHOTOGRAPHY OF MHSAA EVENTS

The MHSAA reserves the exclusive authority to regulate photographic and video recordings and their distribution, including but not limited to photos,

tapes, CD's, DVD's, broadcasts, telecasts, cybercasts, video-streaming, audio-streaming and other mediums. The Montana High School Association is the owner of the rights to and the copyright holder of all audiovisual recording, filming, videotaping, telecasting, webcasting and photography of MHS events involving MHS member schools.

The MHS and its member schools will consider equitable coverage of both male and female activities when granting permission for any photography, filming, audio and/or video recording, and the subsequent use of those mediums.

All regular season and post season audiovisual rights may be granted to other parties as stipulated below:

A. Videotaping/Filming:

1. All videotaping shall be conducted from an area designated by the event manager or tournament manager.
2. No videotaping shall be conducted for commercial purposes unless previously approved by the MHS Executive Director.
3. Videotaping by spectators is allowed only from designated areas and only for private home use (not for distribution, broadcast or cybercast).
4. Videotaping by school/team representatives is allowed only from designated areas and only for use by the individual school program (not for distribution, broadcast or cybercast). Schools or their representatives may videotape only those specific competitions in which their students participate.
5. Videotaping by media and commercial outlets is allowed only from designated areas and is regulated as outlined below.

B. News Media Broadcast, Telecast, Cybercast and Video Display:

1. News media may air, broadcast, telecast, cybercast, audio-stream, video-stream or display highlights only in a bona fide newscast or through an approved MHS media outlet or website. "Bona fide newscast" is defined as a half hour or one hour program that is regularly scheduled and includes news, weather and sports, e.g., the 6:00 p.m. and 10:00 p.m. newscasts on broadcast television stations. Entertainment and commercial uses of highlights are not considered "bona fide newscasts" and shall not be permitted without the written consent of MHS.
2. News media may display highlights of an event in progress as part of a bona fide newscast so long as such highlights are not live excerpts.
3. News media highlights may not exceed five (5) minutes per event (or per day of multiple day events such as post season tournaments) of running time total in any one newscast or via an approved MHS media outlet website.
4. News media highlights may not be sold or transferred in any way except for transfers from newspaper to newspaper within the same publishing corporation or from a newspaper to a bona fide news agency. Media highlights may not be used commercially or in any other manner not specifically set forth above without the written consent of MHS, except for provisions granted in Section E, #3 of this policy.
5. At all times, the sportscasters should be unbiased and shall use good judgment in providing an objective, fair and professional presentation of the contests. The sportscasters should "report" the contests rather than judge or criticize the performance of the officials, coaches or players. Broadcasts should reflect sensitivity and a caring attitude towards the contests' participants.
6. The MHS may revoke or refuse to issue credentials to any person or entity failing to comply with these guidelines.

C. Commercial Broadcast, Telecast, Cybercast and Video Display:

1. All commercial broadcast, telecast, cybercast or video display of any regular or post-season event must be approved by the MHS Executive Director. Rights and conditions (including fees) of live commercial broadcasts, telecasts, and/or cybercasts of regular and post season events will be specified through written consent of the MHS.
2. When granted authority for commercial broadcast, telecast, cybercast or video display of MHS events, the commercial entity must comply with the conditions set forth by MHS, including any safety, contractual, fiscal, or other concerns that apply. The MHS will consider the promotion of both male and female activities when granting authority.

D. Non-Media/Non-Commercial Tape Delay Policy:

Any filming by private or non-media outlets that is intended for tape-delayed broadcast, telecast, or cybercast must meet the following criteria:

1. All non-media, non-profit filming for any post-season event must be approved by the MHS Executive Director. Rights and conditions (including fees) of tape-delayed broadcasts, telecasts, and/or cybercasts of post season events will be specified through written consent of the MHS. The MHS will consider the promotion of both male and female activities when granting authority. Schools may request permission to live-stream their post season events from the Executive Director only if they are a member of the NFHS Network's School Broadcast Program (SBP).
2. All non-media, non-profit filming for regular season events must be approved by the local school districts involved in the event. Member schools are granted the authority to regulate tape-delayed telecasts and/or cybercasts of regular season events, provided that member schools and local entities work cooperatively to promote both male and female activities. (If it's a commercial broadcast, telecast, cybercast or video display, it must be approved by the Executive Director, also.)
3. All entities and outlets must comply with the conditions set forth by MHS, including any safety, contractual, fiscal, or other concerns that apply.

