

MINUTES
North Dakota High School Activities Association
Board of Directors
October 21, 2009 – Bismarck, ND

The Board of Directors of the North Dakota High School Activities Association met on October 21, 2009 at the Bismarck Ramkota Inn. President Schatz called the meeting to order at 10:15 a.m. with all members present.

Following additions and deletions, motion by Jacobson to approve the agenda. Second by Moe and carried.

The Board reviewed the minutes of the September 23, 2009 regular meeting. Motion by Eastgate to approve the minutes. Second by Ranum and carried.

The Executive Secretary presented the finance report. Motion by Helvik to approve the report. Second by Looyesen. Motion carried unanimously.

Applications for dissolutions of cooperative sponsorship programs were reviewed.

- a. Mott-Regent and Dickinson in baseball, 2009-2010.

Motion by Maus to approve. Second by Jacobson. A roll call vote was taken: Moe – yes, Ulland – yes, Ranum – yes, Jacobson – yes, Maus – yes, Sanstead – yes, Eastgate – yes, Looyesen – yes, Helvik – yes, Swiontek – yes, Schatz – yes. Motion carried unanimously.

- b. Grenora and Westby, Mt in girls' basketball and volleyball, 2009-2010.

It was clarified Grenora is now part of the Montana coop program and is no longer considered a North Dakota coop. Motion by Looyesen to approve the dissolution. Second by Ranum. A roll call vote was taken: Moe – yes, Ulland – yes, Ranum – yes, Jacobson – yes, Maus – yes, Sanstead – yes, Eastgate – yes, Looyesen – yes, Helvik – yes, Swiontek – yes, Schatz – yes. Motion carried unanimously.

- c. McClusky and Drake-Anamoose in junior high football, 2010-2011. This is in preparation for an upcoming application for a new coop application.

Motion by Looyesen to approve. Second by Moe. A roll call vote was taken: Moe – yes, Ulland – yes, Ranum – yes, Jacobson – yes, Maus – yes, Sanstead – yes, Eastgate – yes, Looyesen – yes, Helvik – yes, Swiontek – yes, Schatz – yes. Motion carried unanimously.

- d. Scranton and Bowman County in junior high football, 2010-2011 contingent on approval of their upcoming application for a new coop.

Motion by Helvik to approve. Second by Sanstead. A roll call vote was taken: Moe – yes, Ulland – yes, Ranum – yes, Jacobson – yes, Maus – yes, Sanstead – yes, Eastgate – yes, Looyesen – yes, Helvik – yes, Swiontek – yes, Schatz – yes. Motion carried unanimously.

- e. Beulah and Hazen in girls' hockey, 2009-2010. It was stated they did not have sufficient numbers to field a team this year.

Swiontek asked how many teams are remaining. It was clarified there are 11 teams remaining. Motion by Ranum to approve the dissolution. Second by Moe. A roll call vote was taken: Moe – yes, Ulland – yes, Ranum – yes, Jacobson – yes, Maus – no, Sanstead –

yes, Eastgate – yes, Looyesen – yes, Helvik – yes, Swiontek – no, Schatz – no. Motion carried 8-3.

Coop applications were reviewed:

- a. Hettinger, Scranton, Lemmon SD, Mott-Regent in baseball, 7-12, 2009-2010 (no late fee).

Motion by Eastgate to approve. Second by Helvik. A roll call vote was taken: Moe – yes, Ulland – yes, Ranum – yes, Jacobson – yes, Maus – yes, Sanstead – yes, Eastgate – yes, Looyesen – yes, Helvik – yes, Swiontek – yes, Schatz – yes. Motion carried unanimously.

- b. Killdeer and Twin Buttes Elementary in cross country, 7-8, 2010-2011.

Motion by Jacobson to approve. Second by Looyesen. A roll call vote was taken: Moe – yes, Ulland – yes, Ranum – yes, Jacobson – yes, Maus – yes, Sanstead – yes, Eastgate – yes, Looyesen – yes, Helvik – yes, Swiontek – yes, Schatz – yes. Motion carried unanimously.

- c. Underwood, Turtle Lake-Mercer and McClusky in football, 7-8, 2010-2011.

