

MHSA PRESIDENT'S WELCOME



On behalf of the MHSA Executive Board and the Montana High School Association, I would like to welcome each of you back to school for the 2013-2014 activities year. Together, as with each new year, we will face many challenges and obstacles in our schools as well as witness of some of the most rewarding and positive experiences of our lives. The service and leadership that we provide for our youth in their activity participation are some of the most critical responsibilities we undertake in our professional roles in education.

My focus point in my activities job this year will be to work extremely hard to improve the image we are creating through our words and actions in regards to sportsmanship in all sports and activity programs. I have presented at the National High School Athletic Coaches Association National Convention in Des Moines and the Montana Coaches Association Summer Clinic in Great Falls and I chose sportsmanship as the theme for each presentation. While other presenters gave spot-on accounts of their building projects and personal accomplishments and fundraising, I chose sportsmanship as my topic and I feel I was well received at both engagements even though the glamour and glitter may not have been the same!

I received a compliment, (I think) from one of my coaching and teaching friends last year. He said, "Pat, I wish I had the directness you have most of the time.....and other times I am really glad I don't!" Another colleague often tells me at staff meetings, "Don't hold back Pat, and tell us how you really feel!"

I believe we have allowed winning the "right way" to get pushed to the back burner for "winning at all costs." I would like to see a game played where the two teams compete extremely hard, the players perform their skills to the best of their abilities, the coaches lead by positive example, and the fans and cheer sections celebrating the accomplishments of all players be they the home team or the visitors. I would like to see at the end of the game respect given to all players and coaches as well as the game officials.

In my travels through the Montana High School Association and through my Activities job I get to watch many, many games and events by participants at many different age levels. The common thread that I believe needs attention and improvement for all events and ages is "respect for the game." If we educate our participants and fans, lead by example, and hold all wrong doers accountable, I feel we will be giving back to and strengthening a key building block of the total educational experience for our children. I believe we will be meeting a tremendous obligation we are entrusted with to promote equity, fairness and respect for each participant, with no distinction between levels of involvement or job title.

I challenge each member school to evaluate their standards for acceptable behaviors by their program participants and fans, and look for ways to improve and strengthen those standards. Please send me examples of great sportsmanship that you witness throughout this year. I would like to share them with the Board of Directors as well as groups that I will be speaking to as some of the great things that are taking place in Montana schools in regards to sports and activities. Promotion of the great things, I believe will

encourage more great things to take place. As promoted by US Bank, one of our Corporate Sponsors of the MHSA, "Be Loud, Be Proud, and Be Positive!"

Good Luck to each of you. I hope this year will be one of teaching, learning, and growing positively as an individual and a professional. I look forward to serving the Association as your President during the upcoming year. If I can assist you with any concerns, problems or solutions please feel free to contact me.

*Pat Lynch, MHSA President
Manhattan High School Activities Director*

EXECUTIVE DIRECTOR'S MESSAGE

As many of you know from attending one of my presentations, my favorite quote is from sociologist Dr. Harry Edwards who stated, "Those who control the games children play, control society's future". It is hard to believe that is it that time again, the time to "control the games our children play" with the start of fall sports and activities. Where did the summer go? Ralph Marston once said, "Rest when you're weary. Refresh and renew yourself, your body, your mind, your spirit. Then get back to work". Hopefully you were able to rest during the summer break, and with some time off, refresh and renew yourself to return work. I wish I could have played more golf (albeit badly) but I am really excited for the start of MHSA activities.

I hope you are as excited as I am to begin another fall season. As a new fall sports activity season begins there are two major changes regarding requirements for coaches, parents, student athletes, officials and schools in general. Those requirements are the new concussion law and the switch from the MHSA Coaches Education Program to the NFHS Coaches Education Program. I had sent information regarding these two new requirements by email twice in the spring and once by hard copy with the May Activity News. I also recently emailed my Executive Director's Update to every administrator attaching this information once again to that email. Michael Porter, a Harvard professor said, "Change brings opportunities. On the other hand, change can be confusing". If you have any questions on the concussion requirements please contact me or Brian Michelotti. Questions on the coaches' education program can be directed to Joanne Austin.

