

KENTUCKY HIGH SCHOOL ATHLETIC ASSOCIATION Commissioner's Notes

SEPT. 15, 2000

• COPY AND DISTRIBUTE TO ALL ATHLETIC DEPARTMENT PERSONNEL •

TRANSFER FORMS -- BY MAIL ONLY!!

This is an important reminder to schools that transfer forms are accepted by U.S. Mail -- ONLY!!

FAXED TRANSFER FORMS OR TRANSFER FORMS DROPPED OFF AT THE ASSOCIATION WILL NOT BE ACCEPTED.

Forms faxed or dropped off at the Association office WILL BE RETURNED, only causing a delay in obtaining a ruling.

SCHOOL DUES PAST DUE

A reminder has been sent out to delinquent schools that Association dues for the 2000-2001 school year were due Sept. 1.

NEXT BOARD OF CONTROL MEETING

The next regularly-scheduled meeting of the KHSAA Board of Control will be Sept. 27-28, at the KHSAA office in Lexington. For an agenda of the meeting, contact the Association office.

ACADEMIC ELIGIBILITY DURING SCHOOL BREAKS

This is a reminder regarding academic eligibility with regards to eligibility during school breaks as printed in the 2000-01 KHSAA Handbook.

Bylaw 5 - Sec. 2. Continual Progress During the School Year

On Friday of each grading period, a student shall also be passing (cumulatively for the credit period) in at least four hours of instruction as defined by Kentucky Board of Education regulations (of the six hours of instruction required) or the equivalent of four hours of instruction acceptable to graduation in order to be eligible to participate in athletics during the next seven day period (Saturday through Friday). No special tests or recitations are to be given for the purpose of making the student eligible.

Q/A 4 - How is weekly eligibility determined for students who were not passing at the last Friday grade check of the previous year if school has not started? Until school has begun and a school has checked grades on the first Friday opportunity or until the 20%, 45%, 70% rule can be addressed on the first day of school, any student who was not passing four hours of instruction as of the last valid Friday grade check of the previous school year could not be eligible.

Schools are cautioned to remember the recently revised provisions of KHSAA Bylaw 9 which state that any student not eligible to play in the team's next contest (Except for Bylaw 11, Sportsmanship) is not eligible to practice with the squad.

MEMBER SCHOOL BASKETBALL TICKET ORDER FORMS

Ticket order forms for member schools to purchase tickets to the 2001 KHSAA Girls' and Boys' Sweet 16® State Basketball Tournaments will be mailed to member school principals and superintendents by Sept. 28. The superintendent's signature is not necessary on the school order form. General public ticket renewal information will be sent out shortly thereafter. Ticket information for new orders will be mailed Nov. 1 as well as on-line ticket purchasing opportunities.

ATTORNEY GENERAL RULES IN FAVOR OF KHSAA IN OPEN RECORDS ACT COMPLAINT FILED BY BASKETBALL OFFICIAL

On November 30, 1999, Bill Straus, a basketball official and member of the Bluegrass Basketball Association ("BBA"), submitted a request to the KHSAA seeking copies of all "Top 25 Lists," all "Scratch Lists" and all evaluation records maintained by the BBA in which his name appeared. Through these lists, coaches voluntarily rank basketball officials in order of preference. Coaches may scratch up to seven officials from officiating their games.

The KHSAA disallowed this request, citing the need to maintain the confidentiality of this information. The KHSAA, however, did provide Straus with some of the information sought after removing the identity of the KHSAA member schools that had ranked him in their Top 25 Lists or placed him on their Scratch List. Unsatisfied with this response, Straus filed a complaint with the Kentucky Attorney General.

On February 3, 2000, the Attorney General upheld the KHSAA's argument that the information sought by Straus was exempt from the provision under the Kentucky Open Records Act ("Act"). In reaching this decision, the Attorney General recognized the presumption that "records of an evaluative nature contain personal information, and that disclosure of such records constitutes a clearly unwarranted invasion of personal privacy in the absence of a superior public interest in inspection of the records." After weighing the competing interests of the parties, the Attorney General concluded that, while there is a remote interest in disclosure of the information sought by Straus, "that interest is inferior to the privacy interests of the evaluators . . . and the individuals evaluated . . ." The Attorney General further concluded that the lists sought by Straus reflect the "subjective expression of the coaches' opinions" protected from disclosure and that such evaluations do not constitute final agency action subject to disclosure under the Act.