E. Still Photography:

1. Personal photography by individuals (including students, coaches, parents, and/or fans) is permissible provided that the resulting images are for private home use only and not for any manner of distribution. The act of photographing any part of an MHS event must not interfere in any way with the conduct of the event or with the view of other patrons. Personal photography is allowed only from designated spectator areas.
2. Photography by school/team representatives is allowed only for use by the individual school program (specifically yearbooks, school newspapers, other school-produced publications and/or school websites). Resale of images is prohibited, unless authority is granted under item 4 (below). Press credentials will not be issued to school/team photographers, and these individuals are allowed to photograph only from designated spectator areas. School/team representatives are not allowed in areas designated for members of the media.
3. Bona fide members of the news media may photograph and print photo images as part of their established print media or websites. Newspapers will have unrestricted use and sale of photo images that appear in print or on newspaper websites as part of news articles or in photo galleries. News media photography must not interfere in any way with the conduct of the event and is allowed only from designated news media areas.
4. Rights and conditions (including fees) of commercial photography and subsequent distribution will be specified through written consent. When granted authority for

commercial photography, the commercial entity must comply with the conditions set forth, including any safety, contractual, fiscal, or other concerns that apply. The promotion of both male and female activities will be considered when granting authority. Commercial photography rights are authorized as follows:

- a. For regular season events, the event manager has the authority to grant photography rights with the permission of participating schools.
 - b. For district/divisional tournaments and playoffs (excluding post season football and Class A soccer), the tournament/event manager has the authority to grant photography rights with the permission of conference schools.
 - c. For all state level competition, all post season football and all Class A post season soccer, the MHSAA Executive Director has the authority to grant rights.
5. The MHSAA may revoke or refuse to issue credentials to any person or entity failing to comply with these guidelines.
- F. Media Passes
1. Print news media - one pass for Associated Press and passes for working staff of local newspapers of teams in the tournament or newspapers in the marketing area of those teams. Members of the print media are required to show their Montana Newspaper Association press credentials when picking up their passes.
 2. Television news media - passes for working staff of local stations of teams in the tournament or stations in the marketing area of those teams.
 3. Commercial photography or broadcast - passes for working staff as contracted by the event manager or MHSAA.
 4. Passes will not be issued for spouses or children who attend the event with working members of the media.
- G. Policy on Venue Video Boards/Replay Boards

It is recognized that as technology advances, more facilities are adding video capability to the assets utilized at contests. To ensure the proper conduct of contests, and to ensure that such video is not used to the detriment of any school, coach, participant or contest official, the following specific restrictions shall be in place:

1. Any live action being shown during the contest may only be the simulcasting of the event, and no audio from the simulcast can be projected via the venue sound system;
2. In the event of officials holding any type of conference to properly interpret or apply a game situation, video replays may NOT be shown during that conference and may not be shown later. There cannot be any replay of any controversial call or controversial play;
3. Any replay of game action that is shown on the video board, shall be shown only once immediately following the play, only at full game speed, and without announcing commentary from any source;
4. Replays of specific scoring plays and contest highlights may be shown during time-outs or during breaks between periods, but must reflect a balance between participating teams and may not include announcer commentary;
5. Game administration is continually expected to exercise prudent judgment and ensure that nothing shown on the video boards can serve to incite the crowd against either team or the contest officials. Failure to perform this expected discretion may result in penalties against the school for a violation of MHSAA Rules and Regulations.

Section (33) SPORTSMANSHIP GUIDELINES

- A. Statement of philosophy: The Montana High School Association has established policies, expectations and responsibilities which will cultivate the ideals of good sportsmanship. It shall be the responsibility of each member school to ensure that all individuals employed or directly associated with the inter-scholastic program conduct themselves in a sportsmanlike manner.
- The coach represents the school at interscholastic athletic activities. It is the responsibility of the head and assistant coaches to serve as role models for students and the public.
- B. Code of Conduct: A coach will be in violation of the standards for good sportsmanship established by the Montana High School Association by:
1. Making degrading/critical remarks about officials during or after a contest either at the competition site, from the bench, in the locker area or through any public news media;
 2. Arguing with officials or going through motions indicating dislike/disdain for a decision;
 3. Detaining the officials following a contest to request or argue a ruling or explanation of actions by the official;
 4. Being ejected from a contest;
 5. Physically assaulting an official.