Swiontek asked for clarification if approving junior high coops in the middle of a two-year football plan was allowable. This has been set up to move into a new high school coop prior to the next two-year plan. Motion by Looyesen to approve. Second by Moe. A roll call vote was taken: Moe – yes, Ulland – yes, Ranum – yes, Jacobson – yes, Maus – no, Sanstead – yes, Eastgate – yes, Looyesen – yes, Helvik – yes, Swiontek – yes, Schatz – yes. Motion carried 10-1.

- d. Bottineau and Turtle Mountain in wrestling, 9-12, 2009-2010.

President Schatz reported on the Executive Board review of the coop application with the determination to bring the application back to the full Board. Maus asked what is the purpose of deadlines if they are not followed and results in the Executive Board passing applications on to the full Board. What is the process? Reviewed was the elimination of conference calls to hear applications and the establishment of the Executive Board process. Swiontek asked if there was something that has changed after the deadline that caused the late application. It was clarified a student has moved into the Bottineau School District this fall and expressed interest in participating in wrestling. Bottineau does not sponsor wrestling. Motion by Maus to deny. Second by Swiontek. A roll call vote was taken: Moe – yes, Ulland – yes, Ranum – no, Jacobson – yes, Maus – yes, Sanstead – yes, Eastgate – yes, Looyesen – yes, Helvik – yes, Swiontek – yes, Schatz – yes. Motion to deny carried 10-1.

- e. Hettinger and Scranton in junior high football, 7-8, 2010-2011.

Motion by Looyesen to approve. Second by Jacobson. A roll call vote was taken: Moe – yes, Ulland – yes, Ranum – yes, Jacobson – yes, Maus – no, Sanstead – yes, Eastgate – no, Looyesen – yes, Helvik – yes, Swiontek – yes, Schatz – yes. Motion carried, 9-2.

- f. BHS, Century, St. Mary's, Mandan, Shiloh Christian, Center-Stanton softball.

This is in response to the need to renew their application from the previous year that was approved on a one-year basis. Motion by Sanstead to approve. Second by Helvik. Ath. Dir. Jim Haussler of Bismarck addressed the Board concerning the formation of their softball program and the difficulties they are having in the infancy of the sport. Maus indicated it may be helpful to begin the introduction of an activity in the junior high level to facilitate a phase-in. Also, there are some B schools that would be interested in starting softball but are not interested in a state-wide scheduling plan. A roll call vote was taken: Moe – yes, Ulland

– yes, Ranum – yes, Jacobson – yes, Maus – no, Sanstead – yes, Eastgate – yes, Looyesen – yes, Helvik – yes, Swiontek – no, Schatz – yes. Motion carried, 9-2.

- g. Dickinson and Hazen in girls' hockey, 7-12, 2009-2010 (late fee). This application was brought forward by the Executive Board.

Motion by Maus to deny. Second by Ulland. Maus indicated if there was going to be a deadline, it should be enforced. A roll call vote was taken: Moe – yes, Ulland – yes, Ranum – no, Jacobson – yes, Maus – yes, Sanstead – yes, Eastgate – yes, Looyesen – yes, Helvik – yes, Swiontek – yes, Schatz – yes. Motion to deny carried, 10-1.

- h. Linton and HMB for girls' track, 7-12 (late fee)

- i. Linton and Hazelton-Moffit-Braddock for boys' track, 7-12 (late fee)

Motion by Eastgate to approve both girls' and boys' track applications. Second by Maus. A roll call vote was taken: Moe – yes, Ulland – yes, Ranum – yes, Jacobson – yes, Maus – yes, Sanstead – yes, Eastgate – yes, Looyesen – yes, Helvik – yes, Swiontek – yes, Schatz – yes. Motion carried unanimously.

- j. Jamestown and Valley City in gymnastics.

Looyesen indicated the previous coach had resigned in May. This should have given them sufficient time to hire a new coach. Motion by Sanstead to approve. Second by Ranum. A roll call vote was taken: Moe – no, Ulland – no, Ranum – no, Jacobson – no, Maus – no, Sanstead – yes, Eastgate – no, Looyesen – no, Helvik – no, Swiontek – no, Schatz – no. Motion failed, 1-10.

- k. A coop issue from Underwood/Turtle Lake-Mercer/McClusky was brought to the Board concerning junior high girls' basketball. Supt. Peltier of Turtle Lake-Mercer and Supt. Kelm of McClusky appeared to ask consideration in how they schedule the 7th and 8th grade teams within their coop. Letters from Supt. Peltier and Supt. Kelm were reviewed.