NATIONAL FEDERATION SANCTIONING

This is a reminder regarding the policy adopted by 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 \$50.00. 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. The KHSAA does not require a sanction form 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.

SCHOOL UPDATES

This is a reminder that school updates to information as printed in the Handbook may now be done around the clock throughout the year through the KHSAA internet site. Please keep your information current so mailing may be addressed to the correct individual and so that periodic updates can be made to the school information posted on the Internet. Please remember, you must respond to the confirmation e-mail request to enable any changes. Passwords were mailed to Athletic Directors over a year ago. If you do not remember or have lost your password, contact Butch Cope at the KHSAA.

PROPOSAL DEADLINE FOR ANNUAL DELEGATE ASSEMBLY

This is a reminder of the December 1 deadline for proposals to be submitted to the KHSAA for presentation at the Annual Delegate Assembly Meeting of member schools in January. Proposals should be addressed to the attention of Julian Tackett, Assistant Commissioner. Prior to the meeting, proposals submitted will be posted on the KHSAA internet site as well as mailed to the member school's delegate.

ASSOCIATION AUDIT AVAILABLE SOON

The 1999-2000 audit of the Association has been compiled by Miller, Mayer, Sullivan and Stevens of Lexington and is to be presented to the Board of Control at its September meeting. A copy of the audit will remain on file at the Association office following the Board meeting for your review.

FOOTBALL SCORES / STATS

This is a reminder that each school, home or away, win or lose, IS REQUIRED to call in the final score of each football game IMMEDIATELY following the contest to the KHSAA Scoreboard. The Scoreboard number is 1-888-366-8706. No matter the finish time, this task must be performed. The KHSAA has started its weekly ranking of statewide football stats leaders. Stats must be entered through the KHSAA internet site (www.khsaa.org) through the "Member Schools only" link.

UPCOMING CLINIC SCHEDULE (SEPT. 16-OCT. 16)

A complete listing of Rules Clinics for the entire 2000-2001 school year is posted on the KHSAA Internet site (www.khsaa.org).

- SW - Sept. 20 - Lexington, UK Lancaster Aquatic Center, 6:30 p.m.
- FB - Sept. 20 - Make-Up (\$50 Fine) Lexington, KHSAA Office, 1:30 p.m.
- BK - Oct. 5 - New Castle, Henry Co. HS, 7 p.m.
- BK - Oct. 9 - Owensboro, Apollo HS, 7 p.m.
- BK - Oct. 10 - Benton, Marshall Co. HS, 7 p.m.
- FB - Oct. 11 - Make-Up (\$50 Fine) Lexington, KHSAA Office, 1:30 p.m.
- BK - Oct. 11 - Hopkinsville, Christian Co. HS, 7 p.m.
- SW - Oct. 12 - Bowling Green HS, 6:30 p.m.
- BK - Oct. 12 - Bowling Green HS, 7 p.m.
- WR - Oct. 12 - Madisonville, Madisonville-North Hopkins HS, 7 p.m.
- BK - Oct. 16 - Newport HS, 7 p.m.

2000-2001 STATE CHAMPIONSHIP EVENT CALENDAR

- Oct. 2-4 - Girls' Golf - Glasgow Country Club, Glasgow
- Oct. 4-6 - Boys' Golf - Barren River State Park, Glasgow
- Oct. 27-28 - Volleyball - Ryle HS/Gray MS, Union
- Nov. 1-2, 4 - Boys' & Girls' Soccer, Rawlings Stadium, Georgetown
- Nov. 4 - Cross Country - Ky. Horse Park, Lexington
- Nov. 17 - Eight-Man Football Final - Ky. State University, Frankfort
- Dec. 1-2 - Football - Ky. Fair & Expo Cardinal Stadium, Louisville
- Feb. 16-17 - Wrestling - Farnham-Dudgeon Civic Center, Frankfort
- Feb. 23-24 - Swimming & Diving - UK Lancaster Aquatic Center, Lexington
- March 14-17 - Boys' Basketball - Rupp Arena, Lexington
- March 21-24 - Girls' Basketball - WKU Diddle Arena, Bowling Green
- May 11-12 - Slow Pitch Softball - TBA
- May 31-June 2 - Boys' & Girls' Tennis - UK Boone/Downing Complex, Lexington
- June 1-2 - Track & Field - UK Shively Track Complex, Lexington
- June 8-9 - Fast Pitch Softball - Skyview Park, Jeffersonton
- June 14-15 - Baseball - UK Cliff Hagan Stadium, Lexington

FOOTBALL HALF-TIME EXTENSION

At the concern of the NFHS and the KHSAA Board of Control, this is a reminder that protocol of half-time of football games should be strictly adhered to. Concern for the cool-down of the athletes and officials has been expressed. Following is the protocol for school to use.