Section (34) CROWD CONTROL AT MHSAA CONTESTS

Because of incidents during past seasons, the MHSAA member schools have been made aware of the need for crowd control measures at interscholastic contests. Believing that working toward prevention is better than seeking a cure, the MHSAA offers the following guidelines to aid in planning crowd control strategy which will help insure the safety of contestants and fans. Good sportsmanship must become a common goal.

- A. Schools should understand the true purposes of athletic contests and educate their patrons to that purpose. Athletic contests are not to become rivalries to the point of losing the primary objectives of the game.
1. Provide worthwhile educational experiences for all students, players and spectators.
 2. Provide enjoyable recreation regardless of whether the game is won or lost.
- B. A full knowledge of each game's rules applying to sportsmanship which have their purpose to enhance the educational values of interscholastic athletics should be taught. How these are taught will depend upon the innovation of the school personnel. Schools might be wise to insert in their eligibility rules some concern over the misconduct of players.
- C. Copies of game rules pertaining to sportsmanship should be made available to fans. These rules could be printed in the game programs, along with the sport's recent rule changes. In the buildings where contests are being held, bulletin boards and other means of conveying the information can be used to inform the public.
- D. Leadership must be provided by the school faculty with the superintendent, principal, and athletic director leading the way and delegating authority. The superintendent, principal and athletic director are completely responsible for the entire program, including all levels of competition.
1. This includes providing an event supervisor who will be responsible for duties including but not limited to game preparation, greeting of officials, and supervision of the game/event area for the duration of the event. Special attention must be given to the supervision of student cheering sections, including having an administrator present near the vicinity of the student cheering section for all home and post-season contests to assist with crowd control.

- E. Ample help, even involving law enforcement officers, stationed at strategic points and alerted to potential problems will help prevent the initial onset of any conflict.
- F. All schools should inform their people involved in any contest that there is a specific role for the visiting participants to play as well as the host school. Amenities and courtesies should be displayed and extended to the visiting organizations without flaunting of rivalries.
- G. Spectators should not be allowed to enter an area where a contest is being held if they are observed in the possession of alcohol or other mood altering substances or are believed to be under the influence of these substances.
- H. Schools should eliminate possible confrontations by close observations of people who might contribute to any confrontation such as people under the influence of these mood altering substances or persons with a past history of unsporting behavior. If your team is traveling and you are aware of a likelihood of fan misbehavior, it is your responsibility to communicate those concerns with the game management of the host school.
- I. In the event a spectator assaults a referee or other official in connection with an Association Contest, he/she should be prosecuted to the full extent of the law. To save the status of interscholastic competition, schools will have to work together and be alert of potential dangers in their own communities and when they are visiting other communities.
- J. The use of bells, air horns, whistles, wooden blocks and other noise makers during indoor Association contests is prohibited. At indoor contests bands may only play before the start of a contest, during intermissions between periods (quarters) and during a time out. They may not play during "live ball." At outdoor contests the use of electronic and air-amplified devices, including vuvuzelas, by spectators is prohibited. At all outdoor contests bands will not be allowed to play during "live ball."
- K. The formation of "rally lines" or "player run-throughs" by spectators, fans and/or students on or near the playing field/floor during the introduction of players or at any other time before, during or after a game is prohibited. Exceptions may be cheerleaders, introduction of parents as part of a "Parents' Night" ceremony, homecoming participants or special guests who have been approved by the home school administration.
- L. Schools are required to erect sideline barriers for all football, soccer and softball fields during all contests.
- M. Allowable procedures for varied and/or dimmed lighting during contest introductions are defined as follows:
 1. Regular Season - for any indoor MHSAA athletic contest, facility lights may be dimmed or partially extinguished only during introductions and only within the following guidelines:
 - a. If lights are dimmed or modified during introductions, enough light must remain to ensure the safety of all occupants in the facility, specifically for the purposes of maintaining crowd control and guaranteeing that aisles, stairways and exits are visible.
 - b. If partial lighting sections above the area of competition are fully extinguished, the lighting sections above the fan areas must remain on, and aisles, stairways and exits must remain visible.
 - c. The use of spotlights is allowed provided they are used appropriately and do not delay the start of the game.
 - d. Home and visiting teams must be introduced in the same manner, and gender equity standards must be met in showcasing introductions in this manner.
 - e. All local fire and public safety codes must be followed.