Motion by Maus to allow the coop integrate within the cooped three schools at the junior high level allowing the administrators to designate the teams. Second by Ulland. Motion and second were withdrawn as the integration of their teams as determined by the cooperative sponsoring schools was interpreted as being allowable.

The Board was asked if they wished to discuss the charging of a late fee for coop applications from schools that previously had programs vs. the application consisting of a school that did not previously have a program. Maus indicated there has been a setting of deadlines, but exceptions are taking place which negates having the deadlines.

The Board adjourned at 11:45 a.m. for lunch.

President Schatz called the meeting back to order at 12:30 p.m.

Moe reported on behalf of the Football Committee:

1. The Committee reviewed existing guidelines, timelines and playoffs

- Dates discussed for the 2011/2012 years
- Streamlined guidelines. Eliminated item #3
- Item 4-C. Use 09-10 enrollment

- #5 Move date up to March 1, 2010. Requests for division assignments as of March 1 are final.
- Guidelines are set except for divisions, teams, etc. Information for this will come from the membership survey.
- Recommend to the Board the approval of the timeline.

Motion by Maus to approve the time-line as written. Second by Helvik. A roll call vote was taken: Moe – yes, Ulland – yes, Ranum – yes, Jacobson – yes, Maus – yes, Sanstead – yes, Eastgate – yes, Looyesen – yes, Helvik – yes, Swiontek – yes, Schatz – yes. Motion carried unanimously.

2. Discussed the survey related to the 2011 & 2012 season. The survey will include:

- a. What division do you currently participate?
- b. Should we have four divisions of football?
 - 14 AAA, 16 AA, 32 A, the remainder 9-man
 - 14 AAA, 32 AA, large 9-man, small 9-man
 - 16 AAA, 16 AA, 32 A, the remainder 9-man
- c. Is your school interested in six-man football?

3. The committee recommends approving football related coop dissolutions and coop requests.

4. Re-organization of Valley and Edinburg school districts. The committee discussed how this could affect the current plan. The committee chose to wait until the result of the consolidation vote is known.

Motion by Looyesen to approve the report. Second by Eastgate. A roll call vote was taken: Moe – yes, Ulland – yes, Ranum – yes, Jacobson – yes, Maus – yes, Sanstead – yes, Eastgate – yes, Looyesen – yes, Helvik – yes, Swiontek – yes, Schatz – yes. Motion carried unanimously.

Looyesen reported on behalf of the Finance/Personnel Committee.

1. Review of health insurance plan:

A discussion was held related to Section XIII-D, “Retirement Program”, which states, “Health insurance will be paid by the NDHSAA for 24 months following the retirement of any executive staff member who has reached his/her 60th birthday and has served the Association for at least 15 years.” The committee recommends that Section XIII-D be eliminated on June 30, 2014. Until its elimination, the committee further recommended that employees that have retired and have or will reach age 65 during this two-year period will receive Medicare supplement (Schedule F) as a benefit.

Motion by Eastgate to approve the recommendation of the committee. Second by Ulland. A roll call vote was taken: Moe – yes, Ulland – yes, Ranum – absent, Jacobson – yes, Maus – yes, Sanstead – yes, Eastgate – yes, Looyesen – yes, Helvik – yes, Swiontek – yes, Schatz – yes. Motion carried unanimously, 10-0.

2. Vehicle quote:

The committee recommends accepting the proposal from Miller Motors of Valley City on the Dodge Journey SXT for the trade in price of \$11,598 less any additional rebate.

Motion by Jacobson to accept the recommendation. Second by Moe. A roll call vote was taken: Moe – yes, Ulland – yes, Ranum – yes, Jacobson – yes, Maus – yes, Sanstead – yes, Eastgate – yes, Looyesen – yes, Helvik – yes, Swiontek – yes, Schatz – yes. Motion carried unanimously.

3. Old and new office building updates:

The Executive Secretary gave a report on the progress of the new office building. There have been no offers on the old office building to date.

4. Reviewed team payment plan.

Team payments were discussed and will continue to be discussed with the possibility there may be an elimination of team payments in the future.

5. Discussed the hiring process for an Assistant to the Executive Secretary to replace Dave Carlsrud. The Executive Secretary presented the timeline.

