

400.00 BYLAWS.....ADMINISTRATION OF ATHLETIC PROGRAMS BOARD POLICIES

WOMEN IN OFFICIATING: EMPLOYMENT

It is the policy of the Minnesota State High School League to work affirmatively to encourage, promote and ensure fair and equal treatment in the employment of women as officials for high school activities and sports contests at the local level through League tournaments.

CLASS COMPETITION (1/10/96) (12/2/10)

A. Criteria for Sponsorship of an MSHSL State Tournament: At least one of the following criteria must apply:

- 1) A sufficient number of teams have registered for an activity as defined below.*
- 2) The Board of Directors, at their discretion, may approve a state tournament if substantial evidence indicates that the conduct of this event would encourage equitable and statewide growth in that activity.*

B. Criteria for Sponsoring State Tournaments if Fewer Than 32 Teams Participate:

- 1) The Board of Directors may choose to cease sponsorship of a state tournament when the number of participating teams is fewer than 32 for three (3) consecutive years or at any time as deemed appropriate by the Board of Directors.*
- 2) The tournaments in that activity will terminate at the conclusion of the regular season.*

C. Criteria for Limiting Tournament Competition at the Section Level When More Than 32 Teams Participate:

- 1) The Board of Directors may sponsor a state tournament in an activity which is an exception to the bylaws if it is determined that non-school competition and training opportunities have not created statewide competitive inequities for the high school program.*
- 2) The Board of Directors may elect to discontinue League sponsorship of a state tournament which is an exception to the bylaws if it is determined that the non-school competition and training bylaws have created statewide competitive inequities for the high school programs; or*

D. Class Competition

1) Philosophy

The philosophy of tournament competition for the League is to extend the opportunity for student participation in a variety of activities at the section and state level. Region committees conduct contests, meets and tournaments in accordance with League rules and regulations which advance student participants to the next level of competition. (4/28/83)

2) Classification Formula for Administrative Regions

Effective with the 2011-2012 school year, the largest 128 schools shall be assigned to Class AA administrative regions. The rest of the schools shall be assigned to Class A administrative regions. Unless otherwise determined by the Board of Directors, these assignments shall be in place for a minimum of four (4) years.

3) Multiple Class Tournament Competition

The Board of Directors may request input from the member schools to assist in determining the classification and format of any League-sponsored tournament, but the Board of Directors shall have sole discretion for determining the classification of schools and the tournament format(s). Input regarding tournament formats may be submitted to the League office by any interested party(ies).

Recommendations regarding multiple classes in any League-Sponsored activity may be forwarded to the Board of Directors by:

- a) Five (5) member schools' designated representatives; or,
- b) Any member of the Board of Directors; or,
- c) The Minnesota State High School Coaches Association; or
- d) The advisory committee for that activity.

The Board will consider the following information, but they are not limited in their tournament format decisions:

- a) Administrative Region management of section tournaments
- b) Anticipated loss of class time
- c) Classification issues
- d) Existing format/structure/history of the tournament
- e) Facility availability
- f) Financial implications for member schools and the League as a whole
- g) Implementation date
- h) Input from school administrators
- I MSHSL staff input
- j) State tournament management issues, including quarterfinal and consolation play
- k) Tournament enhancements

Each recommendation will be evaluated on its merits.

4) Classification Formula for Activities Conducted in Multiple Classes

Unless otherwise determined by the Board of Directors, tournament competition may be conducted in multiple classes as identified below:

- a) 32-63 teams competing within a class shall have a four (4) team tournament.
- b) 64 or more teams competing within a class shall have an eight (8) team tournament.

Currently Girls' Badminton and Girls' Synchronized Swimming do not meet the required number of registered teams for state tournament consideration. Dance Team shall be an exception to the classification formula and shall be classified each placement cycle as determined by the Board of Directors.

ONE (1) CLASS TOURNAMENT:

Option 1: When there are a minimum of 32 teams registered for a League sponsored activity, a four (4) team state tournament may be held.

Option 2: When there are 64 or more teams registered for a League sponsored activity, a single eight (8) team, or a festival formatted State Tournament may be held.