2. Post Season - for all indoor post season events (playoffs and tournaments), full facility lighting will remain on throughout introductions, during competition, and between contests (if applicable).

- N. During player introductions, players may not leave the playing floor or enter the spectator section; players may not throw objects into the spectator section.
- O. Anyone associated with an Association contest (regular season or post season) is prohibited from throwing any type of object into or from any spectator section.

Coaching Staff

The coach bears the greatest burden of responsibility for sportsmanship. His/her influence upon the attitudes and behavior of the players, the student body and the community is unequalled. In order for good sportsmanship to become a reality, it is essential that the coach subscribe to the values of sportsmanship and teach its principles through word and deed. Specifically, it is recommended that the coach:

1. Always set a good example for others to follow.
2. Instruct the players about their sportsmanship responsibilities.
3. Discipline those players who display unsportsmanlike behavior. If necessary, forfeit their privileges of representing the school.
4. Be a good host to opponents; treat them as guests.
5. Provide opportunities for social interaction among coaches and players of both teams before and after the contest.
6. Select only officials who have demonstrated the highest ethical standards.
7. Respect the official's judgment and interpretation of the rules. Question them with respect and dignity only when the game rules permit. After a contest, questions concerning an official's call, mechanics or procedural duties should be addressed through the respective official's pool leader, the MOA Regional Director or the MOA office. A report form for unusual situations is located on the MHSAA website.
8. Publicly shake hands with the officials and opposing coach before and after the contest.

Players

The responsibility of the players for sportsmanship is second in importance only to the coach. Because players are admired and respected, they exert a great deal of influence over the actions and behavior of the spectators. Desirable behavior for players would be to:

1. Treat opponents with respect that is due them as guests and fellow human beings.
2. Shake hands with opponents and wish them good luck before the contest.
3. Exercise self-control at all times, accepting decisions and abiding by them.
4. Respect the official's judgment and interpretations of the rules. Never argue or make gestures indicating dislike for a decision.
5. Do not communicate with the officials regarding the clarification of a ruling. This is the captains' responsibility.
6. Do not engage in celebrations/chants that will antagonize or embarrass an opponent.

Cheerleaders

1. Stimulate and control crowd response.
2. Choose the right cheers at the right time.
3. Be certain that words used in a cheer do not inflame an audience.
4. Avoid using bells, horns and noisemakers.
5. Use gestures that are synchronized, pleasing to watch, and easy to follow.
6. Divert the crowd's attention by starting a positive yell if booing or improper cheers develop.
7. School flags cannot be paraded in front of the opposing fans' sections.
8. School mascots cannot engage in antagonistic behavior and must remain in their own cheering section.
9. Do not lead fans in any cheer that poses a safety risk, including fans jumping or bouncing on the bleachers at any time.

Students

Students' habits and reaction as spectators determine the quality of sportsmanship which reflects upon the reputation of the school. Profane and abusive language and obnoxious behavior have no place at an athletic contest.

1. Know and demonstrate good sportsmanship. Good sportsmanship means always being positive with your response to the contest.
2. Respect and cooperate with the cheerleaders.
3. Respect the property of the school and the authority of the school officials.
4. Show respect for an injured player and do not heckle or jeer the opposing team.
5. Remember athletic contests and mood altering substances do not mix.
6. Do not use profanity in cheers or direct profane statements at officials, players, coaches or opposing cheering sections.
7. Do not single out opposing players personally and heckle them by directing derogatory or profane statements/chants at them. This includes signs, posters, and clothing that would be deemed inappropriate. Racist remarks are never acceptable.
8. Do not advance on the court or field to protest or communicate with officials, coaches or players.
9. Do not direct offensive cheers/chants at opposing cheering sections.
10. Shirts must be worn at all contests.
11. The student sections are prohibited from any activity that poses a safety risk or interferes with competition, including jumping or bouncing on the bleachers at any time.

