



COMMISSIONER'S NOTES

SEPTEMBER 26, 2002

• PLEASE COPY AND DISTRIBUTE TO ALL ATHLETIC DEPARTMENT PERSONNEL •

FROM THE COMMISSIONER'S DESK



Fall is one of the best times of the year. It marks the beginning of a new school year, and is a time filled with much activity. The KHSAA staff has completed the fall sports rules interpretations clinics for coaches and officials, and we are busy preparing for the fall postseason and state championships. It is hard to believe that the State Golf Tournament is less than two weeks away.

School personnel are reminded to visit the KHSAA web site (www.khsaa.org) regularly for individual sports updates, results and other KHSAA information. Staff will continue to be accessible to help clarify KHSAA rules and regulations online, via email, by written request and via telephone.

Enjoy the fall, and I look forward to seeing you at upcoming fall events.

USE OF UNLICENSED OFFICIALS

The assignment or employment of unlicensed or improperly licensed individuals to officiate Kentucky high school athletic contests or intersquad scrimmages at the Varsity, Junior Varsity or Freshman level continues to be a problem.

Officiating grade 9 through 12 athletic contests and/or intersquad scrimmages by such individuals places the assigning secretary, the school, the athletes, the officiating individual and the KHSAA at great risk.

In the future, individuals officiating a high school contest, while not properly registered with the KHSAA, may be fined \$100, plus the applicable registration fees, should they wish to continue to officiate. Granted, we may lose some individuals in the officiating ranks as a result of this action, but we INTEND to eliminate this unnecessary legal exposure for all of us.

Procedures are in place at the KHSAA to make the identity of properly licensed officials readily known to you with the push of a button (via the KHSAA Website). You have also been encouraged to double check by referring to the licensing reports periodically sent to you as well as checking each individual official's registration card. Also, feel free to call our office if you should have questions.

First time applicants may have filled out the paperwork to become an official, but he/she is not eligible to officiate until after they have passed the officiating examination with a score of 70%. Re-licensing officials are not eligible to officiate until they have completed the annual re-licensing process. Officials who have completed their 25th year of officiating in Kentucky and may therefore license free of charge must still complete the licensing process.

In order to ensure greater compliance with Bylaw 31, the KHSAA will reserve the right to impose a fine on any assigning secretary who, by assigning unlicensed personnel to officiate high school freshman, jv or varsity contests, places a student, a member school, an assigning secretary or the Association in this vulnerable position.

FOREIGN EXCHANGE TRANSFERS

Transfer forms for foreign exchange students must include a copy of the J-1 Visitor Status form (or other appropriate student visa) along with the student's visa with their photograph. If you do not include this paperwork, processing of the transfer will be delayed until we receive the proper credentials. If you have any questions please contact Darlene Koszenski at the Association.

IMPORTANT CLARIFICATION REGARDING FOREIGN EXCHANGE TRANSFER FORM GE07

School personnel are reminded that foreign exchange students are not eligible for athletic participation if they have completed the 12th or terminating grade or its equivalent in either the United States or their home country, regardless of the length of the high school term (2, 3 or 4 years). School personnel are reminded not to answer "YES" to question 7 unless the student has graduated (already finished) high school in his/her county. If they are completing their last year of high school in the United States, please answer "NO" to question 7.

COACHES CARDS

Athletic Directors please take note that the deadline for obtaining coaches cards from the KHSCA is December 15. For further information contact Jimmie Reed (502)349-3050.

BK ALIGNMENT UPDATE

The KHSAA Board of Control, at its January 2002 meeting, approved the following basketball alignment for the 7th Region. The alignment printed in your 2002-03 Handbook does not reflect all of the changes made to the 7th Region alignment. Please make a note of it in your copy for future reference. The complete alignment is posted on the Association website.

REGION 7

District 25 - Brown (Boys), DuPont Manual, Louisville Collegiate, Male, Mercy (Girls), St. Francis, St. Xavier (Boys)

District 26 - Assumption, Atherton, Sacred Heart (Girls), Seneca, Trinity (Louisville) (Boys), Walden

District 27 - Fern Creek, Highview Baptist, Jeffersontown, Moore

District 28 - Ballard, Christian Academy-Louisville, Eastern, Kentucky Country Day, Waggener

NCAA ELIGIBILITY INFORMATION

The NCAA is considering significant changes in the academic-eligibility standards for practice, competition and the receipt of athletic scholarships during a student-athlete's first year of college.