- January – open for applications
- February - finalists will be interviewed
- March - a recommendation will be presented to the Board.

Swiontek presented a letter to the Board concerning coaching education requirements and how Minnesota, Montana and South Dakota associations have set up requirements. Requested is the formation of a committee to review and work out the details for a state-wide coaching education program. Suggested for the committee would be members from NDCEL, NDHSCA, NDIAAA, NDHSAA Exec. Dir., NDHSAA Board and Medical Advisory Committee. Moe indicated there is probably support from the NDIAAA and NDHSCA for the proposed study. It was noted by Swiontek that Washburn and Grand Forks Public Schools already require this of their coaches. President Schatz appointed Swiontek and Moe to serve on this committee. The Executive Secretary was directed to work out the remaining details.

At the September meeting, the Board reviewed a transfer of care form to be used at post-season tournaments in which individuals may sign off from the on-site tournament medical care and turn over care to a parent's designated medical care person. The Executive Secretary was directed to have NDHSAA Attorney Gary Thune review the two proposals:

1. To allow other medical providers to provide services at our tournaments. Transfer of care form needed.
2. To allow only the contracted medical staff to provide services at the tournament. Transfer of care form not needed.

Thune has reviewed and edited the form and has recommended the form be used to transfer care. Motion by Eastgate to approve the use of the transfer of care form. Second by Looyesen. A rollcall vote was taken: Moe – yes, Ulland – yes, Ranum – yes, Jacobson – yes, Maus – yes, Sanstead – yes, Eastgate – yes, Looyesen – yes, Helvik – yes, Swiontek – yes, Schatz – yes. Motion carried unanimously.

Jacobson reported on behalf of the Realignment Committee:

Fine Arts region assignments will need to be reviewed. There is a list of schools that need to declare what region they wish to represent as they will only be placed in one region only for all fine arts activities by the 11-12 school year. Any request for region re-assignment after

that time must come through the region chairpersons (from both the region leaving and the region joining). Recommendations are forwarded with final approval coming in November. Motion by Moe place New Salem and Goodrich in Region 7 and Minnewaukan in Region 4 for one-act plays. Second by Jacobson. A roll call vote was taken: Moe – yes, Ulland – yes, Ranum – yes, Jacobson – yes, Maus – yes, Sanstead – yes, Eastgate – yes, Looyesen – yes, Helvik – yes, Swiontek – yes, Schatz – yes. Motion carried unanimously.

The Board heard a request from Grafton to approve the use of a shot clock for non-conference/non-district games. Motion by Eastgate to approve the use of a shot clock for non-district and non-conference games, provided there is prior mutual agreements between/among the teams involved. The experiment of the use of the shot clock for Division B may continue until further review. Second by Sanstead. A roll call vote was taken: Moe – yes, Ulland – yes, Ranum – yes, Jacobson – no, Maus – yes, Sanstead – yes, Eastgate – yes, Looyesen – yes, Helvik – yes, Swiontek – yes, Schatz – yes. Motion carried, 10-1.

The Executive Secretary reported on the results of a requested study to develop a regulation giving a deadline for schools to declare intent for participation in sports that use statewide scheduling. The staff crafted a regulation to address this issue:

For those sports involving statewide scheduling, the following dates shall be applied to member schools that are declaring intent to sponsor that activity:

- Fall sports: June 1, prior to the start of season
- Winter sports: September 1, prior to the start of season
- Spring sports: January 1, prior to the start of season

Any member school not having declared intent in writing to the NDHSAA office by the deadline date and therefore not included in a statewide schedule may compete with an independent schedule but shall not be eligible for post-season competition that season.

All NDHSAA and NFHS rules and regulations shall apply to all teams sanctioned by NDHSAA and sponsored by the member school.

Motion by Jacobson to approve. Second by Moe. A roll call vote was taken: Moe – yes, Ulland – yes, Ranum – yes, Jacobson – yes, Maus – yes, Sanstead – yes, Eastgate – yes, Looyesen – yes, Helvik – yes, Swiontek – yes, Schatz – yes. Motion carried unanimously.

The Executive Secretary directed the Board to a letter from Hazelton-Moffit-Braddock asking to waive a late fee for a coop application with Linton for boys' and girls' track. Motion by Maus to deny. Second by Swiontek. A roll call vote was taken: Moe – yes, Ulland – yes, Ranum – yes, Jacobson – yes, Maus – yes, Sanstead – yes, Eastgate – yes, Looyesen – yes, Helvik – yes, Swiontek – yes, Schatz – yes. Motion to deny carried unanimously.