HALF-TIME LENGTH

The normal half-time in high school football is 15 minutes. This half-time may be extended to a maximum of 20 minutes only once during the year for homecoming. If the half-time is to be extended, the assigning secretary and the opposing school must be notified prior to the contest. The contest officials must be notified prior to five minutes before kickoff so that both teams can be notified. Without such notification, half-time shall be 15 minutes.

The spirit and intent of the rule is to allow for ONE extension per year for homecoming only.

It is also permissible, with agreement of both coaches, to cut the half-time intermission to 10 minutes.

HALF-TIME STARTING

The start of the half-time intermission is recommended to be when both teams leave the field. This is open for interpretation, but officials may start this intermission as soon as the teams begin leaving the team box to go to their half-time gathering location. Officials are not to wait until the field is completely clear unless the teams are unable to leave the field because of events beyond control of the participants. In addition, with a 20 minute half, the clock can be started immediately following the signal of the ball above the head to end the half.

HALF-TIME ENDING

It is a fifteen yard foul, unsportsmanlike conduct, for either team and to not be ready to play at the conclusion of the scheduled half-time intermission and warm-up period. If 15:00 is listed for the half-time intermission, and the team is not on the field at 0:00 following the three minute warm-up period, it is an immediate 15 yard foul. If the field is not ready for play at the end of the scheduled half-time intermission, it is a 5 yard foul against the home team. Allowing for additional time at half-time without penalty is to place the officials in a bad situation with regards to allowing the athletes to cool down too long, and the risk of injury subsequently increasing.

STARTING THE THREE MINUTE WARM-UP PERIOD

After the half-time intermission (scheduled), the clock is to be reset to 3:00 and started immediately for the warm-up period. Officials do not have to wait on the teams to return. The legal obligation is to provide for a warm-up period, not ensure that warm-ups are conducted. It is the coach's liability and concern if they do not utilize the warm-up period.

MEDICAL SYMPOSIUM ATTENDANCE POSTED

Medical Symposium attendance has been posted on the KHSAA website. Schools should check the 1999 and 2000 list to be certain that all coaches are eligible to coach according to the medical symposium requirement. Violations should be self-reported to the KHSAA

Attorney General Confirms Open Records Act Request Cannot Be Made Via E-Mail

On August 22, 2000, Herb Dempsey, a self-appointed Title IX advocate, filed an Open Records Act complaint with the Kentucky Attorney General against the KHSAA. Mr. Dempsey's complaint was based on the KHSAA's refusal to respond to a request for certain Title IX forms previously submitted by Boone County. Mr. Dempsey's request was transmitted to the KHSAA via E-mail. While the KHSAA subsequently produced the requested documents when a proper request was submitted, Mr. Dempsey asserted that the KHSAA's initial refusal was a violation of state law because, in his words, it would "effectively . . . return democracy to the Time-Before-The-Internet." Although Assistant AG Amy Bensenhaber found Mr. Dempsey's appeal to be moot, she nevertheless cited a number of Open Records Act decisions which recognize that neither a party nor agency can be compelled to use E-mail under the Act. Instead, the Act's requirement that an agency be "notified in writing" of a request for documents is commonly understood to mean "committing words to paper and transmitting them by ordinary means of communication, i.e., by mail." There is no authority in the Act, either express or implied, which would compel the use of E-mail for this purpose.

COMPETITION - FOUR CONSECUTIVE DAYS PROHIBITED

This is a reminder to schools regarding Bylaw 25 - Limitations of Seasons - Four Consecutive Days - as you schedule sports for the upcoming year. **This rule does not apply during breaks during the school year.**

Bylaw 25 - Sec. 1 (2)

(1) Schedule of Contests on Consecutive Days

Contests shall be scheduled so that there are not four consecutive days of competition on any Monday through Thursday period while school is in session.