Spectators

Fan behavior whether at home or away at athletic contests reflect on the entire community. Hometown fans should treat out-of-town guests with respect. Similarly, visiting fans should treat their hosts—both individuals and property — with proper appreciation.

1. Know and demonstrate good sportsmanship.
2. Be positive. Cheer for your team rather than against the opposition.
3. Refrain from booing and name calling.
4. Respect the officials' point of view. He/she is in charge and is doing his/her best.
5. Remember, athletic contests are, in one respect, just like driving, they do not mix with mood altering substances.
6. Do not use profanity in cheers or direct profane statements at officials, players, coaches or opposing cheering sections.
7. Do not single out opposing players personally and heckle them by directing derogatory or profane statements/chants at them. This includes signs, posters, and clothing that would be deemed inappropriate. Racist remarks are never acceptable.
8. Do not advance on the court or field to protest or communicate with officials, coaches or players.
9. The student sections are prohibited from any activity that poses a safety risk or interferes with competition, including jumping or bouncing on the bleachers at any time.

Officials

1. Know the rules and accepted officiating procedures.
2. Make decisions promptly and fairly.
3. Be consistent.
4. Be neat and friendly, but businesslike.
5. Be on time and start the game on time.
6. Refrain from placing hands on players during an athletic contest.
7. During the pre-game conference make reference to the fact that you expect captains to exhibit sportsmanlike behavior and demand it from all team members.
8. Keep emotions in check. Being emotional can affect your judgment.

Public Address Announcers

1. Announcers shall not attempt to be bigger than the game or event by doing play-by-play or by providing commentary in an effort to draw attention to themselves.

2. Announcers shall understand that because they have a tremendous influence on the crowd and that cheerleading or antics designed to incite the crowd for the purpose of gaining an advantage for their team is inappropriate.
3. Announcers shall promote good sportsmanship by what they say and how they say it.
4. Announcers shall treat the opponents and their fans as guests, not the enemy.
5. Announcers shall respect the individuals who are responsible for the conduct and administration of athletic games and events, such as coaches, officials and administrators, and avoid making any comments that reflect positively or negatively on them.
6. Announcers shall respect the participants of all teams and remain neutral in regard to the outcome of plays or performances of the participants.
7. Announcers shall be competent. This means following approved announcing guidelines, expectations and policies, such as emergency procedures, provided by the administration or the host facility.
8. Announcers shall be prepared, such as being familiar with the correct pronunciations of the participants' names, knowing the rules of the sport, the officials' signals and how the game is played.
9. Announcers shall exhibit professional behavior and represent their school, organization or association with respect and dignity at all times by what they say, how they act and how they appear.
10. Announcers shall not use alcohol and tobacco products at the venue.

Police and Staff Supervisors

1. Check with the athletic director prior to the contest time for assignments.
2. Arrive on time.
3. Discourage small groups from gathering near entrances and exits.
4. Keep playing area clear of spectators before, during, and after the contest.
5. Move with the crowd.
6. Have adult violators escorted to the police station. Call parents of youth offenders to escort them home.
7. Survey the area after the contest.

Administrative Staff

1. Arrange for a supervision and crowd control committee meeting before the fall season. The committee should be comprised of:
 - a. Superintendent of Schools
 - b. High School and/or Junior High School Principal
 - c. Athletic Director
 - d. Cheerleader Coach
 - e. Student Council Representative
 - f. Community Civic Club Representative or Booster Club Representative
 - g. Police Representative
 - h. Regular staff supervisors.
2. Publicize the recommendation of the supervision and crowd control committee.
 - a. Meet with the Chief of Police and Highway Patrol prior to the opening of school.
 - b. Hire off-duty police as game and conditions warrants. Assign duties, times etc.
 - c. Establish traffic patterns in and around the contest site. Use community volunteers or student groups.
 - d. Erect restraining fences and/or rope off areas appropriately.
 - e. Supervise gates at all times and prohibit free entry to anyone during the entire contest.
 - f. Check the physical facility to see that it is in the best possible condition to accommodate crowds.
 - g. Provide first aid capability and/or medical doctor availability.