Another area where more attention is needed is in the recruiting and retention of sports officials. Without men and women willing to officiate high school sports, those sports could not come to pass for the thousands of high school players, coaches and spectators. During this past basketball season, we experienced more fan ejections than in my previous sixteen years in the office combined. As the MHSA /MOA and as officials, coaches and administrators, what can do about changing the culture of some of our fan base in relationship to their constant criticism of officials? I am pleased to report that the Respect Officials Initiative ("**Without Officials, It's Just Recess**") has been launched and you will be receiving more information including an outstanding poster in a separate mailing. Any assistance you can offer to help recruit new members (including high school students to join as associate members; associate members can work junior high and sub-varsity games and the dues are one-half of regular member dues) is greatly appreciated.

The latest edition of the Executive Director's Update was emailed to all school contacts, activity directors, principals, and superintendents recently with, hopefully, a variety of useful information for Activity

Administrators. Included in the Update is information on the online rules clinic format, coaches education, concussion law implementation, MOA items, and information regarding other changes that have been enacted by the Executive Board or by the membership for this coming year. I can never stress enough the importance of closely checking the eligibility of all student activity participants. It would be devastating to an individual participant and to the team he/she participates on if that student was declared ineligible and the team had to forfeit games because of eligibility rules violations. The Executive Director Update includes the "Quick Checks" for sports eligibility (located in the Fundamentals of Athletic Regulations) and for non-sport activities. Please take time to review this information if you haven't already done so, or if you didn't receive the email please contact the office.

The MHSAs staff is eager to assist you with any activity related items and issues. Please don't hesitate to contact us with any comments, concerns and/or questions. Have a great 2013-2014 school year!

Mark Beckman, Executive Director

IMPORTANT ANNOUNCEMENTS

MHSA HANDBOOK TO BE PUBLISHED

The MHSAs Handbook will be printed soon and mailed to each member school in September. One copy will be sent to each school contact and one copy will be sent to each city superintendent. Additional copies are available through the MHSAs office for \$10 each. The Handbook is also posted on the MHSAs website (www.mhsa.org) where all coaches and staff can access the information.

2013-2014 DIRECTORY INFORMATION REQUESTED

The 2013-2014 Roster of School Personnel forms were sent to each school electronically in July. Electronic submission is preferred, but you may submit the form by fax or by mail. If you have not already done so, please return this form to the MHSAs office as soon as possible. **The directory cannot be printed until information is received from ALL MHSAs member schools.**

JOSTEN'S CALENDARS WERE MAILED IN AUGUST

Once again, the Josten's Company is providing the MHSAs Activity Calendars, which were sent to each member school under separate cover in August. We ask that you express appreciation to Josten's representatives when you have the opportunity. If your school would like additional calendars please contact the MHSAs office.

PHYSICAL EXAMINATION FORM IS ENCLOSED

The MHSAs pre-participation physical examination form is enclosed. This form was updated several years ago to include questions concerning the cardiac history and cardiac health of the student (question 6-15). The MHSAs Medical Advisory Committee strongly recommends that if any of those questions are answered affirmatively that a student be referred to the appropriate medical professional for further screening.

This is a reminder to all member schools that physical exams are mandated for all students who are going to participate in MHSAs sanctioned sports. These exams must be completed before they practice and must have been performed after May 1, 2013. Examinations must be certified by a licensed medical professional acting within the scope and limitations of his/her practice for the current 2013-2014 school year and the schools must use the MHSAs standardized pre-participation exam form.

The MHSAs is committed to the safety and health of our student activity participants and believe this form will facilitate that objective. In addition to the copy of the form enclosed, you may access this form any time at mhsa.org. Please feel free to copy the form and distribute it appropriately. Please contact the MHSAs office if you should have any questions, or direct any questions from physicians. According to HIPPA, schools should note that these physical forms must be kept in confidential private files.

PROCEDURE FOR ACTIVITY NEWS/QUICK BITS MAILINGS

One copy of *Activity News* plus enclosures and all pertinent rules books will be sent via U.S. Postal Service to each school contact, and one copy plus enclosures will be sent to each superintendent who is **not** listed as the school contact.

Quick Bits is generally a smaller publication that is sent via e-mail. The same individuals who receive the *Activity News* will be sent the electronic version of *Quick Bits*.

All of these publications, including most enclosures, will be posted at www.mhsa.org.