One change is an increase in the core-course requirement from 13 to 14. The additional core course may be completed in any of the current academic areas. Additionally, changes to the test score/grade-point average index have been proposed and are available for your review.

You may access the proposed changes through the NCAA website www.ncaa.org. Select the "Prospect/Parent" link from the pull down menu of the Custom Home Pages. The NCAA invites you to comment on the proposed changes to the Division I initial eligibility standards by contacting academics@ncaa.org.

In an effort to simplify and streamline the initial-eligibility certification process for prospective student-athletes, the NCAA has introduced on-line registration available August 1, 2002.

The NCAA ask that all prospective student-athletes who wish to register with the clearinghouse do so on-line. Prospective student-athletes will complete the clearinghouse application on-line, access their information using a PIN-protected system and have email access to the clearinghouse.

School personnel also will have access to the clearinghouse via email. The clearinghouse website may be accessed thruogh the Prospect/Parent custom home page at www.ncaa.org or go directly to:

www.ncaaclearinghouse.net

STEWART ELECTED TO BOARD

Male Athletic Director Bob Stewart has been elected to a four-year term on the KHSAA Board of Control as the African-American representative for Regions 1-8. Mr. Stewart fills the vacancy created with Roland Williams' resignation. Mr. Williams was beginning the first year of a four year term.

Following are the voting results from valid ballots.

Bob Stewart, Athletic Director, Male High School - 44
Art Davis, Athletic Director, Paducah Tilghman High School - 39.

Commissioner Brigid DeVries would like to recognize and thank the following schools who participated in the recent special Board of Control election.

The following schools in Regions 1-8 submitted a valid ballot by the Sept. 6, 2002 deadline.

Allen Co.-Scottsville, Anderson County, Apollo, Assumption, Atherton, Ballard, Bardstown, Bethlehem, Bowling Green, Brown, Bullitt East, Butler, Butler County, Caldwell County, Caverna, Central, Beth Haven, Central Hardin, Christian Academy-Louisville, Christian County, Christian Fellowship, Dawson Springs, DeSales, Doss, DuPont Manual, Eastern, Edmonson County, Eminence, Fairdale, Fern Creek, Fort Knox, Franklin-Simpson, Frederick Fraize, Fulton County, Gallatin County, Grant County, Graves County, Green County, Hancock County, Hart County, Heath, Henderson County, Henry County, Hopkins Co. Central, Iroquois, LaRue County, Livingston Central, Logan County, Lyon County, Madisonville-North Hopkins, Male, Marion County, Mayfield, Meade County, Mercy, Moore, Muhlenberg South, Nelson County, North Hardin, Ohio County, Oldham County, Owensboro, Owen County, Paducah Tilghman, Pleasure Ridge Park, Portland Christian, Presentation, Reidland, Scott County, Seneca, Southern, Spencer County, St. Francis, St. Xavier, Trinity (Whitesville), Union County, University Heights, Waggener, Walton-Verona, Warren Central, Warren East, Western and Valley.

SCHOOL MEDIA CREDENTIALS

This reminder that schools advancing to state tournament play are asked to request school media credentials PRIOR to the event. A letter from the school principal (on school letterhead) is required including the name(s) of the individual(s). Each school is limited to three (3) credentials. This includes yearbook, newspaper, journalism class personnel or video yearbook personnel. Students or other representatives simply showing up at the gate will not be issued media credentials.

CLARIFICATIONS MADE TO BYLAW 25 RELATED OPEN GYM / OPEN FIELD RESTRICTIONS AND COUNTING OF CONTESTS

On July 15, Delegate Assembly amendments passed by the KHSAA member schools to Bylaw 25 took effect regarding the presence of coaches in non-school activity. In the past few weeks, as this amendment has been implemented, scores of inquiries have been directed to the Association regarding Case Situation (C/S) 25-4 and C/S 25-5 as they appear in the 2002-2003 KHSAA Handbook (page 76 and 77). After much consultation and discussion, the following revised interpretations are effective immediately as related to this rule. While C/S 25-4 remains unchanged, the implementation of the revisions to Bylaw 25 necessitate a revision in C/S 25-5.

In addition, a new interpretation has been issued regarding the procedure for counting contests against the KHSAA Limitation of Seasons.