TWO (2) CLASS TOURNAMENT: When there are 96 or more teams registered for a League sponsored activity the divisions will be identified as follows:

Option 1

CLASS AA: 128 registered teams with the largest enrollment.

CLASS A: The rest of the registered teams.

Option 2

Divide the registered teams either by the top 64 teams by enrollment or by the bottom 64 teams by enrollment, provided that activity meets the minimum requirement for two classes.

THREE (3) CLASS TOURNAMENT*: When there are 288 or more teams registered for a League sponsored activity, the divisions will be based on enrollment as follows:

Class AAA: The 96 largest teams by enrollment

Class AA: The next 128 largest teams by enrollment

Class A: The balance of the registered teams

FOUR (4) CLASS TOURNAMENT*: When there are 320 or more teams registered for a League activity, the divisions will be based on enrollment as follows:

Class AAAA: The 64 largest teams by enrollment

Class AAA: The next 64 largest teams by enrollment

Class AA and Class A: If fewer than 256 teams remain, the classes will be divided equally. If more than 256 teams remain, Class AA will be the largest 128 teams and the remainder of the teams will be Class A.

MORE THAN FOUR CLASSES IN A TOURNAMENT: Tournament formats for more than four classes shall be determined by the Board of Directors on a case-by-case basis.

- 5) Tournament Formats/Reduction in the Number of Classes/Enrollments for Classification Purposes/" Opt-Up" Requests/Classification Appeals
- a) When the number of competing schools in an activity falls below the minimum number for multiple-class tournaments, the classes will be reduced to bring the activity into compliance with the classification policy unless the classification divisions are otherwise determined by the Board of Directors.
 - b) Unless otherwise determined by the Board, all tournament formats shall be in place for a minimum of four (4) years and shall be completed in three (3) calendar days. Recommendations for format changes will be received by the Board of Directors two (2) years prior to any proposed implementation date.
 - c) Enrollments for classification shall be determined every even-numbered year by the Board of Directors using the most current MARRS Report to the Minnesota Department of Education (MDE) for grades 9, 10, 11 and 12. From those enrollment numbers the Board of Directors shall subtract 40 percent of the free/reduced lunch count reported to the MDE for each school for the same time period.
 - d) Students whose attendance is included in the enrollment information provided by the Minnesota Department of Education, but whose educational programming prohibits them from participating in athletic and/or fine arts activities in any school during the school year, shall not be counted toward the final enrollment of that school for purposes of administrative or tournament classification.
 - e) Schools which have all male or all female students shall have their enrollments doubled.
 - f) The assignment of schools into competitive sections and classifications shall be for a two-year period. League staff shall have authority to balance the section assignments each year with approval from the Board of Directors.
 - g) Schools may "opt-up" to a higher classification in an activity sponsored by their school according to the following criteria:
 - 1.1 A request must be made in writing to the League Office with the rationale for the "opt-up" request.
 - 1.2 The request to "opt-up" must be a two-year commitment to compete in the new classification.
 - 1.3 Application period will coincide with the competitive placement cycle.
 - h) Prior to any classification determination, schools who believe their school demographics unfairly place their team sports (Football, Hockey, Basketball, Baseball, Lacrosse, Soccer, Softball, and Volleyball) in a

larger tournament classification may appeal their placement to the MSHSL office provided that the criteria below is met:

- 1.1 The schools' free/reduced lunch counts provided to the League office by the Department of Education exceeds 50% of the school' s grade 9-12 enrollment.*
- 1.2 The appeal must be documented in writing and shall include, but is not limited to the following: travel distance; community/region economic conditions; attrition; unique school population; other specific school community information that will support the school' s presentation for a classification reduction*
- 1.3 The information regarding the school' s appeal shall be presented by the designated school representative(s) to the Athletic Directors Advisory Committee who will review the request and provide a recommendation for the MSHSL Board of Directors.*
- 1.4 The MSHSL staff will record the minutes of the meeting and will provide the recommendation from the Activity Directors Advisory Committee to the Board of Directors for their consideration.*
- 1.5 The decision of the Board is final, and there shall be no appeal.*