CLINICS MANDATORY FOR ALL COACHES

The MHSAs/MOA rules clinics will once again be provided in an online format for coaches and officials. **All coaches, including the head coach and all assistant coaches and all school-approved volunteer coaches, are required to view the clinic.** An information sheet explaining the procedure on accessing these clinics was linked to the Executive Director's Update emailed to schools recently. The information sheet is also available on our website, www.mhsa.org, under the clinics tab. If you have any questions, please contact the MHSAs office.

RECORDS OF TRANSFER MANDATORY

Any student who transfers to your school and desires to participate in athletics at any level of competition has to be reported to the MHSAs office on a Record of Transfer Form. This form and other related forms are available on our website.

The Record of Transfer form is required in reporting transfer students and certifying in writing to the MHSAs office that the transfer student meets the MHSAs eligibility requirements stated in Article II of the Association By-Laws. These forms **must be filed before** the student participates on **any** high school athletic team in any (sub varsity or varsity) Association contest. If you have any questions regarding transfer students please contact Mark Beckman.

COACHES' EDUCATION

COACHES' EDUCATION UPDATE

Please refer to the enclosed information regarding the newly-adopted NFHS Coaches' Education requirements, including instructions on concussion awareness.

If you have any questions about the Coaches' Education program, please contact Jo Austin at the MHSAs office.

COACHES' EDUCATION REPORTING FORMS

Each year schools are required to submit a report detailing their compliance with the Coaches' Education requirement. Schools that did not submit a report for **2012-2013** were sent electronic reminders. Please be aware that schools failing to submit a report form are subject to penalties under By-Laws, Article VIII. If you have questions about your status for **last year**, please contact Jo Austin at jpaustin@mhsa.org. Compliance forms for 2013-2014 will be sent in the spring.

EXECUTIVE BOARD ITEMS

SEPTEMBER BOARD MEETING

The next regular meeting of the MHSAs Executive Board will be held in Helena beginning on Monday, September 23, 2013, at 8:30 a.m. in the MHSAs office. The Board meeting will continue Tuesday, September 24, if business has not been completed.

If any member school administrator wishes to have an item placed on the agenda for the Board to consider at this meeting, he/she must furnish the same to the Association office **ten (10) days** prior to the meeting. If any member school wishes to meet with the Executive Board concerning any items, request for appointment must be made in advance.

Major agenda items for Executive Board Meeting:

1. Review and approve Auditor's report.
2. Hear spring activity reports.
3. Review spring activity financial reports.

MEETING DATES SET FOR EXECUTIVE BOARD

The MHSAs Executive Board has established dates for their regular meetings for the coming school year. While the Board is required by MHSAs By-Laws to hold a minimum of four (4) meetings, they can also hold special meetings in person, or the Board can conduct business by conference phone calls.

2013-2014 Board Meeting Dates and Sites

September 23-24, 2013	Helena
November 25-26, 2013	Helena
January 18-20, 2014	Great Falls
April 14-15, 2014	Helena

ANNUAL MEETING IN GREAT FALLS

The next MHSAs Annual Meeting will be held in Great Falls on January 20, 2014. The Holiday Inn is the host facility. Reservations may be made by calling 406-727-7200 or via the website at www.holidayinnngreatfalls.com. The group code is "HSA".

CROSS COUNTRY

STATE MEET TO BE HELD IN MISSOULA

The 2013 State Cross Country Meet will be staged in Missoula on October 26. The competition will take place at the U of M Golf Course. To view the current MHSAs State and NFHS Cross Country Rules addressing uniform and sportsmanship items that all coaches and competitors will be expected to adhere to during the regular cross country season and at the 2013 State Cross Country Meet, go to www.mhsa.org; navigate to the cross country page and click on the 2013 State Cross Country Policies and Procedures and NFHS Rules.

STATE CROSS COUNTRY FEES

Each school participating in the 2013 State Cross Country Meet shall share proportionally the cost of running the State Cross Country Meet by paying a \$7.00 fee for each athlete that actually participates in the State Cross Country Meet (alternates are not considered participants). Example for Team A: 7 boy participants and 7 girl participants = 14 total participants X \$7.00 for each participants = \$98.00 will be the fee Team A must pay to participate in the State Cross Country Meet. Coaches will be required to pay the total fee at the time they pick up their State Cross Country Meet Coach's Packet. Checks should be made payable to Missoula Public Schools.