C/S 25-5

Are there KHSAA restrictions related to play by student-athletes during the non-practice period (i.e. basketball prior to October 15 and after the conclusion of the season), or restrictions on coaching involvement during that period?

Yes, there are restrictions that must be fully adhered to by the member school coaches (paid and unpaid), and other members of the team coaching staff, and restrictions on the players during specific times of the year.

Except during the particular sports defined season as stipulated in KHSAA Bylaw 25, no coach in a sport may "coach" a student-athlete in any setting within the high school (grades 9-12), or outside the school, if that student-athlete has previously represented the high school (varsity, jv, or freshman) and if sports specific skills are being taught, refined, developed or evaluated.

This restriction includes all members of the athletic staff, paid or unpaid, but does not restrict supervisory duties assigned by the building Principal during activities governed by the local school. This restriction also prohibits the delegation or assignment of activities by any member of the coaching staff to other individuals, including student-athletes who may or may not be participating.

Supervisory activities outside the local school are not the jurisdiction of the Association, however all coaching restrictions are in place whether the activity is conducted within, or outside of, the school.

From the day following the elimination of a team from KHSAA sanctioned postseason play, no coach in a sport may "coach" a student-athlete in any setting within the high school (grades 9-12), or outside the school, if that student-athlete has previously represented the high

school at any level in that sport and if sports specific skills are being taught, refined, developed or evaluated.

This restriction includes all members of the athletic staff, paid or unpaid, but does not restrict supervisory duties as may be assigned by the building Principal during activities governed by the local school. This restriction also prohibits the delegation or assignment of activities by any member of the coaching staff to other individuals, including student-athletes who may or may not be participating. Supervisory activities outside the local school are not the jurisdiction of the Association however all coaching restrictions are in place whether the activity is conducted within, or outside of, the school.

In compliance with Bylaw 8, student-athletes in basketball may not participate in outside competition in any organized setting including camps, clinics, scrimmages or games, from the first day of school to after the last game of post season.

Member schools are reminded that there is no insurance coverage (medical or other) expressed or implied by the KHSAA for any athletic session in any sport outside of the practice periods as defined by Bylaw 25.

In compliance with Bylaw 25, no activity during the school year, outside of the defined sports season, may be required for the student-athlete in that particular sport. In addition, there may be no penalties assessed, expressed or implied for non-participation during that period by a student-athlete, and there may be no organized activity (where sports specific skills are being taught, refined, developed or evaluated) that is restricted solely to the members or prospective members of any sports team.

All other restrictions related to the scheduling, composition, pool of available personnel, and other logistical arrangements are the jurisdiction of the building Principal for any activity held within that local school facility, in compliance with Bylaw 1 of the Association.

C/S 25-29

How is the determination made as to how to count a game/meet/event against the Limitation of Seasons?

A contest counts against the Limitation of Seasons any time a student-athlete represents a member school competing against any representative(s) of another school after the start of practice and prior to the end of the season as defined within KHSAA Bylaw 25.

The following are examples of activities which would be subject to classifying the student-athlete as being a "representative" of the school – wearing of school uniform and school-issued playing equipment; transportation to or from the contest using school transportation; representing the school by entering an event under the name of the school; entering an event in which entries are allowed only by school representatives; attendance of,

transportation by, coaching or other assistance by, any member of the school coaching staff from that sport; any school vs. school competition in any KHSAA sport or sport activity as defined within Bylaw 25.

During the time after the start of practice and prior to the first legal playing date, such activity may be classified as a scrimmage as long as the activity is in compliance with C/S 25-6 and within the specific scrimmage limitations for that sport.

All play shall be classified as the same level by all participants. For example, one school cannot classify a contest as a junior varsity game, and the opponent classify the contest as a varsity game.

Member schools are cautioned to review all other existing interpretations within Bylaw 25 as they relate to specific exemptions, counting restrictions for tournaments, and counting restrictions and methods in specific sports.

SCHOOL INSURANCE REMINDER

Recently, the KHSAA asked several of its member schools to check into the provisions of the student-athlete insurance coverage for the amount of insurance required in compliance with Bylaw 2.

School personnel should be mindful that in accordance with that rule, all student-athletes shall have in place, medical insurance with a \$25,000 deductible (the current KHSAA deductible) prior to trying out for a squad (before the first day of practice), and such coverage shall remain in force.