The Board reviewed the minutes of the September 13th meeting of the North Dakota Officials Association. From this meeting, because of the reported Social Security Income Cost of Living Adjustment of 5.8%, the NDOA is requesting the Board to consider a 2.5% increase in the recommended fee schedule. Motion by Helvik to table until the November meeting. Second by Swiontek. A roll call vote was taken: Moe – yes, Ulland – yes, Ranum – yes, Jacobson – yes, Maus – yes, Sanstead – yes, Eastgate – yes, Looyesen – yes, Helvik – yes,

Swiontek – yes, Schatz – yes. Motion carried unanimously. Carlsrud was directed to bring an adjusted officials fee schedule reflecting this proposed increase to the November meeting.

The Executive Secretary indicated to the Board a tournament policy adjustment. State softball should be added to the points list for life-time passes consideration for state tournament managers. Motion by Sanstead to add State softball to the list with a value of 3 points. Second by Ranum. A roll call vote was taken: Moe – yes, Ulland – yes, Ranum – yes, Jacobson – yes, Maus – yes, Sanstead – yes, Eastgate – yes, Looyesen – yes, Helvik – yes, Swiontek – yes, Schatz – yes. Motion carried unanimously.

The Board reviewed a Charitable Cause policy proposed by the staff. This was necessitated by schools requesting to waive uniform rules, etc when hosting a charity night at a basketball game. Motion by Maus to accept the policy with the addition the NDHSAA set the week to allow this. Second by Looyesen. After discussion, the motion and second were withdrawn. The Board directed this policy, as proposed, will be in place until the Board indicates any change:

Schools may host a contest in recognition of a charitable cause under the following conditions:

1. The contest or competition may be held during any one week, to be determined by each individual school, of the designated sport season.
2. A commemorative ribbon may be worn, properly placed on the jersey or school-issued uniform. Uniforms must conform to National Federation rules, including colors.
3. Team members may be allowed to wear headbands or wristbands of a solid non-regulation color.
4. Officials may be allowed to use a colored whistle.
5. Colored game balls will not be allowed, however they may be used during any warm-up period prior to the contest.

Swiontek reported the Northeast athletic administrators conducted a survey regarding the movement of the girls' basketball season to be the last tournament. This will be included in the Executive Secretary report.

The Executive Secretary presented his report.

1. A letter was sent out to the regional schools from Four Winds to inform them they will be playing an independent schedule in football.
2. BEK Communications of Steele has purchased the television rights for State Wrestling for \$2,000 and State Volleyball for \$1,000.
3. At the NDIAAA conference there was a discussion to switch the order of the Division B girls' and boys' basketball seasons. The Division B region chairpersons were asked to survey the member schools concerning this issue. At the present time, there is no proposal that has been brought forward concerning these seasons.
4. Received a letter from Supt. Johnson of Lisbon expressing concern as to how the current H1N1 will affect the handling of school contests, regular season as well as post-season.

5. A letter was received from the Principal at Shanley concerning the State A Girls' Golf Tournament. The letter was asking for a contingency plan in the event of inclement weather.
6. Moderators for the upcoming District Chairpersons meetings need to be selected. Volunteers were sought:
November meeting – Ranum
March meeting – Maus

The Board held audience with Supt. Koppelman of Valley City concerning a three-class plan with encouragement to reconsider the possibility of proposing a plan. Supt. Koppelman thanked the Board for all they do for the young people of North Dakota. Supt. Diegel of Edgeley also spoke on the three-class subject. The purpose of the audience is to bring forward the letter that had been submitted requesting consideration for a three-class system for volleyball and basketball. Swiontek indicated the letter would need to actually ask for a vote for Board action. Jacobson referred to the points of concern that were expressed during a survey of the member schools that was conducted last year. Swiontek stated this is something that should come from the membership rather than from the Board. With no motion, there was no further action.

The membership meeting which will be held the next day was discussed.

With no further business, President Schatz declared the meeting adjourned.

Respectfully Submitted,
Sheryl Solberg
Asst. to the Exec. Sec.

Signed: _____ Approved Date: ____/____/____