QUALIFYING TIME

As recommended by the MHSAs Athletic Committee and approved by the MHSAs Executive Board, for the State Cross Country Meet: athletes must meet a qualifying time in at least one regular season cross country meet prior to participation in the 2013 State Cross Country Meet. The qualifying times are as follows:

Boys – 30.00 minutes or faster
Girls – 35.00 minutes or faster

Athletes who do not meet the required performance time at least once during regular season competition will not qualify for participation at the State Cross Country Meet and cannot be entered as a team member or alternate.

Coaches will be required to submit a form stating the qualifying time of each athlete entered in the State Cross Country Meet when they pick up their State Cross Country Meet Coach's Packet in Missoula.

CROSS COUNTRY COURSE MEASUREMENT

The cross country course shall be three (3) miles in length. The measurement of the course shall be along the shortest possible route a runner may take. This method of measurement is a more accurate distance of the running route taken by competitors. This

rule change updates the rule to the more current, acceptable trends of the sport for measuring the course. If cross country meets are using the exact course as previously used, with the new method of measurement the starting line or finish line should not be in the same place as previously located using the old course measurement method.

Please share this information with your cross country coaches and if you have any questions or concerns please call Scott McDonald at 442-6010 or email him at smcdonald@mhsa.org.

VOLLEYBALL

VOLLEYBALL PARTICIPATION

For the 2013-14 school year, the Athletic Committee recommended and the MHSAs Executive Board approved the following:

- Individual volleyball players shall be allowed to play in no more than two matches/levels of competition (freshman, sophomore, junior varsity, varsity) in any school's dual match. Entering a contest for one live ball counts as participation in one match. MHSAs By-Laws, Section 2 General Penalties will be followed for any contest in which a participant exceeds the limitation. The player limitation rule doesn't apply during invitational or dual tournaments. Montana volleyball teams will always follow the MHSAs match limitation rule when playing in neighboring states.
- For post season volleyball play, volleyball teams will not be allowed on the playing floor until 30 minutes before the start time of the match.
- The volleyball prematch conference (with the head coaches and captains) and coin toss will occur when the twenty (20) minute warm-up countdown reaches minute sixteen (16).

NFHS VOLLEYBALL RULE CLARIFICATIONS

1. Lineups shall not be made available to anyone except the official scorer and official libero tracker until they have been recorded on the scoresheet, the required deadline has passed and the lineups cannot be changed. At this time the visiting team may record the same information at the officials' table.
2. When the second referee is checking the starting lineup, they will indicate the floor captain to the first referee by using an open hand to designate that player. This will indicate the floor captain to the first referee. The captain shall respond by raising his/her arm toward the first referee. Coaches need to educate their floor captains of this responsibility.

BREAST CANCER AWARENESS EVENTS

The MHSAs will permit a school to modify the volleyball uniform from the school's colors for one (1) week during the regular volleyball season to be designated as breast cancer awareness week. This interpretation will be applied to all sports. Permission from the MHSAs office must be given before designating a breast cancer awareness week.

Please refer to the Volleyball enclosure which includes information on libero tracker, match protocol and other items.

Please share this information with your volleyball coaches and other appropriate personnel. Should you have any questions or concerns about the above, please call Scott McDonald at 442-6010 or email him at smcdonald@mhsa.org.

FOOTBALL

MAJOR FOOTBALL REVISIONS FOR 2013

There are several major changes to MHSAs rules that will go into effect for the MHSAs football season, including new rules on Class C triangular, several major rules changes from the NFHS, and other important MHSAs football safety issues. Please review the enclosed football information and distribute it to all affected personnel. Please feel free to contact Brian Michelotti if you have questions on the enclosed football materials.

MOA

THE HIRING OF OFFICIALS

ATTENTION: All administrators and coaches — please make sure all officials whom you hire for varsity contests are members in good standing with the Montana Officials' Association. Per MHSAs/MOA rules, schools must go through the local official's pool when hiring officials unless the official is not in a pool (an approved non-pool affiliated official). To be a member in good standing, officials must have passed the qualifying exam for the respective sport or pay to take the exam that will be given at the start of the season. We had a few non-MOA's work varsity contests in the past few years which is a serious violation of MHSAs/MOA rules and schools will be penalized accordingly for any violations.