Athletic Director

1. Review game management responsibilities.
2. Explore crowd control ideas with other schools in your conference.
3. Discuss crowd control with civic and/or booster organizations.
4. Schedule pre-season school assemblies to review contest rules, good sportsmanship and spectator behavior.
5. Review with security personnel their assignments prior to each contest.
6. Review assignments with staff prior to each contest.
7. Make sure that officials and their dressing area are taken care of in the proper manner. Questions concerning an official's call, mechanics or procedural duties should be addressed through the respective official's pool leader, the MOA Regional Director or the MOA office. A report form for unusual situations is located on the MHSA website.
8. Announce that no spectator is allowed on the field or court prior to, during, or after a contest.
9. Check with police and staff at half-time.
10. Provide a check of the facilities after the contest.

Section (35) COOPERATIVE SPONSORSHIP OF ACTIVITIES

- A. Sanctioning of cooperative contracts for Classes AA, A, B, and C. Member schools wishing to establish or maintain a cooperative contract for sanctioned activities may apply by submitting the required paper work to the MHSA Executive Board in a timely manner, for the following school year. All contracts are for a three year period. The effective date is the date on which application was approved. Contract renewals will follow the same process. Contracts do not need to be renewed until the end of the three years. However, a verification form will be sent to each school each spring to assure the MHSA that the co-op is continuing under the contract.
- B. Cooperative contract applications will be initiated by a host district, confirmed by all districts that are parties to the contract, and approved by the MHSA Executive Director prior to the implementation of any cooperative activity. The school districts named on the cooperative contract application will be responsible for the implementation and supervision of the contract.
- C. If the schools that cooperatively sponsor a program are in different classifications, participation in that activity shall be in the highest classification of the schools involved.
- D. To be eligible to participate in MHSA sanctioned activities schools must have an enrollment at or below the maximum classification enrollment. New applications must be filed with MHSA by February 1st of each year. The enrollment count will meet or exceed this number for two consecutive years in order to be mandated that the cooperative contract will no longer be allowed.
- E. To be eligible to participate in six-player football, schools must be Class C and have a high school enrollment at or below 65 students. No football cooperative contracts may exceed an enrollment of 65 students when two or more participating member

schools are combined (**Exception – See Article X Section (2) 2.2**). New applications must be filed with MHSA by November 15th of each year. The enrollment count will meet or exceed this number for two consecutive years in order to be mandated to switch to eight-player football.

- F. Application forms and a list of details that describe district to district issues affecting cooperative sponsorship will be made available by the MHSA to school districts upon request. The activity fees payment as outlined in Article I Section (2) 2.1 must accompany the application form.
- G. Refunds will be made, upon request, up to the date of the first allowable contest of the activity.
- H. Cooperative implementation of an activity by two or more member schools will be considered under the following conditions:
 1. Schools are to be located in the same geographic area and combined enrollments will be used as a guideline.
 2. Making activities available for students that would not be available in their home school if cooperative contracting did not occur.
 3. The school board of the participating member schools must jointly make the application to the MHSA Executive Board.
 4. A resolution from each school board stating the purpose for sponsoring a joint activity must be submitted to the MHSA office in a timely manner.
 5. Decisions on all applications will be determined by the Executive Director subject to appeal to the MHSA Executive Board.
 6. A school may not enter into any cooperative sponsorship whereby students are sent to two or more schools in the same activity.
 7. When schools from two different classifications co-op, they will compete in the higher classification of that activity.
 8. When the intent is not to improve a particular school's win-loss record.
 9. All other related procedures not specifically controlled or directed by the MHSA will be the responsibility of the schools named on the cooperative contract.
 10. Both schools must be in compliance with the Ridgeway Settlement Agreement, specifically in terms of the number of sports offerings for each gender.
 11. The co-op may be terminated by the MHSA Executive Board.

INTERPRETATION

Students transferring from one school to another in a cooperative agreement are not eligible unless all transfer obligations in Article II, Section (10) are met.