Q/A 2 - Does the limit on consecutive day contests extend to non-varsity teams and what is the spirit and intent of Bylaw 25 as it relates to athletes who play on more than one level team (i.e. junior varsity and varsity) in the same sport? A school non-varsity team must also have a day of non competition on Monday through Thursday just as is the case for the varsity team. The intent of the rule is that each athlete shall be guaranteed at least one night (Monday through Thursday) where participation in an interscholastic contest is not required to allow for time to properly attend to academic pursuits and other priorities.

Q/A 3 - What are the restrictions for a coach being involved in the coaching of his/her own players during the school year either before the first legal practice date or after the last date for playing a contest? No. Coaches may not coach the school participants in organized non-school sports competition in that sport during the authorized high school sports season in that sport. Coaching is defined as any time the athletes are participating in that coach's sport in a setting in which skills are taught, refined, practiced or evaluated.

Though specific practice and play dates are in place for each sport, the interpretative season is the academic school year as far as coaching limitations. THIS LIMIT BEGINS ON THE FIRST DAY OF SCHOOL AND ENDS ON THE EARLIER OF THE LAST DAY OF SCHOOL OR MAY 31. The high school coach or any assistant coach or non faculty assistant may not coach members of the high school team in a league outside of the school's regular season competition during the school year, regardless of the type of

league, as it would be a violation of the rules governing the Limitation of Seasons. THE COACHES ARE NOT TO BE IN ATTENDANCE AT THESE GAMES OR CONTESTS IN OUTSIDE LEAGUES IF HELD PRIOR TO MAY 31 OR HELD DURING THE SCHOOL YEAR PRIOR TO THE FIRST DAY OF PRACTICE.

The Limitation of Seasons, Bylaw 25, affects all sports. This also restricts the coach in any sport from being involved with students in another team from that sport from that school. For example, the girls' coach cannot coach the boys' team in outside competition, or vice-versa.

The provisions of that rule as interpreted, state that following the team's last regular season contest, there shall be no further practice or play as a team or individuals under the supervision of a member of the coaching staff for the remainder of the school year or until after May 31, whichever is earlier, with the exception of practice and play for the KHSAA tournament. The published exception to this restriction is that the team and coaches may continue to practice through elimination from KHSAA sanctioned post-season play.

Provisions of that rule also stipulate a beginning date for practice, which implicitly prohibits practice during the school year prior to that date. Coaches are not to be involved in coaching the team or individual players in an outside league, or in other competition during the academic school year. TRYOUTS ARE CONSIDERED TO BE PART OF ORGANIZED PRACTICE AND MUST BE HELD DURING THE OFFICIAL PRACTICE PERIOD SPELLED OUT IN BYLAW 25.

In addition, coaches may not be involved with the school representatives during the approved summer dead period as enumerated in Bylaw 26.

WOMEN'S NATIONAL SOCCER COACH AT STATE FINALS

Women's National Soccer Team coach Tony DiCicco will be a featured speaker, Sat., Nov. 4, at this year's Girls' & Boys' State Soccer Finals at Georgetown College. Coach DiCicco, having served as just the third head coach in the history of the USA Women's National Team, is the winningest coach in history with an international record of 103-8-8. He coached the team to the 1996 Olympic Gold Medal and the 1999 World Cup Championship and will work as a color commentator for the 2000 Sydney Olympics. Following is the schedule of the day for the engagement. For more information, contact Dr. Rick Underwood at Georgetown College at (502) 863-7044.

Sat., Nov. 4

12:00 p.m. - VIP Luncheon

3 p.m. - Public Lecture (College Chapel)

5-6 p.m. - Coaches Clinic (Rawlings Stadium Conference Center)

6 p.m. - Girls' State Championship Game

8 p.m. - Boys' State Championship Game

ihigh.com/KHSAA WEBSITE SEMINARS

ihigh.com and the KHSAA are in the process of conducting regional seminars to educate and assist member schools in using the KHSAA website and in setting up and maintaining member schools' own ihigh websites. It is suggested that the student(s) or individual(s) who will be maintaining your site attend if at all possible. Information was mailed to school principals with registration information. For more information, contact Butch Cope at the KHSAA or Kris Comstock at ihigh. The remaining free seminars will be held on the following dates.

Sun., Sept. 17 - Jeffersontown HS - 2-4 p.m. (ET)

Sun., Sept. 24 - Bowling Green HS - 2-4 p.m. (CT)

FALL SPORTS TEAM PHOTOS DUE OCT. 6

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

The first deadline for team photos is Oct. 6. 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.