In compliance with the Dylan Steigers' Protection of Youth Athletes Act, any sports official working an athletic contest in your district must have completed concussion education. This includes all varsity contests (for which MOA officials must be used) and any other contests, including sub-varsity, middle school, and elementary. The local district is responsible for ensuring that officials who are working all athletic contests have completed concussion education.

Also, please remember to be on hand to greet officials, assist the crew at half-time and to insure that security and locker rooms etc. are provided for them from the time they arrive until the time they leave the premises.

SOCCER

SOCCER MATERIALS SENT SEPARATELY

Activities Directors should be receiving a separate envelope with soccer rules books and pre-season guides for their coaches. Please ensure that the materials are distributed to coaches.

SPIRIT

SPIRIT REMINDERS

This year, Spirit Rules Books will be sent under separate cover to school contacts. Please distribute the books to your cheer coach as soon as possible.

If your school will field cheerleaders only during the **winter season**, or if your school will not be fielding a cheer team at all during this school year, please advise Janie Holmes @ jholmes@mhsa.org.

Also, remember all cheer coaches must complete or be current with the AACCA Safety Certification course if their squad does any stunting. This year the AACCA Safety Certification is again offered online through the National Federation's web site. **Once your coach completes the course, please email or fax the verification so we may update our records. Also mandatory for all spirit coaches this year is the online NFHS concussion course.**

There were several changes made to the Spirit Rules Book, and these changes are covered in the online Spirit Rules Clinic.

MUSIC

MUSIC COMMITTEE FALL MEETING

The MHSAs Music Committee will meet in September. Anyone wishing to have items put on the agenda or meet with the committee should contact Jo Austin at 406-442-6010 or jpaustin@mhsa.org.

MUSIC DATES FOR 2012-2013

All State Band, Orchestra and Chorus..... October 16-18
District Festival for District 9 (large groups only)..... April 1
District Festival for District 6 April 3-4
District Festivals for Districts 5, 13..... April 4-5
District Festival for District 9 (solos & ensembles only) April 7
District Festival for Districts 1, 4 April 10-12
District Festivals for Districts 2, 7, 8, 10, 11, 12..... April 11-12
State Solo & Ensemble Festivals.....May 2-3

SPEECH & DRAMA

FORENSICS & DRAMA BOOKLET UNDER PRODUCTION

The Speech & Drama booklets will be sent to schools in September. Each coach will receive a copy.

Also, administrators are asked to encourage their speech & drama coaches to utilize the information on the MHSAs website. All ballots and the tentative schedule are currently posted. Whenever possible our mailings will be sent to coaches electronically so we would appreciate receiving every coach's email address.

ENCLOSURES

2013-2014 Events Calendar
2014-2015 Events Calendar
August Calendar
September Calendar
2013-2014 Ready Reference Activity Dates
2013-2014 National Testing Dates
2013-2014 Football Rules Book (1)
2013-2014 NFHS Football Rule Changes
NFHS Football Rules Poster
NFHS Football Changes and Information
NFHS Heat Acclimatization and Heat Illness Prevention Position Statement
2013 Volleyball Rules Book (1)
2013 NFHS Volleyball Rule Revisions
NFHS Volleyball Rules Poster
Volleyball Line Judges, Scorer and Timer Responsibilities
Volleyball Scoring Information
Volleyball Items
Athletic Pre-Participation Physical Exam Form
Coaches' Education Handout
Online Rules Clinic Instructions

Staff Members

Mark Beckman, Executive Director
Joanne Austin, Associate Director
Scott McDonald, Assistant Director
Brian Michelotti, Assistant Director
Janie Holmes, Business Office Manager
Theresa Stanisich, MOA Coordinator
Jessica Silvonon, Receptionist/Information Clerk



Executive Board Members

Pat Lynch, Activities Director, Manhattan High School
(President)
Duane Walker, Activities Director, Hardin High School
(Vice President)
Mike Cutler, Superintendent, Granite Public Schools
Peter Fusaro, Principal, Flathead High School (Kalispell)
Malia Kipp-Camel, Governor's Appointee, Ronan
Lee Stiffarm, State Superintendent's Appointee, Billings
Lance Voegele, MTSBA Appointee, Belgrade