This inquiry was prompted by reports that some districts may have been allowing student-athletes to compete without insurance. While many of these districts did in fact have a form of insurance, what has been discovered is that many do not have adequate insurance or policies governing this particular rule. The following are some considerations and should be a reminder to ALL member schools:

- 1) Never allow parents to simply state that they have insurance and don't desire the school to provide insurance. Any insurance forms signed by the parents should clearly state that this insurance (held by the parents) has a maximum medical benefit equal to the KHSAA catastrophic insurance deductible (currently, \$25,000).
- 2) All school forms which allow for parent information about carrying insurance should be clear in requiring the submission of the company name and policy number.
- 3) Simple acceptance of Medicaid (by verification of a Medicaid card) does NOT imply coverage up to the minimum limit, as various policies have differing limits.

- 4) Any school purchased policy (even if reparation is required by the parents), should clearly state in its coverage, the maximum medical benefit of \$25,000. In addition, schools should carefully examine the policy chosen. Many of them represent insurance "for the sake of being able to say you have insurance", and are so fraught with inside limitations, they may not actually represent the proper level of coverage.

School officials are reminded that the presence of insurance coverage is a basic eligibility requirement for the student, and without such coverage, these students are ineligible to practice or play. Using such individuals without insurance places all other insurance for the coaches and for the student-athletes in jeopardy, and likely would result in the denial of ALL claims for accidents and injuries involving these uninsured student-athletes.

Lastly, schools are strongly encouraged to delay the purchase of policies for future years (2003-2004 and beyond), until after the Association receives proposals this coming year on its catastrophe policy. With the recent hardening of the insurance market, staff remains concerned about a significant change in the deductible and policy structure of the Association-provided catastrophic insurance.

While we are hopeful that there will not be significant change (in either rate or coverage), we cannot help but envision a significant change in cost and therefore, some careful consideration of the proposals by the Board of Control.

KHSAA HANDBOOKS

Those publication orders for the bound, printed 2002-2003 Handbooks were mailed Wednesday, Sept. 18. The complimentary issues to the superintendent, principal and athletic director were shipped bulk mail via mailing service on that same date. The three ring binder versions were mailed Tuesday, Sept. 24.

SCHOOL UPDATES

Please remember to make changes to your school directory via the KHSAA web site (www.khsaa.org). Using the "Member Schools Only" link and your passcode, you can update your school's information at any time. School information used in the 2002-2003 Handbook reflects updates received by the KHSAA by Aug. 7.

If you have any questions contact Marilyn Mitchell at the KHSAA office (859)299-5472.

SANCTIONS

This is a reminder regarding the policy of the National Federation for sanctioning out-of-state contests. KHSAA member schools hosting an event are to complete the sanction form and include a processing fee in the amount of \$75.00. The fee should be made payable to the National Federation and sent to the KHSAA. The KHSAA is responsible for forwarding the form and fee to the National Federation Office.

When Kentucky member schools are participating in out-of-state contests, the host school from out-of-state is responsible for completing the sanction form. A sanction form is not required if all participating schools are from bordering states of Kentucky. Please note, however, that Tennessee and West Virginia require a sanction form for every out-of-state event. If you have any questions, please contact Marilyn Mitchell at the KHSAA office (859)299-5472 or email mmitchell@khsaa.org.

FALL SPORTS PHOTOS DUE

This is a reminder that each school is responsible for submitting to the KHSAA office a team photograph and identification for requested sports.

The first deadline for team photos is Oct. 4. Pictures are due at that time only for the sports of VOLLEYBALL, BOYS' SOCCER, GIRLS' SOCCER and FOOTBALL. Failure to submit the photos WILL result in a fine assessed to the school.

Please remember that the photo MUST BE AN ORIGINAL – faxed copies, copies of photos, newspaper copies, or laser printer printouts ARE NOT acceptable. If you wish to e-mail a scanned photo, you may send it to bcope@khsaa.org. Please make sure the photo is scanned at 300 dpi and is not bitmapped. The file must be saved in a .TIF, .GIF, or .JPG format.

Also, please make sure you have additional copies for any potential use by district and regional tournament managers. Due to the timeliness of producing the various programs, the KHSAA cannot “wait” until a particular round or other vendor is finished with the photo prior to receiving its copy of the photograph.

Future deadlines for other sports will be published in issues of the Commissioner's Notes and the Athlete magazine.