

BYLAW 1. RESPONSIBILITY FOR ELIGIBILITY

Sec. 1) PRINCIPAL REQUIREMENT

The Principal of a school shall be held ultimately responsible in all matters in the school that concern eligibility, and interscholastic athletics, and shall ensure that institutional control over the athletic program is maintained.

Sec. 2) DESIGNATION OF DESIGNATED REPRESENTATIVE

- a) The Principal of each member school may annually designate an individual at the school to serve as the Designated Representative for the purpose of conducting the interscholastic program at that school.
- b) The Principal or Designated Representative shall sign all forms requiring authorized signature.
- c) If a member school principal fails to make the designation prior to August 31, the building principal shall automatically be the Designated Representative for the current year.

Case BL-1-1- What role does the Principal play in the management of the Association and the regulation of eligibility in the member school and what level of institutional control is the principal of each member school expected to maintain?

The member school principal is ultimately responsible for all aspects of the athletic program, whether it is rules enforcement and reporting or eligibility certification. It is important that each member school through its Principal exercise the principles of institutional control in order for the Association to continue as a fully functioning membership organization and in order for the school to remain a member.

There are several principles that go into the concept of maintaining institutional control. Control shall first be defined in common sense terms and is best summarized by the school having in place the proper policies to ensure that violations do not occur, and if they do occur, the Principal exhibiting the leadership and duty to correct the problems and prevent recurrence. In general, violations do not result from a lack of institutional control if there are adequate preventive measures in place that are properly monitored and followed, and if swift action is taken.

However, there are several things that demonstrate a lack of institutional control including the failure to implement proper preventive procedures; failure by members of the designated athletic staff to thoroughly investigate and report violations; failure to adequately disseminate and distribute compliance information; failure to adequately distribute compliance duties to allow for effective control; failing to make clear to all coaches and participants that rules violations will not be tolerated; failing to fully investigate and file reports as requested when potential violations are reported; a head coach failing to create a compliant atmosphere with the assistant coaches.

The KHSAA enforces its rules based on the following premises: KHSAA regulations and information are readily available to the member schools and general public; the Principal or Designated Representative properly distributes information, rules manuals, communication, forms, and other needed materials to the members of the athletics staff; that meaningful education programs are conducted within the schools to ensure compliance; student-athletes are properly informed about rules prior to and during participation. Certainly the compliance history of a school and its cooperative spirit during any investigation or inquiry will factor into any penalty decision regarding violations.