6) Placement of Teams in Competitive Sections

Unless otherwise determined by the Board of Directors, schools shall be placed into competitive sections for a minimum of two (2) years.

a) Criteria for Competitive Section Placement shall include, but will not be limited to the following:

- 1.1 Geographic/contiguity*
- 1.2 Section balance*

b) The Differential in Number of Assigned Teams in Competitive Sections at the time of placement shall be as follows:

1.1 Two Class

Class AA: Unless otherwise determined by the Board of Directors, in the initial year of the two-year assignment, the differential shall not exceed two (2) teams in each competitive section.

Class A: Unless otherwise determined by the Board of Directors, in the initial year of the two-year assignment, the differential shall not exceed four (4) teams in each competitive section.

1.2 Multiple Class (three or more)

Unless otherwise determined by the Board of Directors, in the initial year of the two-year assignment, the differential shall not exceed two (2) team for any class.

c) Prior to confirmation by the Board of Directors, Competitive Section assignments will be reviewed by the Athletic Directors Advisory Committee.

d) The Competitive Section Placement Shall be the Decision of the Board of Directors.

- 1.1 Schools may not appeal their competitive section placement.*
- 1.2 The League staff will assign late registrations.*

e) Process for Competitive Section Placement

- 1.1 Schools annually submit their October 1 Average Daily Membership (ADM) to the MDE as required by the MARRS reporting requirement.*
- 1.2 The MDE submits reported enrollment data to the League Office and the final enrollment data shall meet the criteria identified in this policy.*
- 1.3 During the school year prior to the end of a competitive section placement cycle, the League office uses the student enrollment data for grades 9-12 for each member school. Alternative learning center (ALC) and similar alternative enrollment data are omitted from the total student count.*

- 1.4 *As soon as the MDE information is verified, the League office will consider the number of registered teams for each sport/activity and make the determination about the numeric division between the classes.*
- 1.5 *The League office will divide each class into competitive sections. When feasible, sections will be balanced to avoid a bye or a "pig-tail" game. League staff will make the placements and the Athletic Directors Advisory Committee will review the placements for balance and geographic contiguity. The League Board of Directors will affirm the placement of each school in each activity.*
- 1.6 *All placements shall be final.*
- 1.7 *The competitive sections will be announced to the member schools and to the general public as soon as they are approved by the Board of Directors or the Board's designee.*
- 1.8 *Changes in the assignment of and number of teams in any competitive section will occur only in the event of co-op dissolutions or additions; new registrations; or the discontinuation of an activity by a school. Competitive Section assignments will be reviewed annually and recommendations for a change in assignments may be made to the Board of Directors by League staff in August of each year. Placement will be made by MSHSL staff.*
- 1.9 *All enrollment data during the two-year placement cycle shall be based on the school's enrollment at the initial placement for the cycle (1.3 above).*

7) *Placement of Schools in Administrative Regions*

The Board of Directors will place schools into administrative regions when the enrollment data is available from the MDE.

- a) *The criteria for placement into administrative regions shall be as follows. The criteria are weighted in the order of importance with [1] given more weight than [2], etc. (4/20/94)*
 - 1.1 *Administrative Region Placement Criteria*
 - [1] Enrollment*
 - [2] Statewide representation*
 - [3] Geographic contiguity*
 - 1.2 *Criteria for Classification*
 - [1] AA: The largest 128 schools*
 - [2] A: The rest of the schools*
 - [3] Schools registered for basketball*
 - [4] Nearly equal distribution of schools.*
 - 1.3 *Schools not registered for basketball will be assigned to an administrative region based on their geography.*
- b) *Administrative region assignments will not be limited to a specific differential due to the registration of home schools, charter schools, and small non-public schools that do not sponsor competitive programs on their own but must be placed into an administrative region.*
- c) *The recommended placement of a school into an Administrative Region is four (4) years, but the Board of Directors has the sole responsibility to determine the length of time a school is placed into an Administrative Region.*