

NDHSAA Board of Directors Procedure for the Addition of a Classification in a Sport or Activity

I. Sports/Activities that currently consist of one division

<u>Required Action</u>	<u>Responsible</u>
Formal Written Request/Completed Proposal (must be presented to the NDHSAA Board of Directors one year prior to the beginning of the proposed season)	Member School or NDHSAA Board of Director(s)
Completed Proposal shall include the following:	
<ol style="list-style-type: none">1. Document illustrating history of sport/activity to date2. Document indicating support from a minimum of 60% of member schools sponsoring the sport/activity (school list with administrator signatures required)3. Verification the sport/activity will include a minimum of twelve (12) Class A teams and twelve (12) Class B teams in accordance with Article II, Section III of the NDHSAA Constitution & By-Laws4. District and/or region alignments5. Document indicating calendar/postseason ramifications6. Identify a contact person(s)	
Post Season Finance Study	NDHSAA Staff
Report of Impact to Existing or New Staff	NDHSAA Staff
Approval or Denial	NDHSAA Board of Directors

II. Sports/Activities that currently consist of two divisions

<u>Required Action</u>	<u>Responsible</u>
Formal Written Request/Completed Proposal (must be presented to the NDHSAA Board of Directors one year prior to the beginning of the proposed season)	Member School or NDHSAA Board of Director(s)
Completed Proposal shall include the following:	
<ol style="list-style-type: none">1. Document illustrating history of sport/activity to date2. Document indicating support from a minimum of 60% of member schools sponsoring the sport/activity (school list with administrator signatures required)3. Document indicating calendar/postseason ramifications4. District and/or region alignments	

5. Identify a contact person(s)

Post Season Finance Study	NDHSAA Staff
Report of Impact to Existing or New Staff	NDHSAA Staff
Approval or Denial	NDHSAA Board of Directors

III. Sports/Activities that currently consist of three or more divisions

Required Action

Responsible

Formal Written Request/Completed Proposal (proposal must include district and/or region Alignments)	Member School, NDHSAA Board of Director(s), or existing committee for the sport/activity
Post Season Finance Study	NDHSAA Staff
Report of Impact to Existing or New Staff	NDHSAA Staff
Approval or Denial	NDHSAA Board of Directors

Approved by the NDHSAA Board of Directors: