

**CONNECTICUT ASSOCIATION  
OF SCHOOLS**

**CONNECTICUT INTERSCHOLASTIC ATHLETIC CONFERENCE  
HANDBOOK**

**2004 - 2005**

**30 Realty Drive  
Cheshire, CT 06410  
Telephone (203) 250-1111 Fax (203) 250-1345  
web site - [www.casciac.org](http://www.casciac.org)**

**A Member of the National Federation of State High School  
Associations**

**A Member of the National Association of Secondary School  
Principals**

**A Member of the New England Council of Secondary Schools**

**A Member of the National Middle School Association**

CONNECTICUT INTERSCHOLASTIC ATHLETIC CONFERENCE  
30 Realty Drive, Cheshire, CT 06410  
Telephone (203) 250-1111 / Fax (203) 250-1345  
Web Site: www.casciac.org  
Mail@casciac.org

**Executive Staff**

MICHAEL H. SAVAGE  
Executive Director, CAS-CIAC

ANTHONY C. MOSA  
Asst. Executive Director, CIAC

KAREN PACKTOR  
Asst. Executive Director, CAS

EARLE BIDWELL  
Asst. Executive Director, CAS

PAUL HOEY  
Asst. Executive Director, CIAC

ROBERT CARROLL  
Asst. Executive Director, CAS

ANN MALAFRONTA  
Director of Unified Sports™

J. ROBERT FORD  
Director of Development

DENNIS CARRITHERS  
Asst. Executive Director, CAS

GEORGE HALL  
Asst. Director of Unified Sports™

MATTHEW FISCHER  
Director, Information Services

MICHAEL BUCKLEY  
Director, Ct. Principals' Center

---

The C.I.A.C. is an Equal Opportunity Employer

---

**ATTENTION**

**USE OF THIS HANDBOOK**

No decision affecting student athletes should be made based on an interpretation of a policy statement rendered in this handbook.

When in doubt, or when a policy needs to be interpreted, please call the CIAC office.

**Additional Copies of Handbook**

Additional copies of this HANDBOOK in limited numbers may be secured by writing the Executive Director, 30 Realty Drive, Cheshire, CT 06410. Remittance in the amount of \$12.00 for each copy picked up at the CIAC office; \$15.00 for each copy mailed out should be enclosed.

Schools have found that furnishing a copy of the HANDBOOK to coaches is a great help in providing eligibility information and in securing a better understanding of Connecticut Interscholastic Athletic Conference policies.

**- ORGANIZATION -**

BEFORE EACH SECTION IS A TABLE OF CONTENTS FOR THAT SPECIFIC SECTION.

LOCATED IN THE BACK OF THIS HANDBOOK IS AN INDEX WHICH LISTS BY TOPIC EACH ITEM FOUND IN THE BOOK.

THE USE OF THE TABLE OF CONTENTS BEFORE EACH SECTION AND/OR THE INDEX IN THE LAST PORTION OF THE HANDBOOK, SHOULD AID THE READER IN LOCATING INFORMATION QUICKLY.

THERE ARE TWELVE SECTIONS CONTAINED IN THIS HANDBOOK AND ARE LISTED AS FOLLOWS:

**1.0 THE CIAC STORY**

**2.0 CAS CONSTITUTION**

**3.0 CIAC BY-LAWS**

**4.0 ATHLETIC ADMINISTRATION**

**5.0 AWARDS**

**6.0 COMMITTEES**

**7.0 ELIGIBILITY**

**8.0 FEES AND FINANCE**

**9.0 MIDDLE LEVEL ATHLETIC GUIDELINES**

**10.0 NATIONAL FEDERATION**

**11.0 PERSONNEL**

**12.0 SEASON LIMITATIONS**

## **CIAC MISSION STATEMENT**

**THE CIAC BELIEVES THAT INTERSCHOLASTIC ATHLETIC PROGRAMS AND COMPETITION ARE AN INTEGRAL PART OF A STUDENT'S ACADEMIC, SOCIAL, EMOTIONAL AND PHYSICAL DEVELOPMENT. THE CIAC PROMOTES THE ACADEMIC MISSION OF SCHOOLS AND HONORABLE COMPETITION. AS SUCH, THE CIAC SERVES AS THE REGULATORY AGENCY FOR HIGH SCHOOL INTERSCHOLASTIC ATHLETIC PROGRAMS AND EXISTS TO ASSURE QUALITY EXPERIENCES THAT REFLECT HIGH ETHICAL STANDARDS AND EXPECTATIONS FOR FAIRNESS, EQUITY AND SPORTSMANSHIP FOR ALL STUDENT ATHLETES AND COACHES. THE CIAC PROVIDES LEADERSHIP AND SUPPORT FOR MEMBER SCHOOLS THROUGH THE VOLUNTARY SERVICES OF DEDICATED SCHOOL ADMINISTRATORS, ATHLETIC DIRECTORS, COACHES AND CONSULTANTS.**

## 1.0 THE CIAC STORY

	Page
1.1 Whom to Speak to in the Central Office .....	1
1.2 What Is CIAC .....	1
1.3 What are the Purposes of CIAC .....	1
a. CIAC Mission Statement .....	1
b. Who May Join .....	2
c. How is CIAC Governed .....	2
d. How Many Schools Belong .....	2
1.4 Membership Benefits and Responsibilities .....	2
1.5 How Funds are Derived and Expended in the CAS Operation .....	2
1.6 What Values May be Derived from Participation in CIAC Programs .....	3
1.7 What are the CIAC Controlled Sports .....	3
1.8 What Services Does CIAC Provide .....	3, 4
1.9 CIAC Annual Report 2003-04 .....	4, 5, 6
1.10 Unified Sports™ Program Annual Report 2003-04 .....	6
1.11 CHSCA Official Endorsement of CIAC .....	7
1.12 CABE Endorsement of CIAC .....	7
1.13 CAPSS Endorsement of CIAC .....	7
1.14 CAAD Endorsement of CIAC .....	8

**1.1 WHOM TO SPEAK TO IN THE CENTRAL OFFICE**

Financial Matters --	Mr. Savage or Mrs. Walsh, bookkeeper
Bulletin, Website --	Mrs. Packtor, Mr. Fischer
CIAC, CIAC Handbook, Record Book --	Mr. Savage, Mr. Mosa, Mr. Hoey
Special Programs, Banquets, Conferences --	Mrs. Packtor
Tournament Forms, Deadlines --	Mrs. Sylvester
Tournament Regulations --	Mr. Mosa
Rulebooks --	Mrs. Smith
Eligibility Questions --	Mr. Savage, Mr. Mosa, Mr. Hoey
Unified Sports™ Questions --	Mrs. Malafronte, Mr. Hall

**1.2 WHAT IS THE CIAC?**

Simply stated, the Connecticut Interscholastic Athletic Conference is a private, non-profit corporation organized to direct and control both boys and girls athletics in the secondary schools of Connecticut. The Conference is administered on a daily basis by an Executive Director and the assistants, plus an office support staff. The CIAC is the only Association which governs interscholastic athletic programs for secondary schools in Connecticut. It has serviced its membership since 1921.

**1.3 WHAT ARE THE PURPOSES OF THE CIAC?**

Interscholastic athletics for both boys and girls in Connecticut are considered to be an integral segment of the total educational program. It goes without saying that they should supplement, rather than serve as a substitute for, the traditional physical education and intramural programs in our member schools. The purposes of the organization are:

1. To supervise, direct and control interscholastic athletics in Connecticut so that they make the maximum contribution to the physical, mental, emotional, social and moral growth of member school participants.
2. To administer specific athletic programs by means of a constitution, by-laws, tournament regulations and efficient organization.
3. To establish the responsibility for the administration of CIAC-controlled interscholastic athletics and to carry out this responsibility within the letter and spirit of the rules.
4. To develop intelligent recognition of the proper place of interscholastic athletics in the education of our youth.
5. To nurture more cordial relationships among member schools by encouraging optimum standards of sportsmanship and citizenship.
6. To offer a program of interscholastic athletics that will provide for equitable competition among schools.

**1.3.a. CIAC MISSION STATEMENT**

The CIAC believes that interscholastic athletic programs and competition are an integral part of a student's academic, social, emotional and physical development. The CIAC promotes the academic mission of schools and honorable competition. As such, the CIAC serves as the regulatory agency for high school interscholastic athletic programs and exists to assure quality experiences that reflect high ethical standards and expectations for fairness, equity and sportsmanship for all student athletes and coaches. The CIAC provides leadership and support for member schools through the voluntary services of dedicated school administrators, athletic directors, coaches and consultants.

**1.3.b. WHO MAY JOIN THE CIAC?**

The CIAC is open to any public school whose application by the Chief Officer of the School District certifies that the school meets the statutory and regulatory requirements of the state Board of Education, and any non-public school which has been approved by the State Board of Education according to the Board's "Criteria and Procedures for Non-Public School Approval".

**1.3.c. HOW IS THE CIAC GOVERNED?**

The CIAC is governed by a Board of Control which is comprised of five officers, six representatives -- two from each of three classifications of schools -- three members of the Eligibility Committee and one assistant principal-at-large. The Board meets monthly during the school year.

**1.3.d. HOW MANY SCHOOLS BELONG?**

Currently 177 secondary schools enjoy membership in the CIAC. One hundred forty-three middle level schools are accorded associate membership status. Middle level school participation in interscholastic athletics has increased rapidly in the past few years as more and more schools discover the value of competition. Ninth graders in the middle level schools may, under certain conditions, compete on the athletic team of the parent high school.

**1.4 MEMBERSHIP BENEFITS AND RESPONSIBILITIES**

Membership in the CIAC entitles a school to schedule games with other regular members; to stage high school invitational tournaments under the sanction of the CIAC; to enter post-season championship playoffs in the 27 CIAC approved sports, and to receive all of the services rendered by the CIAC office.

Each member school has the responsibility of knowing and adhering to all CIAC rules and regulations and administering its athletic programs according to those rules. Schools or leagues may make rules more restrictive than those of CIAC but may not relax CIAC requirements.

**1.5 HOW FUNDS ARE DERIVED AND EXPENDED IN THE CAS-CIAC OPERATION**

Each member school pays dues to CAS based on school classification. Currently, dues are \$3,870 per CIAC member school, \$590 per middle level school. Elementary school dues are as follows:

\$325 for the first school and \$100 for each additional school for districts enrolling ALL of their elementary schools and paying with one check. If enrolling fewer than all district elementary schools, dues are \$325 per school.

In addition, the CIAC meets some of its expenses through the sale of tickets to tournament contests as well as by the assessment of entry fees on schools for participation in various tournaments.

## 1.6 WHAT VALUES MAY BE DERIVED FROM PARTICIPATION IN CIAC PROGRAMS?

An athlete who participates in the CIAC interscholastic sports program of post-season playoffs and sanctioned invitational competition has an opportunity to complement his academic education through association with his/her peers in a well-organized and regulated program which promotes physical fitness.

In addition, the athlete learns the value of good sportsmanship and citizenship and gains self-reliance and understanding of the necessity for self-discipline and hard work to attain success.

Here are some reasons most commonly offered in support of interscholastic athletics from a survey by the National Association of Secondary School Principals:

1. Interscholastic athletics develop good school competition.
2. Under proper auspices, they provide wholesome competition.
3. They teach the value of sportsmanship and teamwork.
4. They emphasize desirable social conduct and social adjustment.
5. They promote pupil interest in school life.
6. They provide an outlet for abundant energy.

## 1.7 WHAT ARE THE CIAC-CONTROLLED SPORTS?

BOYSFall

Cross Country  
Football  
Soccer

Winter

Basketball  
Ice Hockey  
Indoor Track  
Swimming  
Wrestling

Spring

Baseball  
Golf  
Lacrosse  
Outdoor Track  
Tennis  
Volleyball

GIRLS

Cross Country  
Field Hockey  
Soccer  
Swimming  
Volleyball

Basketball  
Gymnastics  
Indoor Track

Golf  
Lacrosse  
Softball  
Tennis  
Outdoor Track

## 1.8 WHAT SERVICES DOES THE CIAC PROVIDE?

PROTECTS and safeguards the welfare of the athlete through the enforcement of eligibility and tournament regulations.

EMPLOYS tournament directors for 27 tournament sports whose responsibility it is to properly administer and supervise the operation of CIAC tournaments.

PROVIDES rulebooks to schools and officials associations in all sports in which high school rulebooks are published.

SUPPLIES free of charge to member schools -- eligibility forms, track and field entry cards and swimming entry cards.

PUBLISHES monthly a BULLETIN of CIAC activities including minutes of all meetings and news of official CIAC functions.



PURCHASES awards which are given to teams and schools which earn CIAC championships and runner-up positions and to individuals who place highly in CIAC sports championships.

REGULATES and controls tournaments and meets; promotes good rapport between schools; sanctions international, national and regional sports competition.

MAINTAINS membership and works actively with the following organizations: AAU, Connecticut Association of Health, Physical Education and Recreation; New England Lawn Tennis Association; Connecticut High School Coaches Association; Connecticut Association of Athletic Directors; Connecticut Association of Interscholastic Officials; Connecticut Medical Society; Connecticut Association of Boards of Education; Connecticut Association of Public School Superintendents; all of the Connecticut officials associations; the National Federation of State High School Associations; the National Association of Secondary School Principals; and the National Middle School Association.

CONDUCTS championship playoffs in 27 controlled sports for boys and girls.

### 1.9 2003-04 CIAC BOARD OF CONTROL ANNUAL REPORT

(Presented prior to Annual Business Meeting on May 13, 2004)

- \* **GOALS:** The CIAC developed goals and objectives in three domains of the CAS Strategic Plan: (1) organizational structure; (2) public relations/state presence; and (3) fiscal/funding.
- \* Our efforts to recruit members from among under-represented groups to serve on CIAC Boards and committees resulted in seven (7) additional female member school administrators and five (5) additional retired administrators serving on sport committees.
- \* The board also sought to expand and coordinate the delivery of programs and services to coaches. To date, CIAC has worked with CHSCA to design educational units around the fourteen coaching competencies. CIAC has also endorsed the CAAD in-service curriculum containing five modules to address the fourteen competencies. It is the thought of the board of control that a single delivery system partnered by the three major organizations will be most effective and efficient in the education and training of coaches. The board will continue its efforts toward unifying these organizations for this educational purpose. Next year's budget includes \$5,000 for designing in-service programs.
- \* We are moving forward in our efforts to provide assessment and technical support for member schools involved in character development and the promotion of sportsmanship. Plans of action are being developed which include the establishment of an advisory committee and the creation of self-assessment and evaluation instruments.
- \* Significant gains were made this year in the use of technology for data collection and management and for disseminating information regarding athletics and programs. All tournament entry forms are on-line; tournament pairings for all team sports are automated; data management and access has been eased and refined for member school use; and tournament packets are more 'user friendly.'
- \* In the area of public relations, the representative members of the CIAC board meet annually with the chairs of the Education Committee of the state legislature. Further, we encourage our athletic leagues throughout the state to conduct bi-annual meetings with area legislators. To date, five (5) such league meetings have taken place and more are planned. In addition, the board promoted an increased use of the on-line Legislative Action Center to track sports-related legislation. Our purpose with these efforts is for the board and its member schools to establish positive and productive lines of communication with state level policy makers; to become better informed ourselves regarding legislative initiatives; to position ourselves for action when and if such is necessary; and to promote legislation that would serve the best interests of high school athletes.
- \* In the area of fiscal policy, the CIAC board of control seeks to expand its voice in matters of corporate sponsorships. The organization remains solvent and continues to meet its anticipated budgetary goals. Its revenue, to a large extent, continues to come from game receipts. The board implemented a systematic and comprehensive system for determining ticket prices for all sports. Ever-increasing

tournament costs continue to put pressure on each sport committee. However, the committees function very effectively and meet these demands responsibly. They monitor game expenses and seek new cost containment measures. No corporate money for CIAC activities was used to offset operational expenses. At the beginning of the 2003-04 year, \$71,200 was disbursed from the endowment account to CIAC member schools (\$400 per school) in keeping with our commitment to return to our member schools a percentage of the endowment fund for their use in maintaining and improving their interscholastic athletic programs.

- \* **GIRLS SPORTS:** Spring 2004 marks the second year for tournament play in girls' golf and the first year for tournament play in girls' lacrosse with 52 varsity teams in Connecticut high schools. Girls' soccer changed this year from a 50% to a 40% level for tournament qualification.
- \* **SPORTS MEDICINE:** The CIAC board has alerted all member schools of the requirement beginning with the 2004 fall season that all field hockey players shall be required to wear eye protection. The Connecticut Sports Medicine Committee has strongly recommended this action due to the number of serious injuries that have been sustained by players. The Field Hockey Committee also endorsed this regulation. Also, effective this spring, all girls lacrosse players are required to use eye protection for the same safety reasons.
- \* **CORPORATE DEVELOPMENT ACTIVITIES:** This school year saw some changes in our corporate development program and support. Sponsorships have changed and/or been reduced with several major partners. The following sponsorships are maintaining their support of CIAC activities -- Coca-Cola, McDonalds, Martin Screen Printing, Konica, Rawlings, Baden, Spalding, Toyota, Kukulski Brothers, Dattco Bus Company, Connecticut Sun, NBC Channel 30, Dunkin Donuts, Bob's Stores, IGA, Art Byrne Foundation, the United States Marines and the United States Air Force.
- \* **CHALLENGES AND SIGNIFICANT ACTIVITIES IN SPORT REGULATION:**
  1. **Out-of-Season Rule** -- Changes to the out-of-season regulation were approved by the CIAC board of control at its December 11, 2003 meeting. There are two major changes to the regulation: (1) the addition of the definition of "member school athletes" and, (2) a change in the number of athletes that each coach is allowed to coach in a non-school team setting. The revisions affect Article XII ("Out-of-Season Play"), Section 2.0 ("During School Year Out-of-Season Including Summer") of the CIAC by-laws. The changes became effective immediately upon notification of member schools and will remain in effect until a vote of the membership on May 13, 2004.
  2. **Eligibility Rule III - Penalties:** The CIAC board replaced the penalty language in Article IX (Code of Eligibility), Section III with the following: "Violations of any part of Rule II, Student Eligibility, shall mean that the student is suspended from all interscholastic athletics until he or she has been reinstated by the CIAC board of control."
  3. **School Choice:** At its meeting of March 18, 2004, the CIAC board of control approved the following recommendations of the "school choice" committee. The committee was composed of superintendents, principals, assistant principals, and athletic directors.
    - A. Effective immediately, the school choice statement contained in the CIAC Code of Eligibility will be defined in the same manner as the one used by the Connecticut State Department of Education. Regional vocational technical and regional vocational agricultural centers should be added to the existing regulation. CIAC non-public schools should not be included in the CIAC school choice definition since they are not listed as a school of choice by the State Department of Education. Schools that are privately funded will not be considered schools of choice by the CIAC.

B. The Sound School of New Haven will be viewed as an anomaly by CIAC since it is the only known state vocational agricultural center which does not sponsor interscholastic athletics programs. Sound School is located in the Wilbur Cross High School district. Therefore, by New Haven Board of Education edict, all athletes attending Sound School will have the right to participate in the Wilbur Cross High School's interscholastic athletic program under the same CIAC and school district eligibility regulations that apply to students in all other schools. In addition, all Sound School athletes will have the choice of playing for Wilbur Cross High School or for the public high school which they would normally attend if school choice legislation were not in effect.

\* Thanks to ... service of principals, assistant principals, consultants, coaches, athletic directors and sports committees. Special thanks to Mike, Tony, Mike, Karen, Judy, Joyce and all the CIAC staff.

E. Patricia Llodra  
Chair, CIAC Board of Control

**1.10 2003-04 UNIFIED SPORTS™ ANNUAL REPORT**

Highlights include:

\* Offering our first elementary showcase at Keeney School in Manchester in October, which attracted three new schools.

\* Soccer season brought an outstanding celebration dinner hosted by East Hartford High School, following their successful event!

\* 473 youngsters enjoyed our seven offerings of Unified Sports™ basketball. New teams included East Hampton, Plainfield, RHAM, West Shore Middle School of Milford and a Shoreline team comprised of middle school athletes and partners from Guilford, Madison and Clinton.

\* The city-wide fieldhouse in New Haven was the wonderful new site for our Spring Elementary Day. The track teams from Hillhouse, Hamden and Amity led the children in their four sport activities. May will bring us to Conard High School with over 200 young participants registered to date.

\* It is with great anticipation that we plan for our first Michaels Cup Unified Sports™ award luncheon. We are thrilled to be included in the Michaels Cup festivities and overjoyed to have our own celebration fools, groups and individuals that have contributed so much to the success of this program.

\* Our newest Unified Sport™ is track. Norwich Free Academy has taken the lead to help kick-off this new initiative for us, with our first track meet planned for May 12, 2004, at Norwich Free Acacemy.

Unified Sports™ continues to grow and enrich the lives of so many individuals each year. It is the volunteer coaches, officials, partners and school administrators that make this program work so well.

Ann Malafrente, Director  
George Hall, Assistant Director

**1.11 CONNECTICUT HIGH SCHOOL COACHES ASSOCIATION'S ENDORSEMENT OF CIAC AS REGULATORY AGENCY**

The Connecticut High School Coaches Association states its unequivocal support and endorsement of the Connecticut Interscholastic Athletic Conference as the only agency that should regulate the athletic programs of schools in Connecticut. CHSCA recognizes the positive relationships that have existed for years between the two groups. CIAC is assured that its collective voice will be heard. We may continue to have different philosophical views. However, it should be most clear that any non-school related agency could not possibly serve the needs and interest of school athletics in the state. Although, unfortunately, there is a very small number of individuals who sometimes publicly criticize the actions of CIAC, the great majority of coaches realize that CIAC actions result for the most part on recommendations from sport committees, which include representation from coaches. CHSCA stands ready to utilize its statewide network of coaches to assist in the CIAC meeting any and all challenges from its regulatory function of school athletics in the state of Connecticut.

Voted CHSCA Board of Directors October 1993

**1.12 CONNECTICUT ASSOCIATION OF BOARDS OF EDUCATION ENDORSEMENT OF CIAC**

The Connecticut Association of Boards of Education endorses CIAC's authority to determine eligibility for interscholastic athletics.

Voted CABE Board of Directors March 30, 1998

**1.13 CONNECTICUT ASSOCIATION OF PUBLIC SCHOOLS SUPERINTENDENTS ENDORSEMENT OF CIAC -- POSITION STATEMENT**

1. Superintendents must not permit or endorse any change in CIAC rules and regulations which would compromise either the organization's eligibility standards for student participation in athletics or the CIAC's ability to monitor the application of those rules and regulations.
2. CIAC eligibility requirements are monitored through the organization's designated member schools. Membership is based upon an institutional recognition by CIAC, including private schools approved by the State Department of Education.
3. Eligibility to participate in interscholastic athletics is not to be extended to any student whose program is not under the direct supervision of a CIAC member school.
4. Any participation in interscholastic athletics at the local district level must be governed by what is permitted under CIAC eligibility standards and the enforcement/monitoring of those standards.
5. Participation in interscholastic athletics has been and is limited to those students registered in the member schools/school districts. These students must follow all existing school practices as stated in Board of Education policy/regulations and the schools' student handbooks. This requirement is in the best interest of the students of Connecticut.

Adopted CAPSS Board of Directors February 6, 1998

**1.14 CONNECTICUT ASSOCIATION OF ATHLETIC DIRECTORS ENDORSEMENT OF CIAC**

The Connecticut Association of Athletic Directors (CAAD) endorses the Connecticut Interscholastic Athletic Conference (CIAC) as the sole regulatory body for interscholastic athletics in Connecticut. Throughout the decades of the previous century, the CIAC demonstrated the principle that it espouses in its mission statement; namely, the promotion of interscholastic athletics in a manner that assures quality experiences for all concerned. The twenty-first century will see many changes in interscholastic athletics in our nation, including significant changes in Connecticut. It is the CIAC that is best qualified to manage those changes. CAAD joins with the CIAC in its intention to offer programs and contests that demonstrate high ethical standards, fairness, and sportsmanship for Connecticut's student-athletes and coaches; therefore, this endorsement is offered without qualification.

Adopted CAAD Board March 7, 2002

**THE CONNECTICUT ASSOCIATION OF SCHOOLS, INCORPORATED**  
***“SERVING SCHOOLS AND PRINCIPALS”***  
**30 Realty Drive, Cheshire, Connecticut 06410**  
**Telephone (203) 250-1111 / Fax (203) 250-1345**  
**Web site - [www.casciac.org](http://www.casciac.org)**

**ARTICLES OF INCORPORATION**

**CONSTITUTION**

**2004**

**Amended and Restated**  
**Articles of Incorporation and Bylaws of**  
**The Connecticut Association of Schools, Inc.**

Revised 5/13/04

2.0 CAS CONSTITUTION

THE CONNECTICUT ASSOCIATION OF SCHOOLS CONSTITUTION

	Page
L Organizational Chart .....	Appendix
Article I - Name .....	1
Article II - Purpose .....	1
Article III - Membership .....	1
Section A. Classes of Membership .....	1
B. Admission to Membership .....	2
C. Termination of Membership .....	2
D. Legal Action - Legal Expenses .....	2
E. Bulletin - Official Organ .....	3
Article IV - Organization .....	3
Section A. Officers of Association .....	3
B. Board of Directors .....	4
C. Executive Director .....	7
D. Legislative Body .....	7
E. Boards of Control.....	8
F. Associations of School Principals .....	9
G. CAS Principals' Center .....	11
H. Standing Committees .....	11
I. Nominating Committee .....	11
J. Awards and Recognition Committee .....	12
K. Conduct of Meetings .....	13
Article V - Interscholastic Athletics .....	13
Section A. Board of Control .....	13
B. Committee on Eligibility .....	14
C. Eligibility Committee Review Board .....	14
Article VI - Student Activities .....	15
Section A. Board of Control .....	15
Article VII - Control .....	15
Section A. General .....	15
B. Suspension and Reinstatement .....	15
C. Appeals .....	16
Article VIII - Benefits of Net Earnings .....	16
Article IX - Dissolution or Termination .....	16
Article X - Indemnification .....	16
Article XI - Immunity of Directors or Officers .....	16
Article XII - References to Code .....	17
Article XIII - Amendments .....	17

**ARTICLE I - NAME**

The name of this corporation shall be The Connecticut Association of Schools, Inc. (CAS). The Constitution of the Connecticut Association of Schools, Inc., as here amended shall be deemed the Articles of Incorporation of the Corporation.

**ARTICLE II - PURPOSE**

**Section A.** The nature of the activities to be conducted and the purposes to be promoted or carried out by the Association shall be exclusively charitable, scientific, and educational within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986 (the "Code"), as the same may be amended from time to time, and shall include the following:

1. To advocate for and further the interests of elementary, middle level and high school education through cooperative action; to promote strong educational leadership; to provide leadership for member schools in the areas of curriculum, staff improvement, and student learning; to encourage and facilitate worthwhile activities and useful learning experiences for Connecticut youth and recognize and celebrate excellence among students, teachers, administrators, and schools; and, to maintain, through appropriate activities, associations, committees, boards of control and properly established organizations of this Association, effective supervision and uniform regulation and control of all inter-school student programs.
2. To engage in any lawful act or activity for which a corporation may be organized under the Non-Stock Corporation Act of the State of Connecticut.

**Section B.** The Association is non-profit and shall be a non-stock corporation under the Non-Stock Corporation Act of the State of Connecticut.

**ARTICLE III - MEMBERSHIP**

**Section A. Classes of Membership**

1. **Class I Institutional Members**

Any public or non-public elementary, middle level or high school which is approved by the State Board of Education for certification and tuition purposes. Upon approval of its application for membership and payment of dues and assessments established for the purpose, such school shall be admitted to general membership in the Connecticut Association of Schools, provided however, that membership in the Connecticut Interscholastic Athletic Conference (CIAC), while a board of control within the Connecticut Association of Schools, shall be considered separate, requiring an additional application and payment of additional dues and assessments levied by the Connecticut Association of Schools for such membership.

No school may be considered for membership in the Connecticut Interscholastic Athletic Conference (CIAC) which has not been admitted to general membership in the Connecticut Association of Schools, Inc.

Principals and assistant principals of member schools shall by virtue of such membership be eligible for membership in one of the associations of school principals within the Connecticut Association of Schools and be eligible for appointment to membership on boards and committees of the Connecticut Association of Schools except as otherwise stipulated in this Constitution.



**2. Class II Members**

The sole Class II member shall be the Connecticut Schools Corporation or its successor organization. The Class II member shall have the right to vote on amendments to the Constitution and on all fundamental changes of the Connecticut Association of Schools, Inc.

**3. Associate Individual Member**

The following shall be eligible for non-voting, associate individual membership and may be appointed to committees as non-voting consultants:

- a. Principals of non-member schools which would qualify for institutional membership under Article III, Section A.
- b. Administrative assistants concerned primarily with Connecticut elementary, middle level or secondary education.
- c. Members of departments of education in Connecticut colleges and universities.
- d. Members of the State Department of Education having direct involvement in elementary, middle level or secondary education.
- e. Honorary members as elected by the Connecticut Association of Schools
- f. Retired principals or assistant principals.
- g. Aspiring principals enrolled in graduate programs in school administration and/or teachers holding administrative certification.

**4. Life Member**

Any principal of a member school, or any associate individual member may be granted non-voting life membership upon retirement by vote of the Legislative Body or by two-thirds vote of the Board of Directors of the Connecticut Association of Schools.

**Section B. Admission to Membership**

Schools shall be admitted to membership by a majority vote of either the Board of Directors of the Connecticut Association of Schools or the Legislative Body.

**Section C. Termination of Membership**

A member school may resign from the Connecticut Association of Schools by submission to the president of written intention to do so.

**Section D. Legal Action****1. Legal Action Against the Association by a Member School**

Any institutional or associate individual member which initiates legal action to overturn, stay or enjoin the final and binding decision of the Board of Directors of the Connecticut Association of Schools, and is subsequently unsuccessful in seeking such an award will be liable for all costs and attorneys' fees incurred by the Connecticut Association of Schools in defending against such action. Further, should the Connecticut Association of Schools be forced to initiate legal action to collect the aforementioned costs and attorneys' fees, the institutional or individual associate member shall be additionally liable for the Connecticut Association of Schools costs and attorneys' fees resulting from the collection action.

**2. Legal Expenses Incurred by the Association in Due Process Proceedings**

Any institutional or individual associate member which, in the exercise of due process, employs legal counsel to initiate and/or conduct hearing procedures which then require a board of control, an association of school principals or the Board of Directors of the Connecticut Association of Schools to engage legal counsel to assist in or moderate procedures or to defend an action of a board of control, association of school principals or Board of Directors of the Connecticut Association of Schools, and is subsequently unsuccessful in its attempt to overturn, alter or stay a ruling of a board or association, shall be liable for all costs and attorneys' fees incurred by an association or board in the matter at issue. Further, should the Connecticut Association of Schools be forced to initiate legal action to collect the aforementioned costs and attorneys' fees, the institutional or individual associate member shall be additionally liable for the Connecticut Association of Schools costs and attorneys' fees resulting from the collection action. Notwithstanding other costs as otherwise described in this article, no student or legal guardian shall be assessed any legal fees or costs incurred by the Board of Directors of the Connecticut Association of Schools, a board of control or an association of schools for any appeal initiated by and processed by an individual student or individual legal guardian.

**Section E. The BULLETIN the Official Organ of the Connecticut Association of Schools**

The Board of Directors, through the central office of the Connecticut Association of Schools, shall cause to be prepared periodically through the school year and distributed to both institutional and individual associate members of the Connecticut Association of Schools, and to other recipients as determined by the Board of Directors, an official publication of the Connecticut Association of Schools which shall be known as THE BULLETIN, subscription to which shall be a benefit of membership.

**ARTICLE IV - ORGANIZATION**

**Section A. Officers of the Connecticut Association of Schools**

**1. Positions**

The officers of the Connecticut Association of Schools shall be a president, president-elect, secretary-treasurer, vice president representing high schools, vice president representing middle schools and vice president representing elementary schools. These officers shall be recommended by the Nominating Committee and elected by the Legislative Body. Each such officer shall be the principal of an institutional member school.

**2. Terms of Office**

The term of office of the president, president-elect and vice presidents shall be one year. No person shall serve as president or president-elect for more than two consecutive terms of one year each. In no event shall the total amount of service by one individual serving as a vice president exceed ten consecutive years. The terms of office shall be from July 1 through June 30 of the following year, or until their successors have been duly qualified for office. The term of office for the position of CAS Secretary-Treasurer shall be two (2) years. The individual serving as Secretary-Treasurer is eligible to serve three consecutive two-year terms.

**3. Duties**

President. The president shall preside at all meetings of the Legislative Body and of the Board of Directors of the Connecticut Association of Schools, sit ex-officio on all committees, associations and boards, call the annual and special meetings as needed, and otherwise perform the duties usually performed by presiding officers.

President-elect. The president-elect shall assume the duties of the president in his/her absence and perform such duties as may be delegated by the president.

Secretary-Treasurer. The secretary-treasurer shall keep records of all meetings, conduct correspondence and prepare records as he/she may be instructed. The secretary-treasurer shall also be responsible for the receipt and deposit of all association funds and the payment of all approved Connecticut Association of Schools obligations. He/she shall receive all financial statements and revenues from the association of school principals and several boards of control and submit such audited reports as may be required of him/her by the board of directors of the Connecticut Association of Schools.

- a. An assistant treasurer may be chosen by each association of schools and board of control. He/she shall be responsible for the management of all income and expenses of activities approved by the Board of Directors of the Connecticut Association of Schools until such time as the activity has been completed. At that time a financial statement and all funds shall be deposited with the treasurer of the Connecticut Association of Schools. The assistant treasurer is not an officer of the Connecticut Association of Schools.
- b. Any funds appropriated for the use of any board of control, association of school principals or any other committee in carrying out its functions shall be processed in a manner determined by the Board of Directors of the Connecticut Association of Schools.

Vice President. The vice presidents, along with each of the other officers, shall serve as members of the executive committee of the Connecticut Association of Schools. As such, they shall make annual budget recommendations to the CAS Board of Directors which will be based upon careful consideration of the operational and organizational needs of the Connecticut Association of Schools as well as each association of school principals, each board of control, and the Principals' Center. Members of the executive committee shall also be responsible for working with the executive director to establish goals and objectives and to set financial and programmatic priorities at the beginning of each school year. A vice president shall assume the duties of the treasurer and/or president-elect upon the resignation, incapacity, or death of either or both until an interim treasurer and/or president-elect is/are elected by the board of directors of the Connecticut Association of Schools.

## **Section B. The Board of Directors of the Connecticut Association of Schools**

### **1. Composition**

- a. The voting members of the Board of Directors of the Connecticut Association of Schools shall consist of:
  - i. The officers of the Connecticut Association of Schools
  - ii. The immediate past president
  - iii. One representative from each of the three classes of high schools of the Connecticut Association of High School Principals (CAHSP): large, medium and small. These classes shall be determined by the board of directors of the Connecticut Association of Schools based on the total enrollment of Grades 10-12, as of October 1 in the even numbered years. Each class will consist of approximately one third (1/3) of the institutional member schools so determined. Such representatives shall be principals of institutional member schools.
  - iv. Two representatives of middle level schools of the Connecticut Association of Middle School Principals (CAMSP). Such representatives shall be principals of institutional member schools.

- v. Five representatives of elementary schools of the Connecticut Association of Elementary School Principals (CAESP). Such representatives shall be principals of institutional member schools.
  - vi. One assistant principal representing any of the three levels of membership (elementary, middle or high).
  - vii. The chairperson, or alternate, of each board of control sponsored by the Association (CIAC and SABC).
  - viii. The president, or equivalent, of each association of school principals (high, middle and elementary) sponsored by the Connecticut Association of Schools.
- b. Consultants without vote shall include the executive director of the Connecticut Association of Schools; the associate and assistant executive directors of the Connecticut Association of Schools; the director of the division of Curriculum and Professional Development, State Department of Education; a representative of the Connecticut Association of Public School Superintendents; and such other consultants as the CAS Board of Directors may determine.
  - c. A majority of these directors must be directors of the Connecticut Schools Corporation. Sixteen (16) members of the Board of Directors, holding the positions hereinafter named, shall serve as directors on the Board of Directors of the Connecticut Schools Corporation: the president, the president-elect, the vice presidents, the secretary-treasurer, one assistant principal representative, the chairs of the Student Activities Board of Control, the presidents or the equivalent of the Connecticut Association of High School Principals, the Connecticut Association of Middle School Principals, the Connecticut Association of Elementary School Principals and the chairperson of the CIAC Board of Control; two elected high school representatives, one elected middle school representative and one elected elementary school representative.
  - d. All directors from B.1.a.iii-vii. will be elected for two year terms. These directors shall not serve consecutively more than two terms of two years each.

## 2. **Executive Committee**

- a. **Committee Composition.** The officers of the Connecticut Association of Schools, and the chair and treasurer of the Connecticut Interscholastic Athletic Conference Board. The Executive Director of the Association shall serve as a non-voting consultant.
- b. **Committee's Duties and Powers.** The Executive Committee shall: have general supervision of the affairs of the Association between the meetings of the Board of Directors; fix the hour and place of meetings; make annual budget recommendations to the CAS Board of Directors which will be based upon careful consideration of the operational and organizational needs of the Connecticut Association of Schools as well as each association of school principals, each board of control, and the Principals' Center; be responsible for working with the executive director to establish goals and objectives and to set financial and programmatic priorities at the beginning of each school year; and, perform other duties as are specified in these bylaws. None of its acts shall be in conflict with action taken by the Board of Directors.
- c. **Meeting of the Executive Committee.** Will be called by the president of the Association.

### 3. **Duties and Responsibilities**

The duties of the Board of Directors of the Connecticut Association of Schools shall be to:

- a. Provide a clearinghouse for professional activity among the institutional and associate individual members.
- b. Have charge of the programs of all Connecticut Association of Schools meetings.
- c. Act as a liaison with the State Department of Education, the National Association of Secondary School Principals, National Middle School Association, National Association of Elementary School Principals, and all other national, regional, or state organizations as occasion demands.
- d. Appoint a representative to the College Entrance Examination Board for a single term of three years.
- e. Make appointments as may be needed, including standing committees.
- f. Fill, until the next election, any vacancies occurring on the CAS Board of Directors.
- g. Determine the fiscal year for the Connecticut Association of Schools.
- h. Annually cause a budget for the Connecticut Association of Schools to be prepared and submitted to the Legislative Body for approval, said budget to include budgets submitted by each association of school principals, board of control and the Principals' Center and approved and or amended by the CAS Board of Directors together with such further proposed expenditures as the CAS Board of Directors shall deem essential to operate the Connecticut Association of Schools and its office.
- I. Maintain a reserve fund sufficient to support the activities operated by each board of control, association of school principals and the Principals' Center for the ensuing year.
- j. Decide the manner of approval and payment of Connecticut Association of Schools bills; provide for the auditing of accounts and for the bonding of individuals in a fiduciary capacity.
- k. Receive reports and financial statements of all Connecticut Association of schools sponsored activities.
- l. Recommend the annual dues and assessment for all classes of members to the Legislative Body.
- m. Determine the manner by which monies appropriated from Connecticut Association of Schools funds for the use of any board of control, association of school principals and the Principals' Center, in carrying out its functions shall be processed.
- n. Make recommendation to the Legislative Body.
- o. Assume all duties, powers and responsibilities of the Legislative Body between annual meetings, subject to the approval of the Legislative Body at the annual or special meeting.
- p. Appoint the executive director, determine his/her duties, tenure of office and remuneration.

- q. Cause, when requested by a board of control, an association, or the Principals' Center to do so, the Legislative Body to be divided for discussion and action on proposed legislation which will have primary effect on the members so divided.
- r. Cause the several boards of control and association of school principals to establish and update by-laws covering matters under their jurisdiction.
- s. Approve by-laws of all association of school principals and all boards of control except the CIAC Board of Control.
- t. Any changes in the CIAC Board of Control By-laws will be approved by the CIAC membership at the Annual Meeting of the Connecticut Association of Schools except that changes needed in the course of the year may be made by the CIAC Board of Control to be ratified by the CIAC membership at the Annual Meeting.

**Section C. Executive Director**

- 1. The executive director shall act as the executive agent of the Connecticut Association of Schools, and shall be responsible to the CAS Board of Directors.
- 2. The executive director of the Connecticut Association of Schools shall be the same person as the executive director of the Connecticut Schools Corporation.

**Section D. The Legislative Body**

**1. Composition**

The Legislative Body shall consist of two classes of voting members as set forth in Article III of this Constitution. Class I members shall be the institutional members of the Connecticut Association of Schools. The sole Class II member shall be the Connecticut Schools Corporation or its successor organization. The principal shall be the sole representative of his/her school and shall have one vote. If unable to attend a meeting of the Legislative Body he/she may designate in writing that the assistant principal or other building administrator of equivalent rank will act as alternate in his/her place. No delegate or alternate shall represent more than one school unless he/she is the appointed principal of each school. The voting representative of the Class II member shall be the president of the Class II member or his/her designate.

Institutional member schools which affiliate with the Connecticut Interscholastic Athletic Conference (CIAC) through additional application and payment of additional dues shall, in any business before the Connecticut Association of Schools, have four (4) additional votes, for a total of five (5) votes which shall be cast by the principal or his/her alternate. Such schools shall be termed CIAC member schools.

The sole Class II member, the Connecticut Schools Corporation, shall have the right to vote only on all amendments to the Constitution and on all fundamental changes to the Connecticut Association of Schools, Inc.

**2. Duties and Powers**

The duties of the Legislative Body shall be to:

- a. Meet annually in May or June, at the call of the president of the Connecticut Association of Schools.

- b. Meet at such other times as may be ordered by the Board of Directors of the Connecticut Association of Schools, or upon the written request of any association of school principals or board of control or of five member schools to the CAS Board of Directors or the president. Such special meetings must be called by the president within two weeks after the request has been received.
- c. Receive reports of officers and committees, and sponsored activities.
- d. Determine the annual dues and assessment for all classes of members, which shall be due and payable on September 1 of each school year. Those not paid by October 1 shall be notified by return registered letter from the treasurer of the Connecticut Association of Schools. Subsequent to November 1 of that year, a school whose dues are not paid shall be termed delinquent and membership shall be automatically suspended until such dues are paid, or unless the principal certifies that the payment of dues is in process.
- e. Act upon the total annual budget recommendations as proposed by the CAS Board of Directors for each association of school principals and each board of control, the Principals' Center and the office of the Connecticut Association of Schools without respect to individual items contained therein.
- f. Elect officers of the Connecticut Association of Schools, members of the CAS Board of Directors, chairpersons and members of boards of control, and a nominating committee for the ensuing year.
- g. Perform such other duties not otherwise expressly delegated as may be necessary for the welfare of the Connecticut Association of Schools.

**Section E. Boards of Control**

**1. Purposes**

There shall be boards of control as provided in Articles V and VI, to encourage, supervise, regulate and control interscholastic activities and programs. The conduct and control of all interscholastic programs shall be vested in boards of control, the members of which shall be elected by the Legislative Body.

**2. a. Terms of Office (Except the CIAC Board of Control)**

Chairpersons and members of the boards of control except the CIAC Board of Control shall be elected for two-year terms. No member shall serve more than two consecutive terms of two years. The chairperson of each board of control must have served as a member of that Board of Control. In no event shall the total amount of service by one individual as member and chairperson exceed eight consecutive years, except that the past chairperson of the CIAC shall serve until succeeded.

**b. Terms of Office (CIAC Board Only)**

The chairperson and elected members of the CIAC Board of Control shall be elected for two-year terms. No elected member shall serve more than two consecutive terms of two years each except that members of the CIAC Eligibility Committee may serve three consecutive terms of two-years each. In no event shall the total amount of service by one individual elected to the Board as member and as chairperson exceed eight consecutive years, except that the past chairperson of the CIAC shall serve until succeeded. The assistant chairperson, secretary and treasurer of the CIAC Board shall be appointed by the CIAC Board of Control. The chairperson, assistant chairperson, secretary and treasurer of the CIAC Board of Control must have served as a member of the CIAC Board of Control. The assistant chairperson, secretary

and treasurer and any non-voting member appointed by the Board of Control shall serve at the pleasure of the Board.

3. **Membership**

Voting members of all boards of control shall be the principals and assistant principals of institutional member schools. Each board except the CIAC Board of Control may recommend up to two additional members to serve as elected members with voting privileges, such members to be assistant principals. The CIAC Board of Control will recommend one assistant principal at-large to serve as an elected member with full voting privileges.

4. **By-Laws**

Each board of control shall establish its own by-laws, provided they are not in conflict with this Constitution as interpreted by the Board of Directors, and such by-laws shall be made available to the member schools.

5. **Enforcement**

Each board of control shall establish procedures for the enforcement of its regulations consistent with this Constitution and for the penalties pertaining thereto.

6. **Other Duties and Responsibilities**

Each board of control shall have such duties and responsibilities not otherwise expressly provided for in the Constitution necessary to carry out its objectives.

7. **Committees**

Each board of control may establish such committees as it may deem necessary.

**Section F. Associations of School Principals**

1. **Associations Roles and Purposes**

There shall be associations of school principals to enable principals to experience a wide spectrum of professional development, to seek excellence in schools through strong, effective school leadership, to ensure educational equity for every child, to assist principals in meeting the needs of their stakeholders in a changing educational environment, to help the public understand the importance of the role of the principal, to examine educational and social issues faced by schools and to help principals in their resolution, to assure educational success for every child and to represent school principals to other agencies of the state, to the legislature and to the public.

\* “Principals” as used in this section includes assistant principals.

There shall be three association of school principals, one for each educational level, elementary, middle and high school.

- Connecticut Association of Elementary School Principals (CAESP)
- Connecticut Association of Middle School Principals (CAMSP)
- Connecticut Association of High School Principals (CAHSP)

2. **Membership**

- a. Voting members of the associations of school principals shall be principals or assistant principals of institutional member schools.



- b. A member school may have voting membership in only one of the associations of schools principals.
- c. The associations shall have regular and special categories of membership.
  - 1. Regular membership shall be open to those serving as school principals and assistant principals in CAS member schools.
  - 2. Special non-voting membership shall be available in the following categories:
    - a) Aspiring principal membership shall be open to those enrolled in graduate programs in school administration/supervision and teachers holding administrative certification who are not eligible for regular membership, upon annual payment of individual dues as determined by the CAS Board of Directors.
    - b) Retired principal membership shall be open to former Connecticut school principals and assistant principals who have retired, upon annual payment of individual dues as determined by the CAS Board of Directors.

**3. Boards of Directors**

There shall be a separate board of directors for each association of school principals:  
 The Board of Directors of the Connecticut Elementary Principals Association  
 The Board of Directors of the Connecticut Middle School Principals Association  
 The Board of Directors of the Connecticut High School Principals Association

The officers, terms of office, members and terms of membership of each board of directors (CAESP, CAMSP and CAHSP) shall be determined by each association and included in the separate by-laws of each association.

**4. Duties of the Boards of Directors**

- a. Develop and approve a budget to be submitted to the CAS Board of Directors.
- b. Establish and update by-laws and other written regulations and policies as needed to regulate and govern each separate association (CAESP, CAMSP, CAHSP). Such by-laws, policies, and regulations are not to be in conflict with the CAS Constitution or Articles of Incorporation.
 

All such by-laws, regulations and policies require the approval of the membership of each association of school principals and the CAS Board of Directors. Each association by-laws shall be made available to the appropriate member schools.
- c. Propose public policy issues for study and propose legislation affecting association members, students and schools, to the CAS Board of Directors.
- d. Establish committees and develop guidelines for each committee to follow.
- e. Act on behalf of each association of principals membership and make appropriate policy decisions which should not be in conflict with the CAS Constitution between meetings of each association's membership.
- f. Make recommendations for professional development programs and activities to the CAS Principals' Center Advisory Committee.

- g. Recommend appointments to the CAS Nominating Committee as provided by Article IV, Section I.1. of the CAS Constitution.
- h. Perform such other duties and responsibilities as may be provided for in the by-laws of each association (CAESP, CAMSP, CAHSP).

**5. Rights and Benefits**

- a. Regular members of each association of principals shall be entitled to all of the rights and privileges of each association including the rights to vote and hold office.
- b. Special members of each association shall be entitled to the rights and privileges of each association as determined by its board of directors except the rights to vote and hold office.

**Section G. The Connecticut Association of Schools Principals’ Center**

**1. The Centers’ Roles and Purpose**

There shall be a CAS Principals’ Center representing the professional interests of the member principals and assistant principals of the Connecticut Association of Elementary Principals, the Connecticut Association of Middle School Principals and the Connecticut Association of High School Principals.

The Center shall provide professional development programs and activities and other professional growth experiences on behalf of the members for the three associations of school principals.

**2. Principals’ Center Advisory Committee**

There shall be a CAS Principals’ Center Advisory Committee to advise the Center staff and Connecticut Association of Schools in regard to issues regarding the Center including its goals, objectives, programs, directions, and growth. This Advisory Committee shall consist of no more than two members each as recommended from the three associations of school principals (CAESP, CAMSP, CAHSP) within the Connecticut Association of Schools.

**Section H. Standing Committees**

- 1. There shall be standing and special committees based upon the needs of the Association. The executive director is authorized to appoint chairs and members of these committees.

**Section I. Nominating Committee**

**1. Composition**

- a. There shall be elected at the Annual Meeting of the Legislative Body a Nominating Committee which shall prepare nominations to be presented at the next Annual Meeting.
- b. The Nominating Committee shall consist of one member from each class of high schools as established in the Constitution, two members from the middle level membership, four members from the elementary level membership, and three members at large from the high school membership. The chair shall be appointed from among the Committee membership by the CAS Board of Directors at its first regular meeting following the Annual Meeting of the Connecticut Association of Schools.

**2. Duties and Responsibilities**

The Nominating Committee shall meet at least one month before the next Annual Meeting and prepare and submit a slate of all CAS officers, chairs and/or officers and members of boards of control, and a nominating committee for the ensuing year, after receiving recommendations from the several groups concerned.

The nominations of the Nominating Committee shall be sent in writing to each institutional member of the Connecticut Association of Schools at least two weeks before the Annual Meeting. Other nominations may be made from the floor of the Annual Meeting by members of the Legislative Body.

**Section J. Awards and Recognition Committee**

**1. Composition**

a. There shall be elected at the Annual Meeting of the Legislative Body an Awards and Recognition Committee that shall be granted the authority to oversee all awards and recognition programs.

b. The Awards and Recognition Committee shall consist of a chair and one of each of the following: active assistant principal, active elementary principal, active middle level principal, active high school principal, retired assistant principal, retired elementary principal, retired middle level principal, and retired high school principal. The board is allowed a minimum of two (2) and a maximum four (4) at-large representatives. At-large representatives must be active administrators and the additional two at-large positions should only be filled when it is necessary to preserve a majority of active members. The chair shall be an active administrator and shall be appointed by the CAS Nominating Committee.

**2. Duties and Responsibilities**

The Awards and Recognition Committee shall be responsible for overseeing all awards and recognition programs. The committee shall be charged with approving all awards programs, including their selection criteria and nominating procedures, to ensure that all recognition programs are in line with the association’s mission and purpose.

The Awards and Recognition Committee shall, annually, select the recipients of the following awards: CAS/NASSP High School Principal of the Year, CAS/NASSP Middle School Principal of the Year, CAS Assistant Principals of the Year (elementary, middle and high), Distinguished Friends of Education, Citations, and Letters of Commendations.

The Awards and Recognition Committee has the authority to assign responsibility for the selection of all other award recipients to any appropriate board, committee, or body.

**3. Terms of Office**

The chair and elected members shall be elected for two-year terms. No member shall serve more than two consecutive terms except:

All retired administrators serving on the Awards and Recognition Committee in the current school year (2001-02) are not subject to the new term limits and can serve indefinitely.

The initial terms of the individuals serving in the “active” positions in the current school year (2001-02) will be three (3) years rather than two (2) years so as to avoid a rapid turn-over of “veteran” members; upon completion of the three-year term by these specific individuals, terms for these positions will be two (2) years.

**Section K. Conduct of Meetings**

**1. Rules of Procedure**

All meetings of the Connecticut Association of Schools and the subdivisions thereof shall be conducted in accordance with the latest edition of Robert’s Rules of Order.

**2. Quorum**

- a. A quorum for the transaction of business of the Legislative Body shall be ten percent (10%) of the institutional membership; and
- b. A quorum for the transaction of business of all other meetings shall be one half (50%) of the membership of the committee or board.

**3. Voting Rights**

- a. In any business before the Annual Legislative Meeting of the Connecticut Association of Schools, all general member schools shall have one (1) vote.
- b. In any business before the Annual Legislative Meeting of the Connecticut Association of Schools, all CIAC member schools shall have four (4) additional votes, for a total of (5) votes.

**ARTICLE V - INTERSCHOLASTIC ATHLETICS**

**Section A. Board of Control**

**1. Composition**

The Board of Control shall consist of a chairperson, assistant chairperson, secretary, treasurer, two members from each class of senior high schools, three members of the Committee on Eligibility, one assistant principal-at-large and the immediate past chairperson of the Board of Control, all of whom shall be voting members. The Board of Control may establish such other non-voting members as it deems necessary. All members must be high school principals except for the assistant principal-at-large position.

**2. Duties and Responsibilities**

The Board of Control shall:

- a. Establish and update by-laws and other written regulations and policies as needed. Such by-laws and regulations are not to be in conflict with the CAS Constitution or Articles of Incorporation. Any change in the by-laws will be approved by the CIAC membership at the Annual Meeting of the Connecticut Association of Schools except that changes needed in the course of the year may be made by the CIAC Board of Control to be ratified by the CIAC membership at the Annual Meeting.
- b. Be responsible for the encouragement, sponsorship, operation and management of only those interscholastic athletic activities which are specified as being controlled by the CIAC. The list of CIAC controlled athletic activities will be published annually in the CIAC Code of Eligibility.
- c. Fill temporary vacancies in its membership.
- d. Be responsible for the formulation, interpretation and publication of rules of eligibility.

- e. Be the final authority in specific cases of complaint and controversy regarding eligibility, in which instance the Committee on Eligibility shall be entitled to one vote.
- f. Establish and be responsible for proper fiduciary control of all activities under its sponsorship.

**Section B. Committee on Eligibility**

**1. Composition**

There shall be a committee on eligibility composed of six members, one from each of the three classes who shall have a vote on the CIAC Board of Control, three appointed at-large by the CIAC Board of Control with no vote on that Board and one elected, non-voting at-large assistant principal.

**2. Duties and Responsibilities**

The Eligibility Committee shall:

- a. Receive and act upon all questions of eligibility and of interpretation of the eligibility code adopted by the Legislative Body at its annual meeting.
- b. Establish definite grievance procedures.
- c. Recommend exceptions to the Eligibility Committee Review Board.

**Section C. Eligibility Committee Review Board**

**1. Composition**

There shall be an Eligibility Committee Review Board composed of ten member principals and/or assistant principals and two non-voting consultants. The Board shall include the past CIAC Chairman, present chairman of the Eligibility Committee, two class L representatives, two class M representatives, and two class S representatives who previously served on the CIAC Eligibility Committee or the CIAC Board, two members who presently serve or have served on the CIAC Eligibility Revision Committee, the present CIAC Athletic Director consultant, (non-voting), and the CIAC superintendent consultant (non-voting).

The CIAC Board of Control has the discretion to appoint a CIAC member principal or assistant principal to fill any vacancy whenever a position cannot be filled in accordance with the above terms.

**2. Duties and Responsibilities**

The Eligibility Committee Review Board shall:

- a. Render final decisions on all appeals of the CIAC Eligibility Committee, except that the CIAC Board of Control reserves the right to take only those cases which it believes involves issues of critical and conflicting opinion among the CIAC Eligibility Committee and the CIAC Review Board or which as a result of other compelling reasons deserves the attention of the CIAC Board of Control.
- b. To review and act upon all eligibility waivers/exceptions which have been recommended by the CIAC Eligibility Committee.

**ARTICLE VI - STUDENT ACTIVITIES**

**Section A. Board of Control**

1. **Composition**

The Board of Control shall consist of one representative from each of the three high school classifications, two representatives each from the middle schools and the elementary schools and five members-at-large. Two of the five at-large members may be assistant principals. A principal shall serve as Chairperson.

2. **Duties and Responsibilities**

The Board of Control shall:

- a. Establish and update by-laws and other written regulations and policies as needed to regulate and govern the board. Such by-laws, policies, and regulations are not to be in conflict with the CAS Constitution or Articles of Incorporation.

All such by-laws, regulations and policies require the approve of the membership of the Connecticut Association of Schools and the CAS Board of Directors.

- b. Encourage and supervise the operation and management of all non-athletic activities which involve schools from more than two school districts.
- c. Approve regulations pertaining to the control of all non-athletic activities.

**ARTICLE VII - CONTROL**

**Section A. General**

- 1. Institutional members of this Association participating in any interscholastic activity or contest shall be subject to the rules and regulations established by the appropriate Board of Control for that activity or contest.
- 2. Only institutional members may participate in an interscholastic activity sponsored by the Board of Control.
- 3. The Board of Directors shall act as a Board of Control for any activity not already placed under the Board of Control.

**Section B. Suspension and Reinstatement**

1. **Suspension**

During any school year the Board of Directors by a two-thirds vote of the authorized voting membership may suspend a member school for a time definite after a hearing at which satisfactory evidence of failure to abide by the Constitution and By-laws of the Connecticut Association of Schools has been established.

2. **Reinstatement**

A school that has been suspended may be reinstated prior to the time definite at the discretion of the Board of Directors by a two-thirds vote of the authorized voting membership.

**Section C. Appeals**

A member school dissatisfied with a decision of a Board of Control or Association of Schools, with the exception of eligibility cases, may within fourteen days after distribution of the written decision, appeal in writing to the CAS Board of Directors, whose decision shall be final and binding upon all parties.

**ARTICLE VIII - BENEFIT OF NET EARNINGS**

No part of the net earnings of the Connecticut Association of Schools shall inure to the benefit of or be distributable to the directors, officers or other persons, except that the Connecticut Association of Schools shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article II hereof. No substantial part of the activities of the Connecticut Association of Schools shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Connecticut Association of Schools shall not participate in or intervene in (including the publishing or distribution of statements), any political campaign on behalf of any candidate for public office. Notwithstanding any other provisions of this Constitution, the Connecticut Association of Schools shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from Federal Income Tax under Section 501 (c)(3) of the Code or (b) by a corporation, contributions to which are deductible under Section 170(c)(2) of the Code.

**ARTICLE IX - DISSOLUTION OR TERMINATION**

Upon any dissolution or termination of the existence of the Connecticut Association of Schools, all of its assets shall, after payment of the lawful debts of the Corporation and the expenses of its dissolution and termination, be delivered, conveyed and paid over (subject to any restrictions imposed by any applicable will, deed, grant, conveyance, agreement, memorandum, writing or other governing document) to the Connecticut Schools Corporation, so long as it is at that time an organization that qualifies as an exempt organization under Section 501(c)(3) of the Code, or if at the time of dissolution or termination of existence of the Corporation, the Connecticut Schools Corporation is not in existence or does not qualify as an exempt organization under Section 501(c)(3) of the Code, to one or more charitable, scientific or educational organizations located in the State of Connecticut and qualified as exempt organizations under Section 501(c)(3) of the Code, in such proportions and for such exclusively charitable, scientific or educational purposes as the Board may determine.

**ARTICLE X - INDEMNIFICATION**

The CAS Board of Directors is authorized, pursuant to the Non-Stock Corporation Act of the State of Connecticut, as amended, regardless of the adverse interest of any or all members of the Board, to indemnify and reimburse any person made a party to any action, suit or proceeding, whether civil, administrative or criminal, other than an action by or in right of the Corporation, by reason of the fact that he/she (or a person whose legal representative or successor he/she is), is or was a member of the Board, officer, employee or agent of the Corporation, for expenses, including attorneys' fees and such amount of any judgment, money decree, fine, penalty or settlement of any such action, suit or proceeding, or any appeal therein, provided that such person and the person whose legal representative he or she is acted in good faith and in a manner he/she reasonably believed to be in the best interests of the Corporation and, with respect to any criminal action or proceeding, that he/she has no reasonable cause to believe his/her conduct was unlawful. The foregoing right of indemnification shall be in addition to, and not exclusive of, all other rights to which he/she or such person whose legal representative or successor he/she is, may be otherwise entitled to at law.

**ARTICLE XI - IMMUNITY OF DIRECTORS OR OFFICERS**

Any person who serves as a director or officer of the Corporation and who is not compensated for such services on a salary or prorated equivalent basis shall be immune from all civil liability for damage or injury occurring on or after October 1, 1987, resulting from any act, error or omission made in the exercise of such person's policy or decision-making responsibilities if such person was acting in good faith and within the scope of such person's official functions and duties, unless such damage or injury was caused by the reckless, willful or wanton misconduct of such person.

**ARTICLE XII - REFERENCES TO CODE**

References to Sections of the Code shall be deemed references to the Internal Revenue Code of 1986, as the same shall be amended from time to time, and to the corresponding provisions of any further United States Internal Revenue Law.

**ARTICLE XIII - AMENDMENTS**

**Section A. Proposal**

1. An amendment may be submitted by an institutional member school through its representative to the Secretary of the Connecticut Association of Schools at least one month prior to the next meeting of the Legislative Body. It is mandatory that the CAS Board of Directors submit any such proposed amendments, with or without recommendation, to member schools at least two weeks before the meeting of the Legislative Body. A proposed amendment may be altered or modified on the floor of the meeting.
2. Amendments may be submitted by the CAS Board of Directors in accordance with the provisions of the previous section of this article.

**Section B. Adoption**

1. Adoption of amendments to this Constitution shall require a two-thirds vote of those present at any regularly called meeting of the Legislative Body.
2. Amendments shall take effect on July 1 next following approval and adoption.



### 3.0 CIAC BY-LAWS

	Page
Article I - Name .....	1
Article II - Purpose .....	1
Article III - Membership .....	1
Section B. Violation of By-laws and Regulations .....	1, 2
C. Termination of Membership - Suspension .....	2
D. Reinstatement .....	2
E. Legal Action .....	2
Article IV - Organization .....	3
Section A. Legislative Body .....	3
B. Board of Control .....	3
C. Officers .....	4
D. Consultants .....	4
E. Committees .....	4, 5
F. Meetings .....	5
G. Reports .....	5
Article V - Fiscal Year .....	6
Article VI - Amendments to [By-laws] Regulations .....	6
Section A. Procedural Aspects .....	6
B. Substantive Aspects .....	6
Article VII - Tournaments, Meets and Games .....	6
Section A. Conference Members May Enter .....	6, 7
B. Conference Members May Not Enter .....	7
E. Divisions for Tournament Play .....	7, 8
F. Determining Tournament Divisions .....	8
F. Good Will Trips .....	9
Article VIII - Eligibility .....	9
Section A. Rules of Eligibility .....	9
B. Committee on Eligibility .....	10
C. Restitution .....	10, 11
Article IX - Rules of Eligibility and Control .....	11
Article X - Recruitment .....	11-14
Article XI - Cooperative Team .....	15
Article XII - Out-of-Season -- Specialization .....	16
Section A. During Authorized Contest Season .....	17,18
B. During School Year Out-of-Season / Summer .....	18-22
Questions & Answers - Out-of-Season .....	22-24

**THE CONNECTICUT ASSOCIATION OF SCHOOLS**  
**BY-LAWS**  
**of the**  
**ATHLETIC BOARD OF CONTROL**  
**CONNECTICUT INTERSCHOLASTIC ATHLETIC CONFERENCE**

**ARTICLE I - NAME**

The Board of Control for interscholastic athletics shall be the Connecticut Interscholastic Athletic Conference, Incorporated.

**ARTICLE II - PURPOSE**

The purpose of this Conference shall be to provide a central, voluntary, non-profit organization through which the public and parochial secondary schools of the State may cooperate for the following ends:

**Section A.** To develop intelligent recognition of the place of athletics and sports in the education of our youth;

**Section B.** To establish and unify policies of administration in interscholastic athletics and sports;

**Section C.** To offer a system that will provide for equitable competition;

**Section D.** To encourage the organization of inter-school athletics and play for all students as a part of the educational program;

**Section E.** To assist member schools in securing competent officials and to promote the use of female officials at CIAC tournament games;

**Section F.** To organize a force of opinion to keep interscholastic athletics within proper bounds, that will expressly encourage all that is honorable and sportsmanlike in all branches of athletics and sports.

**ARTICLE III - MEMBERSHIP**

**Section A.** Any general member of the Connecticut Association of Schools, Inc. as defined in Article III, Section A.1. of the CAS Constitution shall, upon approval of additional application and payment of additional dues and assessments levied by the Association for such purposes, be admitted into membership in the Connecticut Interscholastic Athletic Conference, Inc. (C.I.A.C.).

**Section B. Violation of By-laws and Regulations**

1. The Board of Control shall have the power to assess such penalties as it deems suitable for violations of its By-laws and regulations. Any such penalties will be administered in accordance with established due process procedures. Charges made by a member of the Conference against another member for violation of the rules of the Conference, or failure to abide by the [by-laws] regulations, must be submitted to the Executive Director in writing by the principal of the school making the charge.
2. The Executive Director shall transmit a copy of the charge or protest to the principal of the school against which the protest has been made.

3. The Executive Director, upon notification from the Chairperson, shall give due notice of the time and place of the hearing to all schools concerned.
4. A school against which a charge or protest has been filed shall have the privilege of presenting its case to the Board of Control.
5. All member schools of the Conference shall be notified in writing of any case of suspension of a member school.
6. A member school dissatisfied with a decision of the Board of Control, with the exception of eligibility cases, may within fourteen (14) days after distribution of the written decision, appeal in writing to the Board of Directors of CAS whose decision shall be final and binding upon all parties.

### **Section C. Termination of Membership - Suspension**

A school may be suspended from the Conference by a two-thirds vote in favor of suspension by the VOTING MEMBERSHIP of the Board of Control upon satisfactory evidence of failure to abide by the [By-laws], regulations and Eligibility Rules of the Conference. The period of suspension shall be determined by the Board of Control, but the length of suspension shall be no more than one year.

### **Section D. Reinstatement**

A school that has been suspended will automatically be reinstated as a member of the Conference at the conclusion of the term of suspension or sooner by a two-thirds vote in favor of reinstatement by the VOTING MEMBERSHIP of the Board of Control.

### **Section E. Legal Action**

#### **1. Legal Action Against the CIAC Board of Control by a Member School.**

Any institutional or individual associate member which initiates legal action to overturn, stay or enjoin an eligibility ruling not appealable beyond the CIAC Board of Control, and is unsuccessful in seeking such an award, will be liable for reasonable costs and attorneys' fees incurred by the Association in defending against such action. Further, should the Association be forced to initiate legal action to collect the aforementioned costs and attorneys' fees, the institutional or individual associate member shall be additionally liable for the Association's reasonable costs and attorneys' fees resulting from the collection action.

#### **2. Legal Expenses Incurred by the Board of Control or CAS Board of Directors in Due Process Proceedings**

Any institutional or individual associate member which, in the exercise of due process, employs legal counsel to initiate and/or conduct hearing procedures which then require the CIAC Board of Control or the CAS Board of Directors to engage legal counsel to assist in or moderate procedures or to defend an action of the Board of Control or the Board of Directors, and is subsequently unsuccessful in its attempt to overturn, alter or stay a ruling of either Board, shall be liable for reasonable costs and attorneys' fees incurred by either Board in the matter at issue. Further, should the Association be forced to initiate legal action to collect the aforementioned costs and attorneys' fees, the institutional or individual associate member shall be additionally liable for the Association's reasonable costs and attorneys' fees resulting from the collection action.

3. Notwithstanding other costs as otherwise described in Sections E.1. and E.2. of this Article, no student-athlete or legal guardian shall be assessed any legal fees or costs incurred by the CAS Board of Directors or the CIAC Board of Control for any appeal initiated by and processed by an individual athlete or individual legal guardian.

**ARTICLE IV - ORGANIZATION****Section A. The Legislative Body**

The Legislative Body shall consist of the Principals of the Connecticut Association of Schools institutional member schools which are members of the Conference. The Principal shall be the sole representative of the school to the Legislative Body, and shall have four votes. He/she may, if unable to attend a meeting of the Legislative Body, designate in writing that the assistant principal or other building administrator of equivalent rank will act as alternate in his/her place. No delegate or alternate shall represent more than one school unless he/she is the appointed principal of each school.

**Section B. The Board of Control**

1. Shall interpret the [By-laws] regulations of the Conference;
2. Shall, in case of controversy, constitute a Board of Review which shall hear all complaints and protests and render decisions for violation of the [By-laws], regulations and Eligibility Rules of the Conference, and if any one of the members of the Board of Control is a party to the controversy, he/she shall temporarily surrender his/her rights as a member of the Board of Control while the Board is hearing such controversy;
3. Shall have power to approve rules and regulations submitted by the respective committees for conduct of tournaments or championship contests sponsored by the Conference.
4. Shall have the power to determine at the end of any athletic season the relative standing of teams;
5. Shall have power to pay salaries and other financial obligations as provided in the budget;
6. Shall appoint a standing committee on officials and define its functions;
7. Shall fill all vacancies until the next legislative meeting of the Connecticut Association of Schools, Inc.;
8. Shall be composed as delineated in Article V, Section A.1. of the Constitution of the Connecticut Association of Schools, Inc.
9. Shall have the sole authority to designate which association or associations of officials shall be recognized as a governing authority over officials in each interscholastic sport;
10. Shall have the sole authority to designate which association or associations of officials shall represent the officials in each interscholastic sport for purposes of negotiating fees and working conditions;
11. Shall have the sole authority to negotiate or set regular season and tournament fee schedules and working conditions for officials of all CIAC-sponsored interscholastic sports; member schools shall adhere to all published CIAC officials fee schedules and working conditions;
12. Shall have the sole authority to register game officials for interscholastic competition and shall have sole authority to determine qualifications for membership, conditions for revocation, probation or suspension of registration. A school shall use only persons registered with the Association for purposes of officiating varsity and interscholastic contests controlled by CIAC.

**Section C. Officers**

The executive officers of the Conference shall be a Chairman, a Past Chairman, a Vice Chairman, a Secretary and a Treasurer. The Chairman shall be elected by the Legislative Body at the Annual Meeting of the Connecticut Association of Schools, Inc. Each officer shall serve for two years or until his/her successor has been selected. There shall be no limitation of the number of terms which the Assistant Chair, Secretary and Treasurer may serve provided it complies in total time with Article IV., Section E., paragraph 2., of the Constitution of the Connecticut Association of Schools, Inc.

1. **CHAIRPERSON.** The Chairperson shall have power to call meetings of the board of control and preside over them. He/she is ex-officio member of all committees and is official representative of the Conference to the Board of Directors of the Connecticut Association of Schools, Inc.
2. **VICE CHAIRPERSON.** The Vice Chairperson shall assume the duties of the Chairperson in his/her absence.
3. **SECRETARY.** The Secretary shall keep a record of the proceedings, conduct necessary correspondence and keep official records of all tournaments and championship contests conducted by the Conference.

The Secretary shall assume the duties of the Treasurer upon the resignation, incapacitation or death of the latter until an interim Treasurer is elected by the Board of Control.

4. **TREASURER.** The Treasurer shall handle the finances of the Conference as provided under Article IV., Section A., Subsection 3., Treasurer of the CAS Constitution (Articles of Incorporation). He/she shall receive all funds and pay by check all bills which have been approved by the Board of Control. He/she shall give bond to insure the proper discharge of his/her duties, in such amounts as may from time to time be determined by the Board of Control. The premium for the bond shall be paid by the Conference.

**Section D. Consultants**

1. The Board of Control shall invite as other consultants at least one member from each of the following:
  - a. The State Department of Education
  - b. The Connecticut Association of Public School Superintendents
  - c. The Connecticut Association of Boards of Education
  - d. The Connecticut High School Coaches Association
  - e. The Higher Education Community
  - f. The Connecticut Association of Athletic Directors, Inc.
  - g. The Connecticut State Medical Society Committee on the Medicine Aspect of Sports
  - h. Additional consultants the Board of Control deems advisable.

**Section E. Committees**

1. Committee members other than the Committee on Eligibility may, but need not, be members of the Board of Control.
2. Each committee having to do with state tournaments or meets shall include one or more athletic directors and/or coaches. Voting members of committees shall be appointed by the CIAC Board of Control executive committee and shall consist of administrators of CAS member schools and one delegate per sport tournament division classification as recommended by the Connecticut High School Coaches Association.

3. The committee in charge of each sport shall recommend in writing the limitations for each interscholastic sport. All such recommendations are to be submitted to the Season Limitation Committee for approval at the end of each sport season.

These limitations are to include:

- the opening date of practice;
  - the minimum number of practice days that are required prior to the first interscholastic contest;
  - the maximum number of games that may be scheduled and played per week exclusive of postponed games, games played in CIAC-sponsored tournaments and one league playoff game. (Note: a maximum of one league playoff game may be excluded from the weekly limitations per season.)
  - the maximum number of games that may be scheduled and played per season, exclusive of games played with alumni, games in CIAC-sponsored tournaments, and league sponsored and administered playoff games.
4. **Postponed Games.** While the CIAC supervises, regulates and controls the interscholastic athletic activities of the member schools both individually and collectively, it has never, at any time in its history, had any involvement in either the formation or governance of athletic leagues beyond the already established requirement that the league member schools abide by CIAC rules and regulations in league operation.

Thus, in keeping with this basic principle, the two guidelines that follow are offered as effective methods that can be used by leagues and schools to control postponed games.

When contests are scheduled among two or more league teams, the league should determine the definition of what constitutes a postponed game.

When contests are scheduled among two or more non-league teams, the principals of the schools involved should mutually determine what constitutes a postponed game.

5. It shall be the duty of the committee in charge of each sport to report in writing to the Board of Control any infractions of the rules governing the sport under its direction.

#### **Section F. Meetings**

1. Regular meetings of the Board of Control shall be held at such times as may be determined by the Board of Control. A majority of the voting members of the Board of Control shall constitute a quorum for the transaction of business.
2. A special meeting of the Board of Control may be called by the Chairperson, and upon the written request of two member schools must be called by the Chairperson within two (2) weeks.
3. The officers shall conduct all meetings of the Conference and Board of Control in accordance with Roberts Rules of Order when such are not in conflict with the CAS Constitution and these [By-laws] regulations.

#### **Section G. Reports**

The Chairperson shall present an annual report to the Legislative Body of the Connecticut Association of Schools, Inc., at the annual meeting.

**ARTICLE V - FISCAL YEAR**

The fiscal year of the Conference shall correspond to that of the Connecticut Association of Schools, Inc. (July 1 through June 30).

**ARTICLE VI - AMENDMENTS TO [BY-LAWS] REGULATIONS****Section A. Procedural Aspects**

Procedural aspects of the [By-laws] regulations of the Conference may be altered, amended or repealed by the Board of Control members present and voting at any duly called and held meeting of the Board of Control.

**Section B. Substantive Aspects**

A change in the [By-laws] regulations may be submitted by any voting member school through its representative, to the Executive Director of the Conference at least one month previous to the next meeting of the Board of Control. It is mandatory that the Board of Control consider any such proposed amendment and act upon it. It is mandatory that the Board of Directors submit any such proposed amendment, with or without recommendation, to member schools at least two weeks before the meeting of the Legislative Body. A proposed amendment may be altered or modified on the floor of the meeting, provided the subject matter thereof shall remain substantially the same as that described in the written notice of amendment.

Changes in the [By-laws] regulations made during the year by the Board of Control must be submitted to the Legislative Body at its annual meeting for vote.

**ARTICLE VII - TOURNAMENTS, MEETS AND GAMES****Section A. Conference members MAY ENTER the following Tournaments, Meets and Games When:**

1. Tournaments, meets and games are scheduled by the Connecticut Interscholastic Athletic Conference; and where such competition may require minimum loss of school time;
2. Tournaments, meets and games are scheduled by and among member schools except sectional, state or area tournaments and meets which are restricted to member public schools only, or to member private schools only because of the nature of their membership;
3. Meets and games are scheduled by a member school with alumni, Connecticut private schools or public and private schools which are members in good standing in the state high school athletic association recognized by the National Federation of State High School Associations;
4. Member schools permit athletes to participate "unattached" and where selection for participation is based on performance of an individual, and or relay team and when such competition is limited to two calendar days of which only one is on a school day;
5. Multi-state tournaments, meets or games involve no more than a total of  $\frac{1}{2}$  of the National Federation states (26) and only those that abide by regulations of the National Federation governing interstate competition and have been sanctioned by each of the involved state associations through the National Federation;
6. Applications for sanction of any interstate contest with states outside of National Federation Region I are submitted to the CIAC Executive Director at least 90 days before the event. All other applications for sanctioning will be in accordance with National Federation sanctioning procedures;
7. Interstate tournaments, meets and games within National Federation Region 1 are approved by each member state's athletic association and funding methods and expenditures are approved by the local school's Board of Education (LEA) and where such competition is limited to two calendar days of which only one is a school day;

8. Interstate tournaments, meets or games beyond National Federation Region 1 are approved by each member school's Board of Education (LEA), and funding methods and expenditures are approved by the Board of Education; and where participation involves no loss of regularly scheduled classroom instructional time.
9. Any interstate tournament, meet or game does not violate any current CIAC seasonal or weekly limitation regulation.
10. A CIAC-sponsored interscholastic athletic team travels no more than one time per sports season beyond the National Federation Region 1 area.

**Section B. Conference members MAY NOT participate in any of the following meets and games:**

1. Tournaments, meets and games sponsored by non-educational groups or individuals;
2. Tournaments, meets and games which are post-season contests (in determining the meaning of the term post-season, "season" shall be defined as printed in the Eligibility Rules of the Conference) with the exception of those sponsored by CNESSPA;
3. Tournaments, meets and games played on Sundays, either home or away (the Board of Control may grant exceptions to this rule).
4. Tournaments, meets and games which are inter-sectional beyond New York, New Jersey and New England and tournaments, meets and games which involve teams from more than six (6) states, except for tournaments, meets and games which are permitted in Section A. 5., 7., and 8. of this Article;
5. Football games played after December 1, unless they are postponed regularly scheduled contests or CIAC Football Playoff games which must be held no later than the second Saturday after Thanksgiving Day.

**Section C.** Conference members must request and secure permission in writing from the CIAC Board of Control to participate in any tournament, meet or game not specifically permitted by Section A. or not specifically forbidden by Section B. above.

**Section D.** Violators of this Article may be suspended from the CIAC as provided for in Article III, Section C. of these By-laws, or may be penalized in some other less severe manner by a majority vote of the full membership of the Board of Control.

**Section E. Divisions for CIAC Tournament Play**

1. After the enrollments as of October 1 for the current school year are received and tabulated by the Executive Director the sport committees shall determine the tournament or championship meet divisions for the following school year.
2. A school may make application to the Board of Control for entrance to a larger or smaller membership classification for the current year no later than October 1. The Board of Control may approve or reject the request in accordance with the evidence submitted in support of each application. A school having been reclassified at its own request must participate in the CIAC tournament where the competitive divisions are based on the membership classification.



3. Certain sports have had special competitive divisions established. A member school requesting a change in division must abide by the guidelines established by the sports committees of these specific sports.

## **Section F. Objectives and Regulations for Determining Tournament Divisions**

### Objectives

1. To provide post season competition for teams and/or individuals that meet the standards of qualification as established by sports committees and approved by the CIAC Board of Control.
2. To promote team sports competition organized into a tournament divisional structure based on size of school or quality of program.
3. To promote post season competition designed to provide opportunities for athletes who are fully subscribed members of a CIAC high school interscholastic team.
4. To promote post season competition given constraints of reasonable financial and human resources.

### Regulations

1. No team division qualifying standard shall go below a 40% win record in the sports of field hockey, soccer, volleyball, basketball, softball, football, ice hockey, baseball, or lacrosse.
2. No open or elite tournament formats for team sports.
3. Gender equity shall be an important principle when establishing tournament formats.
4. Any sports committee request to move to a lower qualifying standard from a previously adopted standard must be approved by the CIAC Board. Supporting rationale must accompany each request and be of sufficient merit to convince the Board that such a move meets the objectives of the CIAC.
5. All sports committees shall develop a tournament format that when fully implemented will approximate an equal number of teams or participants in each division.
6. All sports committees will develop a tournament format which will require only the number of divisions necessary to accommodate the number of teams that qualify for the tournament. To request an increase in the number of divisions, it is necessary to show that the existing divisional alignment cannot accommodate additional teams without playing several qualifying games.
7. All sports committees will be required to justify the number of divisions when there is evidence that the existing number of teams making the tournament can be accommodated in fewer divisions.
8. All sports committees have the latitude to promote opportunities which will enhance the overall quality of their tournament as long as such opportunities conform with the heretofore listed regulations. Such opportunities must be made part of the published tournament regulations and be consistently applied to all teams that make the tournaments.

Individual Sports -- Cross Country, Track, Golf, Swimming, Wrestling, Indoor Track, Tennis, Gymnastics

Team Sports -- Field Hockey, Soccer, Volleyball, Basketball, Softball, Football, Ice Hockey, Baseball, Lacrosse

**Section G. Good Will Trips Abroad**

The matter of school teams going abroad on “good will” trips has long been a concern to the CIAC Board of Control. Too often they come about as the brain-child of a commercial entrepreneur with little or no regard to the loss of school time which results in conflicts with the policies and regulations of the CIAC regarding such participation and the expense to students and their families. The creation of such trips by commercial entrepreneurs for profit has always been frowned upon, and should continue to be.

However, such good will trips sponsored by school groups or other non-profit organizations for wholesome and worthwhile purposes which advance the education of young people in ways which at-home classroom instruction could not hope to do should be allowed so long as they comply with the following criteria.

1. The trip should have purposes which are truly educational beyond the taking of students to a foreign country to engage in athletic contests. These purposes should include first-hand observation of the culture and customs of the host country; opportunities to spend time with native hosts in home, school and other societal settings which provide insight into the country, travel and sightseeing within the host country, language study and experience.
2. The purpose of the trip should also advance the interests of the United States and of world understanding and peace in promoting good will among young people of differing races, languages, religions, etc.
3. The trip should not require excessive expense on the part of students or their families, or excessive fundraising efforts which conflict with out-of-school study time and other school related pursuits. The local Board of Education or other governing body must make this determination.
4. The advantages to be gained by such a trip must significantly outweigh any loss of school time which might occur. The local board of education or other governing body must make this determination. Arrangements should be made for students to make-up missed school assignments or carry same on while abroad.
5. Approval for the trip must be obtained from the National Federation of State High School Associations. A National Federation application for sanction of International Athletic Competition must be completed sixty (60) days prior to the trip. A follow-up National Federation International Competition Report Form must be completed for that sport.
6. If such a trip occurs during the CIAC athletic season, any athletic events engaged in must come under and comply with the weekly and seasonal game limitations of the CIAC. These games will not count for CIAC tournament qualification.
7. If the trip occurs outside of the team’s athletic season, no more than a maximum of three (3) athletic contests will be played. No practice sessions will be permitted. However, it will be the responsibility of the school administration to make sure that all athletes are properly conditioned prior to any participation in organized competition.
8. Such trips cannot take place later than sixty (60) days prior to the team’s next season of play.

**ARTICLE VIII - ELIGIBILITY**

**Section A.** The rules of eligibility shall be those which have been adopted by the Athletic Board of Control and shall be considered part of the [By-laws] regulations under Article IX. In the event no rules changes are approved by the Board of Control, the rules in effect shall remain in full force and effect until new ones have been duly approved.

**Section B. Committee on Eligibility**

1. The member of the Eligibility Committee who shall serve as Chairperson shall be designated each year by the Board of Control.
2. All questions on interpretation of the eligibility code must be submitted in writing and only by principals of member schools.
3. All protests must be submitted by the principal to the Executive Director on the official protest form. The protest must be postmarked within five (5) school days of the alleged infraction.
4. The Eligibility Committee, subject to approval by the Eligibility Review Board, shall be empowered to make recommendations for exceptions to the eligibility code when, in its opinion, such exceptions are for just cause and to further the objectives of the CIAC. The Committee specifically reserves the right to require medical reports and/or other relevant information.
5. All member schools of the Conference involved in any case which has been considered by the Eligibility Committee shall be notified in writing of the decision of that Committee.
6. A member school dissatisfied with a decision of the Eligibility Committee may, within fourteen (14) days after said decision, request in writing that the Eligibility Review Board review the decision. Requests for exceptions to Article IX, Section II.C. (commonly known as the “transfer rule” of the Code of Eligibility) will be considered by the Eligibility Review Board only after the actual transfer has taken place. Appeals of decisions of the CIAC Eligibility Review Board are final except that the CIAC Board of Control reserves the right to review and act upon only those cases which it believes involve issues of critical and conflicting opinion among the Eligibility Committee and the Eligibility Review Board or which, as a result of other compelling reasons, deserve the attention of the CIAC Board of Control. This decision shall be final and binding upon all parties.
  - a. Appeals are to be made in writing to the Executive Director of CAS.
  - b. The Executive Director shall notify all the schools involved in the appeal.
  - c. The Executive Director, upon notification from the Chairperson of the Board of Control, shall give due notice to all schools concerned of the time and place of the hearing.
  - d. The school against which a charge or protest has been filed shall have the privilege of presenting its case to the Board of Control.
7. All requests for exception to the Eligibility Rules initiated by a student athlete or his/her parents or legal guardian SHALL be referred by the principal of the member school to the CIAC Eligibility Committee.

**Section C. Restitution**

If a student is ineligible according to CIAC rules but is permitted to participate in interscholastic competition contrary to such CIAC rules but in accordance with the terms of a court restraining order or injunction against his/her school and/or the CIAC and said injunction is subsequently voluntarily vacated, stayed, reversed or [it is] finally determined by the courts that injunctive relief is not or was not justified, in any one or more of the following actions shall be taken against such school in the interest of restitution and fairness to the competing schools:

1. Require that individual or team records and performances achieved during participation by such ineligible student shall be vacated or stricken.

2. Require that team victories shall be forfeited to opponent.
3. Require that team or individual awards earned by such ineligible student be returned to the Association.

### **ARTICLE IX - RULES OF ELIGIBILITY AND CONTROL FOR BOYS AND GIRLS HIGH SCHOOL ATHLETICS IN CONNECTICUT**

The Eligibility Rules are mailed to each member school during the summer months. Complete rules of eligibility will be found in Appendix B of this CIAC Handbook.

### **ARTICLE X - RECRUITMENT**

1. A charge of recruiting may be brought against a member school by another member school or by the Executive Director of CAS-CIAC.

**Recruitment Policy** -- The CIAC Board of Control has established the following policy with regard to the illegal recruitment of student-athletes by member schools:

#### **A. GENERAL PRINCIPLES**

1. Recruiting is the use of undue influence and/or special inducement by anyone associated with a school in an attempt to encourage a prospective student to attend or remain at that school for the purpose of participating in interscholastic athletics.
2. Recruitment of students or attempted recruitment of students for athletic purposes, regardless of their residence, is a gross violation of the spirit and philosophy of the By-laws of the Connecticut Interscholastic Athletic Conference and is expressly forbidden.
3. Member schools are responsible for any violation committed by any person associated with the school, including principals, assistant principals, athletic directors, coaches, teachers, any other staff members or employees, or any organization, such as booster clubs, having connection to the school. Member schools also are responsible for any violation committed by any person acting at the direction of the school or anyone associated with the school. Use of third parties such as students, parents, etc., is also a violation of this policy.
4. Member schools each year will be required to submit to the CIAC Office with the Membership Application form a Certification of Compliance with the CIAC Recruiting Policy. The principal, athletic director and head coach in each varsity sport offered by the school will be required to sign a form provided by the CIAC Office certifying that they have reviewed this policy and will comply with all provisions of this policy, and that they will review the provisions of this policy with other individuals or groups associated with the school such as athletic booster clubs.

#### **B. UNDUE INFLUENCE**

1. The use of undue influence, which is the use of direct or indirect communication by anyone associated with a school with a prospective student-athlete in an attempt to solicit or encourage the enrollment of a prospective student-athlete in that school, is prohibited. Additionally, no one associated with a school may request any third party to solicit or encourage the enrollment of a prospective student-athlete in that school, for in that case the third party also becomes associated with that school.
2. Undue influence includes, but is not limited to:
  - (a) Initiating or arranging telephone, telegram or other written contact such as questionnaires, cards or letters, with a prospective student-athlete or member of his/her family for the purpose and intent of soliciting or encouraging the enrollment of the student in a school.
  - (b) Visiting or entertaining a prospective student-athlete or member of his/her family for the purpose and intent of soliciting or encouraging the enrollment of the student in a school.
  - (c) Providing transportation to a prospective student-athlete or member of his/her family to visit a school or to meet with anyone associated with a school for the purpose and intent of soliciting or encouraging the enrollment of the student in that school.
  - (d) Attending grade school, junior high or middle school games for the purpose of evaluating and recruiting specific prospective student-athletes.
  - (e) Requesting booster club members, students, parents or alumni from a school to discuss the merits of the school's athletic program with a prospective student-athlete or member of his/her family by phone, in person or through letters or other written communication.

- (f) Any other contact with a prospective student-athlete or member of his/her family for the purpose and intent of soliciting or encouraging the enrollment of the student in a school.
3. No member school and no one acting on behalf of any member school may give any speech or give any slide, film or tape presentation or distribute any written material, including advertisements in newspapers, magazines or other publications, which states or implies that a member school's athletic program is better than the athletic program of any other member school or that it would be more advantageous for any prospective student-athlete to participate in athletics at that member school as opposed to any other school.
  4. When a student at a junior high, middle school or other high school, or the parent(s) or guardian(s) of that student contacts a coach about attending the coach's school, the coach must immediately refer the student, parent(s) or guardian(s) to the principal or other appropriate school personnel, who have the responsibility of seeking and processing prospective students.

**C. SPECIAL INDUCEMENT**

1. A student-athlete may not receive or be offered any remunerations of any kind or receive or be offered any special inducement of any kind which is not made available to all students who enroll in or apply to a school.
2. Special inducements include, but are not limited to:
  - (a) Offer or acceptance of money or other valuable consideration such as free or reduced tuition during the regular school year or summer school by any person associated with a school.
  - (b) Offer or acceptance of room, board, textbooks or clothing, or financial allotment for textbooks or clothing.
  - (c) Offer or acceptance of pay for work that is not performed or that is in excess of the amount regularly paid for such service.
  - (d) Offer or acceptance of free transportation by any person associated with a school.
  - (e) Offer or acceptance of a residence with any person associated with a school living with non-custodial parent.
  - (f) Offer or acceptance of any privilege not afforded to non-athletes.
  - (g) Offer or acceptance of free or reduced rent for parents or guardians.
  - (h) Offer or acceptance of payment of moving expenses of parents or guardians or assistance with the moving of parents or guardians.
  - (i) Offer or acceptance of employment of parent(s) or guardian(s) in order to entice the family to move to a certain community if any person associated with the school makes the offer.
  - (j) Offer or acceptance of help in securing a college athletic scholarship.

**D. ACADEMIC RECRUITMENT PROGRAMS / OPEN HOUSES**

1. This policy is not intended to prevent a member school from conducting academic recruitment programs or recruitment programs designed to attract students based upon the school's overall educational and extracurricular programs. However, such recruitment programs must be designed to present the overall educational and extracurricular programs of the school and not be used as a subterfuge for recruiting students for athletic purposes. Such general recruitment programs permissible under this article must be carried out under the following guidelines:
  - (a) With the permission of the principal, member schools may present speeches, slides, film, tape or other similar programs to students at elementary, junior high or middle schools with grades below the ninth from which the member school can normally expect enrollment so long as said speeches, slides, films, tapes or other presentations are designed to attract students to attend the member school and are based upon the overall educational programs and not presented for the purpose of recruiting prospective athletes. No information can be distributed through such programs by the use of speeches, slides, films, tapes or written material which in any way implies that the member school's athletic program is better than any other member school's athletic program or that it would be more advantageous for a prospective student-athlete if he/she participated at that member school as opposed to any other member school.
  - (b) Member schools may conduct open house, designed to attract students based upon the school's overall educational and extracurricular programs. No information distributed at a school's open house through any speech, slide, film, tape or written material can imply that the school's athletic program is better than any other member school's athletic program or that it would be more advantageous for a prospective student athlete if he/she participated at that member school as opposed to any other member school. The school's athletic director and member school coaches may be present as part of the administrative team and faculty that conducts an academic recruitment presentation or open house for the purpose of answering questions or making presentations consistent with the above. Coaches

must strictly adhere to the CIAC recruitment regulation that prohibits the use of undue influence and/or special inducement by anyone associated with the school in an attempt to encourage a prospective student to attend that school for the purpose of participating in interscholastic athletics.

**E. *ATHLETIC PROGRAMS / ACTIVITY FAIRS***

1. Specific athletic and sport information may be distributed not earlier than April 15 by coaches and others, at any venue, to eighth grade students and other students that have officially committed to attend a member school. Students considered in this group are those that have been officially assigned a program of studies; registered with the school for the next school year and have complied with all other school enrollment requirements. These students are then considered bona fide members of the member school and may be contacted by individual school personnel for specific athletic intentions.
2. Activity fairs including athletic information programs may be held during the school day on or after April 15.
3. Prior to April 15, parent initiated individual visits to schools are permitted during school hours. Student hosts or others may not be assigned for athletic consideration.

**F. *FINANCIAL ASSISTANCE PROGRAMS***

1. Member schools are permitted to maintain financial assistance programs for students which must be without regard to athletic potential. Financial assistance based even partially on athletic potential or performance is not permitted from the school or any individual or group associated with the school.
2. Financial assistance programs must be carried out under the following guidelines:
  - (a) Evaluation of the students needs for financial assistance must be performed by a recognized organization independent of the school and approved by the CIAC Board.
  - (b) Member schools must make all records of financial assistance available to the CIAC for inspection upon request.
  - (c) No coach or any other unauthorized person associated with the school may suggest or promise that any part of tuition will be waived for a prospective student or that financial assistance may be granted for any reason, including financial need. The only person who may address the possibility of fee reduction or financial assistance is that person who has specific responsibility for admissions and financial assistance policies and procedures.
  - (d) Funds which have been donated to schools by businesses, organizations, clubs and individuals may be given as financial assistance to students through the normal financial assistance program of the school for all students, without regard to athletic potential.

**G. *PENALTIES***

1. A member school found to be in violation of any provision of this policy:
  - (a) will be assessed a financial penalty as well as all expenses incurred by the CIAC in its investigation, placed on administrative probation and required to forfeit all contests won in which a recruited student(s) participates and/or all points earned in any contests by a recruited student(s);
  - (b) may be placed on restrictive probation and denied participation in the CIAC State Championships Series for a period of not less than one year in the sport(s) in which the violation(s) occurred;
  - (c) may be placed on suspension probation and denied any participation with any member school for a period of not less than one year in the sport(s) in which the violation(s) occurred; and/or
  - (d) may be suspended from membership in the Association for a period of not less than one year.
2. A student who allows himself/herself to be successfully recruited by a member school: (a) will be declared permanently ineligible for interscholastic athletic competition at the school to which he/she was recruited; and (b) may be declared ineligible for interscholastic athletic competition for a period not to exceed one year at any member school.

**H. 1. Certificate of Compliance -- Refer to Appendix Q in the CIAC Handbook**

2. If a charge of recruiting is brought against a member school, the CIAC Board of Control shall appoint from among the CIAC membership an investigating officer, whose duty it shall be to determine the facts in the case. This person shall be empowered to summon representatives of both the complainant and the school accused of recruiting to an informal fact-finding meeting which shall be held within fifteen (15) days of receipt of the complaint.

No parties may at this time be represented by counsel. The investigating officer shall attempt to resolve the matter at issue between the two schools. Where the findings of violation of the recruitment rule have been determined following the investigation, the investigating officer may rule in his/her discretion that the offending school (a) be fined in a definite amount; (b) be placed on probation pending future conduct for a time definite; (c ) be prohibited from participation in CIAC-sponsored meets or tournaments for a time definite; (d) be suspended from the CIAC for a time definite or (e) be penalized by any combination of the above. If the schools accept the investigating officer's decision, it shall be so reported in writing to the CIAC Board, along with the investigating officer's findings of fact, the report shall be entered in the minutes of the Board, and the matter adjudicated and closed.

3. Should the efforts of the investigating officer fail, the CIAC Board of Control shall, within fifteen (15) days of the date of receipt of such report, establish a three-member panel to arbitrate the issue.

The panel shall consist of three member principals, one member chosen by the complainant, one member chosen by the accused school, and a third member agreed upon by the two parties. The neutral member will serve as Chair. The panel shall be empowered to call both parties to a formal hearing, at which time parties shall not be represented by counsel, and which shall be conducted according to existing CIAC By-laws and precedent. The hearing must be held no later than 21 days after the appointment of the panel. The decision of the panel shall be reported to the CIAC Board of Control and the two parties involved within one week following the conclusion of the hearing.

4. Where a finding of violation of the recruitment rule has been determined by a three-member panel, the panel may rule in its discretion that the offending school (a) be fined in a definite amount; or (b) be placed on probation pending future conduct for a time definite; or (c ) prohibited from participation in CIAC-sponsored meets or tournaments for a time definite; or (d) be suspended from the CIAC for a time definite; or (e) any combination of the above.
5. Should the findings and judgment of the panel be accepted by both parties, said findings and judgment shall be communicated by the panel in writing to the CIAC Board of Control, which shall enter the findings and judgment in the minutes of the Board, and the matter shall be declared adjudicated and closed.
6. Should the findings and judgment of the panel not be accepted by the parties, either may appeal to the CIAC Board of Control for a formal hearing before the Board. Such appeal must be made within fifteen (15) days following the announcement of the decision of the panel. If a request for an appeal hearing is not made within that time, the matter shall be considered closed and the judgment of the panel shall stand.
7. Upon appeal made in timely fashion, the Board of Control shall convene a formal hearing, where each party may be represented by counsel, to be held no later than 30 days from the day of receipt of the request. The hearing shall be conducted in accordance with existing CIAC By-laws and precedent in such cases.

If any party elects to be represented by counsel, the other parties must be so informed in timely fashion.

8. The school appealing the finding and judgment of the panel shall be subject to the application of Article III, E.1. and 2. of the CIAC [By-laws], regulations (q.v.). (Note: This article provides that any school which sues CIAC and loses pays CIAC's legal fees and costs.)
9. Punitive fines not to exceed \$10,000 may be imposed by the Board of Control against a school found to have engaged in recruiting as defined in Article IX, Section IV, C.2. and above. The superintendent of schools of the district shall be notified through the high school principal.

**ARTICLE XI - COOPERATIVE TEAM SPONSORSHIP**

The CIAC Board of Control shall have the authority to approve the formation of cooperative athletic teams by two, but no more than three member high schools under the following conditions:

1. The determination of the proper set of circumstances which will allow two or three (but not more than three) schools to form a cooperative team will depend significantly on the issue of competitor displacement. When the CIAC believes that a cooperative arrangement will cause an unreasonable displacement of potential competitors from one of the schools, the request to form a cooperative will be denied. Schools having sufficient numbers of competitors are advised not to request the formation of a cooperative team in that sport. It is only when two, but no more than three schools are experiencing difficulty in obtaining the desired number of competitors to form a team that the request for a cooperative team should be initiated.
2. The schools are located in the same geographical area.
3. All schools participating in the cooperative must be members of the CIAC, Inc.
4. The combined boy or girl enrollments in grades 10, 11 and 12 of the schools involved in the cooperative team will be used to determine the classification of the cooperative for the participation in CIAC tournaments.
5. The cooperative sponsorship agreement is established for a period of two consecutive school years. However, approval may be granted for a one year period.
6. The governing boards of all schools participating in the cooperative team agreement jointly make application to the CIAC Board of Control for approval of the cooperative team agreement.
7. Written assurance that a “no cut” policy will govern the cooperative.

**NOTE: THERE IS A PRINTED COOPERATIVE TEAM APPLICATION FORM WHICH MUST BE USED. A COPY MAY BE OBTAINED FROM THE CIAC OFFICE.**

8. The joint application includes:
  - a. Written approval from the league(s) of which the cooperating schools are members, or, in the event the cooperative team will not be affiliated with a league, written approval from a minimum of six schools included in the cooperative team’s schedule of competition.
  - b. The application form signed by the principals of all cooperating schools designating the name under which the cooperative team will compete.
  - c. A report of the potential number of students from each of the cooperative schools expected to participate on the cooperative team.
  - d. A report of the number of students, if any, from each of the cooperating schools who have been participating in the sport involved, in programs offered on a non-cooperative basis by their own schools.
  - e. A statement expressing the reasons for the formation of a cooperative team.
  - f. Written assurance that the cooperative team will not limit or lessen participation opportunities for students in any of the cooperating schools. A “no cut” policy must be in place.
  - g. Eligibility lists from the previous season in the sport in question.



9. Dissolution of Cooperative Teams
  - a.. When the decision of the CIAC co-op committee is to dissolve or discontinue a co-op program, there will be a maximum of a two (2) year phase-out (grandfather period, renewable yearly, and athletes will be eligible from their schools throughout the two year phase-out period. Eligibility is not restricted to only those athletes who were on the original co-op team roster at the time of discontinuation
  - b. All schools must agree to remain in the co-op agreement on a yearly basis. League approval is not required. During the two year grandfather period all athletes are to be notified by their school that a limited period of eligibility exists because the program is in a maximum of a two year phase-out period.
  - c. In a two (2) team co-op, if during the phase-out period both the teams exceed the co-op minimum limit at any time, the co-op will be rescinded and grandfathering will not be allowed.
  - d. In a three team co-op, if two (2) teams exceed the co-op limit and one does not, then the CIAC co-op committee will determine, with the approval of each school affected, which one of the teams over the co-op limit will be removed from the co-op.
  - e. In a three team co-op, if the numbers of two teams combined do not exceed the minimum co-op limit, all three (3) teams can remain in the co-op.
  - f. No three (3) team co-op program can exceed two (2) times the minimum limit for a co-op team.

Application deadlines for cooperative teams during any school year are:

Fall sports -- June 1;

Winter sports - October 1;

Spring sports - February 1

### **Decision Making Power**

The CIAC Executive Committee consisting of the Chairperson, Past Chairperson, Assistant Chairperson, Secretary and Treasurer and two member school principals who do not have CIAC Board of Control voting rights and one at-large principal will serve as the Cooperative Team Review Committee, whose power it will be to approve or disapprove all applications. Assisting the review committee will be two consultants one each representing CAAD and CHSCA. The review committee will meet monthly September through June to act on all requests. The Executive Director of CIAC or his designee will be responsible for having all appropriate documents and applications available for committee action.

## **ARTICLE XII - OUT-OF-SEASON PLAY**

### **SPECIALIZATION**

Students should have the opportunity to voluntarily engage in non-school sponsored sports activities provided such activities do not interfere with the student's educational development and the activities do not conflict with the principles of wholesome amateur athletics. The CIAC wishes to enhance that opportunity while at the same time discouraging the exploitation of student athletes by over zealous individuals and organizations who attempt to impose an obligation on the student to participate in their programs at any cost. There has been growing evidence of commercialism of high school athletes. In far too many instances non-school sponsored sports events have been the "marketplace" where the students have been lured to display their "athletic wares." Experience has revealed that such events tend to divide the allegiance of the students, undermine their respect for their high school coaches, and encourage the type of adulation which gives the students an exaggerated notion of the importance of their own athletic prowess rather than reinforcing the idea that athletic ability is an endowed talent which students should use for the pleasure and satisfaction that they may derive from athletic competition. By the promulgation and enforcement of these rules the CIAC strives to eliminate these abuses.

“For purposes of this regulation, an individual officially becomes a coach and thus must abide by all CIAC rules and regulations, upon written or verbal acceptance of an offer of employment by a board of education or its designated agent(s).

Also for purposes of this regulation, a coach remains a coach in the position for which he/she was hired until a formal resignation by the coach is received by the proper school authority or he/she is officially notified of termination by the superintendent of his/her designated agent.

Yearly expiration of contracts do not constitute “official notification” under the definition of this regulation.”

Adopted May 29, 1997

## 1.0 DURING AUTHORIZED CONTEST SEASON (Individual and Team Sports, Camps, Clinics)

### 1.1 Individual and Team Sports

- a. Participation in organized non-school sports competition, practice and try-outs during the authorized contest season, including CIAC tournament series, in the same branch of athletics shall mean that the student is suspended from all interscholastic athletics until he or she has been reinstated by the CIAC board of control. (Season in this section shall be defined as beginning with the first CIAC authorized season contest date in each sport and concluding with either the CIAC final tournament game or the New England Tournament if there is such a tournament.)

#### **Exception to Rule 1.1.a.**

##### **All Sports**

The CIAC board of control may grant exceptions to athletes to participate in those contests legitimately organized for the sole purpose of preparing for and selection to the next Olympic Games or other international competition. These contests must be recognized by the U.S. Olympic Committee and the national governing body for the sport as having as its sole purpose the selection to the next Olympic or international team. All decisions will be decided in accordance with the ***Restricted Competition*** provisions of the U.S. Olympic Sports Act wherein state athletic associations shall have “*exclusive jurisdiction*” to conduct their programs without interference by NGB’s.

##### **Select Sports (Only)**

An outstanding student athlete may participate in indoor track, outdoor track, gymnastics, swimming, golf and tennis as an individual (unattached) and not as a member of a team during the authorized contest season without loss of interscholastic eligibility provided the following criteria are met:

- 1) Compliance with weekly limitations for the specific sport.
- 2) In swimming, tennis, and gymnastics no more than four (4) outside meets per season are permitted. Athletes in these sports may practice but not compete with a non-CIAC team during the season. Such practices may not interfere with or replace member school practices.
- 3) Prior approval of coach, principal and parent.
- 4) Prior arrangements to complete academic lessons, assignments, tests, etc.

- 5) Student and parent agree to not accept, directly or indirectly any awards, gifts, trips, merchandise, etc., which would be in violation of CIAC regulations.
  - 6) Athletes will not miss any CIAC-sponsored tournament contest for which he/she is eligible unless excused by the CIAC board of control. It is the philosophy of the Conference that student-athletes owe loyalty to their school and team.
- b. A pupil shall not participate in or represent his or her school in more than one sport after the date of the first contest in that sport season, nor may that pupil represent more than one school during a season unless the pupil satisfies the conditions of Eligibility Rule II.C.

The school season is defined as the period between the date officially designated by the CIAC as the beginning or the season for that sport and the close of the post-season CIAC tournaments, except for those teams and/or athletes qualifying for the New England Tournaments. The conclusion of the New England tournaments will be the end of the season for these teams and/or athletes. In the case of a sport in which the CIAC does not sponsor a tournament, the three (3) sports seasons shall be defined as follows: Fall--the Monday of the week immediately preceding Labor Day to December 2, inclusive; Winter--November 1 to April 1; Spring--March 15 to the end of the school year.

### 1.2 Camps

- a. Students may not attend.

### 1.3 Clinics

- a. Students may not attend student clinics. (Student clinics are clinics in which the students attending physically participate in the athletic activity, whereas a clinic other than a "student clinic" has the students attending as observers only.)
- b. Students may participate for demonstration purposes in clinics held only within the State of Connecticut when their coach is a presenter. Such is considered a practice.
- c. Students may attend all clinics other than student clinics as observers.

## 2.0 DURING SCHOOL YEAR OUT-OF-SEASON INCLUDING THE SUMMER

### 2.1 Individual and Team Sports

- a. Member schools may permit student athletes to participate in non-school contests as individuals or as members of a non-school team.
- b. Member schools may not permit their coaches to coach or instruct their member school athletes\* in the sport which they coach.

*\* Member school athletes are CIAC athletes whose names appear on the previous year's eligibility list and who have eligibility remaining in the sport.*

- c. Member schools may not organize or permit coaches to organize, supervise or operate athletic practices or interscholastic athletic contests for their athletes.

Coaches cannot run fund raisers or collect money.

- d. Member schools may permit their coaches of individual sports to coach any of their athletes who have qualified for a national level competition that is sanctioned by the CIAC and National Federation. This would be limited to one competition. Schools may provide equipment and facilities. Schools may also provide insurance coverage and financial assistance for the competition.
- e. Member schools may allow the use of equipment that is deemed necessary for safety reasons.

However, the equipment may not identify the name or logo of the school. Member schools may not provide school-owned uniforms, worn by the student in non-school contests, or insurance coverage to students or coaches

**Exceptions to 2.1.b.**

- 1. A member school coach may coach or instruct his/her son/daughter
- 2. A member school coach may coach if he/she is a bona fide paid employee of a recreational institution where there is an open registration and a registration fee to belong. (Refer to definitions below.)
- 3. A member school coach may coach *one* non-school team *per year* provided no more than the number of member school athletes listed in the chart below are on the out-of-season team roster. Out-of-season rosters must remain fixed. Individual athletes may not be rotated on and off out-of-season non-school team rosters.

A team composition of more than the allowable players that are permitted to compete in contests by the National Federation rules will not be allowed. Example: eleven for football, nine for baseball, five for basketball, six for ice hockey, etc.

Girls Team Sports			Boys Team Sports		
Sport	# Reg Season	# Out-of-Season	Sport	# Reg Season	# Out-of-Season
Field Hockey	11	6	Football	11	6
Soccer	11	6	Soccer	11	6
Volleyball	6	3	Basketball	5	3
Basketball	5	3	Ice Hockey	6	3
Softball	9	5	Baseball	9	5
Lacrosse	12	6	Lacrosse	10	5
			Volleyball	6	3

- 4. A member school coach working in a camp as a volunteer, employee, or employer during the summer, or portion thereof, as a coach where his/her athletes attend, may coach if the following conditions are met:
  - a. The contact period between coach and his/her athletes is not more than ten (10) days;
  - b. The coach does not coach or instruct his/her team as an exclusive team unit;
  - c. The number of athletes from a member school team does not exceed ten percent (10%) of the total number of athletes in attendance at the camp during a specific time period.

5. A member school coach working for a summer club in the sports of swimming, tennis and gymnastics as a full-time, bona fide paid employee may coach if the following conditions are met:
  - a. The coach does not coach or instruct his/her athletes as an exclusive team unit;
  - b. The contact period between coach and his/her athletes will terminate fifteen (15) calendar days prior to the CIAC designated starting practice date for that sport (fall sports).

#### Definitions for 2.1.b.

1. **A Bona Fide Paid Employee** -- Is an employee who receives at least \$600 in salary for coaching service and can produce an IRS W-2 form or 1099 form which documents \$600 or more in salary received from the employer.
2. **Open Registration** -- Registration must be open to all the boys and/or girls of the school. Membership cannot be limited to a small group of highly skilled individuals or members of a select team. Membership on a team or in an activity may not be predicated on an individual's ability or skill in the sport.
3. **Recreational Institution** -- A recreational institution is one whose program is designed to provide an opportunity to "play" the sport, have fun, socialize, be a means of diversion, and experience the joy of participation. Conversely, the teaching of skill, and/or the provision of instruction or coaching to increase or to improve individual and/or team play, should not be present except to the extent that minimal instruction is necessary to enable the participant to play the sport competently as a recreational activity.
4. **Camp** -- An organized summer time non-school program whose purpose is improving the skill level of athletes in a specific sport. The camp must have liability insurance, open registration and there must be a registration fee to participate.
5. **Member School Athletes** -- Are CIAC athletes (name on CIAC eligibility list) who have CIAC eligibility remaining in the sport.
6. **Non-School Team** -- Is a team which is not sponsored or organized by the school and for which the school assumes no liability.
7. **Summer Club** -- Any club which offers the sports of swimming, tennis and/or gymnastics and where participation by high school age students in club activities is based on full membership in the club; where membership is not based on age, race, creed or ethnicity; where there is a membership fee to belong and where the club can demonstrate that they are incorporated as a business under the statutes of the State of Connecticut.

#### 2.2 Camps which Teach the Skills of a Specific CIAC Sport

- a. Member schools may permit students to attend during non-school time provided the following standards are met:
  - 1) Attendance is limited to non-school time.
  - 2) Students may not wear school-owned uniforms or equipment which identifies the school.

- 3) The camp is not organized, supervised or operated by the school. Booster Clubs that are financially independent of the school and the school does not control and/or administer those funds may finance camp expenses. Member schools or coaches employed by member schools may not finance camp expenses.
- 4) Refer to exception 2.1.b.4 and 2.1.b.5 -- Coaching restrictions.

### 2.3 Clinics

- a. Member schools may permit students to attend during non-school time provided the following standards are met:
  - 1) Attendance is limited to non-school time.
  - 2) Students may not wear school-owned uniforms or equipment that identifies the school.
  - 3) The student clinic is not organized, supervised or operated by the school. (Student clinics are clinics in which the students attending physically participate in the athletic activity, whereas a clinic other than a "student clinic" has the students attending as observers only.) Using players as instructors or demonstrators is permitted at student clinics where participants are NOT from the school's athletic team.
- b. Member schools may permit their coaches to use their athletes and school-owned equipment in clinics, not student clinics, when the coach is a presenter and the athletes are used to demonstrate what is being presented. There may be no more than three (3) such clinics per year. School time may not be used. Students may wear school uniforms.
- c. Clinics shall be limited to no more than one day unless prior approval is granted by the CIAC.

### 2.4 Tryouts For School Teams

- a. Member schools may not permit students with athletic eligibility remaining in a sport to try out for a school-sponsored team prior to the first practice date of the CIAC authorized season..

### 2.5 Physical Fitness Programs (Conditioning)

- a. Member schools may conduct physical fitness programs in accordance with the following standards:
  - 1) Physical fitness programs may be conducted indoors or outdoors, as long as there is no coaching and instruction of sport techniques and skills. Cardio vascular conditioning derived from running type activities is permitted.
  - 2) Equipment used in playing a sport is prohibited in physical fitness programs.
  - 3) Weight machines and indoor weight rooms may be utilized in physical fitness programs.
  - 4) Out-of-season physical fitness programs may be conducted for a select group of athletes. Member schools must assure that students are not coerced to participate and that these programs do not hinder or interrupt any of the students other educational, athletic, or family commitments. These programs must be school sponsored and under the direct supervision of the school.
  - 5) Mandatory attendance at out-of-season physical fitness programs is not permitted.

### 2.6 Open Gymnasium / Playing Fields / Natatorium

- a. Member schools may conduct “Open Gyms”, “Open Fields”, “Open Natatoriums” in accordance with the following standards:
- 1) Opening gymnasium, fields or natatorium of a school district for recreational purposes is permitted.
  - 2) Member schools may not open the gymnasium, fields or natatorium of a school during the non-CIAC sport season including the summer for a sport for a select group of students to practice individual skills.
  - 3) Opening the gymnasium, fields or natatorium of a member school for school team competition during the non-CIAC season including the summer for a sport is not permitted.
  - 4) Member schools may not permit their high school coaches to coach or instruct member school athletes in an “Open Gym”, “Open Fields” or “Open Natatorium” program.

### CIAC OUT-OF-SEASON QUESTIONS

1. ***Can a coach call an out-of-season meeting of his players to provide off-season “self-help” suggestions or regiments to help athletes improve their conditioning and/or skills?***

Yes, a meeting between coach and players for the purpose of providing off-season suggestions or regiments is permitted. However, the meeting cannot be designed to offer coaches the opportunities to instruct athletes on improvement of skills.

2. ***Can a coach who has been hired by a school, but not yet coached in that school, coach and instruct athletes from that school during the summer prior to assuming his/her coaching duties?***

No, a new coach must comply with the CIAC out-of-season regulation. For consistency, a new coach and a returning coach are treated the same. Coaching/instructing applies to “member school athletes” defined as CIAC athletes whose names appear on the previous eligibility list and who have CIAC eligibility remaining in the sport.

3. ***What is a non-school team? Can a non-school team be composed of only those athletes which made up the school team the previous season?***

A non-school team is one which is not sponsored or organized by the school and for which the school assumes no liability. Yes, a non-school team can be made up of only those athletes from the previous season. However, if the coaches are involved in coaching or instructing those athletes it would be a school team practicing out-of-season.

4. ***As a long time high school coach, can I organize and supervise a summer camp which consists of my athletes from last year as long as I do not coach or instruct them as an exclusive team unit and they don’t exceed more than 10% of total number of participants?***

Yes, as long as he/she is NOT in violation of out-of-season rule 2.1.b. and he/she is not coaching or instructing any of those athletes as an exclusive team unit.

5. *As a freshmen coach, who has no contact with the varsity team, can I coach or instruct next year's varsity team in a summer league?*

No, all coaches on the staff (freshman, JV or varsity) for that sport are prohibited from coaching "member school athletes" defined in the answer to question #2.

6. *Does my son or daughter count as one of the maximum number specified by CIAC that I can coach or instruct in a non-school team during the summer?*

Yes.

7. *Can CIAC member schools permit their coaches to inform their players, through announcements, posters, letters, of sports specific opportunities, such as camps, clinics, leagues, etc.*

Yes, but coaches cannot organize, supervise, coach or instruct member school athletes except as provided for through exceptions to 2.1.b.

8. *Can a coach call an out-of-season school team meeting for the purpose of organizing summertime practices?*

No. Rule 2.1.c. states: Member schools may not organize or permit coaches to organize, supervise or operate athletic practices ....

9. *Can a coach call a school team meeting during the off-season for the purpose of organizing out-of-season captains' practices?*

No. Rule 2.1.c. does not allow coaches to organize captains' practices.

10. *In the scenario above can a volunteer who has worked with the team during the season organize an out-of-season practice?*

No. Volunteers who work with the team during the season are considered coaches. Whether they are paid or certified by the SDE or LEA is immaterial.

11. *Can a person who is not a volunteer or a coach and who has not worked with a team during the season organize an out-of-season practice?*

Yes, these individuals are not school coaches and have no involvement with the school. However, there can be no involvement with the school coaching staff.

12. *Can a coach lend a helmet to a player for an out-of-season event?*

Yes. All equipment must not identify the school name or school logo.

13. *Can five different football coaches from the same staff each coach six of their players (totaling 30) in a summer passing league?*

Yes. The regulation states a football coach can coach or instruct a maximum of six of his member school athletes in a non-school team setting. It does not specify how many individuals can coach a team. The coach cannot rotate the six athletes at any time.

14. *Can a football coach conduct an out-of-season non-mandatory workout, where well designed aerobic, stretching and interval training techniques are used?*

Yes, but the training techniques cannot be sports specific and must comply with regulation 2.5.4



15. *Can a coach send his athletes to an out-of-season “camp” which is solely designed for physical fitness training?*

Yes.

16. *With the new rule modifications can a basketball coach now coach three athletes out-of-season?*

No, it would be considered an out-of-season practice. In order for the coach to be in compliance with the regulation all coaching and instructing must in a non-school team setting.

17. *Exception 2.1.b. allows coaches to coach a non-school team but does not specify whether the team must belong to a league. What are the specifications as to how the non-school team can exist?*

The regulation does not define what constitutes a league. Non-school teams can exist without being in a league.

18. *Can a coach mandate out-of-season conditioning for all their athletes?*

No, coaches are not allowed to mandate out-of-season conditioning or practices.

19. *Can a swim coach conduct an out-of-season fitness program by conducting lap swimming in a pool as long as there is no coaching or instructing?*

No, lap swimming in a pool would be considered a sports specific conditioning activity.

20. *Can a coach run plyometrics exercises as a form of conditioning?*

Yes, plyometrics exercises is considered a form of conditioning.

21. *Can the booster club fund our athletes who wish to attend summer camp?*

Booster clubs that are financially independent of the school and the school does not control or administer the fund may finance camp expenses. If the school personnel are involved in the disbursement and management of those funds, then the booster club cannot finance camp expenses.

22. *Can a volunteer who worked exclusively with soccer goalies during the season, coach the school's soccer team during the summer?*

No, that volunteer is considered a coach and must comply with the CIAC out-of-season regulation.

23. *Can a JV baseball coach also coach his own players in the summer on a Babe Ruth team?*

Yes, however, if any of those players have eligibility remaining he cannot coach more than five specific players on that team, who he will be coaching next season.

24. *Can a coach play on the same summer team with some of his players or participate in a tennis or golf match without causing a violation?*

Yes, as long as there is no coaching or instructing involved during the time of participation.

25. *Can a coach who is both a girls swim coach and a boys swim coach, coach in a summer camp and work with 10% of his girls team and 10% of his boys team at the same time, not as exclusive team units?*

Yes, the regulation is an exclusive team regulation.

4.1 CALENDARS, SPORTS: ESTABLISHMENT OF

Schedule of interscholastic contests within CIAC season limitations is the responsibility of individual schools and/or leagues.

4.2. A. CIAC CONTROLLED SPORTS (REGULATIONS FOR)

1. The CIAC-controlled sports for 2004-05 are: Boys/Girls Basketball; Boys/Girls Cross Country; Boys/Girls Outdoor Track; Boys/Girls Indoor Track; Boys/Girls Swimming; Boys/Girls Tennis; Boys/Girls Soccer; Field Hockey; Ice Hockey; Boys/Girls Lacrosse; Boys/Girls Volleyball; Wrestling; Gymnastics; Boys/Girls Golf; Softball; Baseball; Football.

In a CIAC-controlled sport all levels of play, be it varsity, junior varsity, freshmen or club team, must comply with the rules of the CIAC Code of Eligibility.

2. The CIAC will consider controlling a sport when:
  - A. 20% of the CIAC member schools compete in the sport in the same season at the varsity level of play;  
or  
The number of CIAC member school athletes competing in the sport in the same season is equal to or greater than a number equaling 2% of the students of that gender enrolled in CIAC member schools in grade 9 through 12 in the preceding year based on October 1 enrollment figures submitted by member schools to the State Department of Education;
  - B. There are enough volunteers from the ranks of member school administrators and coaches to form a CIAC sports committee;
  - C. There is evidence of administrative expertise among the petitioners upon which the CIAC can draw for the management of the state tournament/championship.
3. Sports already under the control of CIAC which fall below the 20% and/or the 2% factor will be reviewed to determine if control should be maintained.

4.2.B. NON-CIAC CONTROLLED SPORTS (GUIDELINES)

Schools which sponsor interscholastic competition in sports which are not CIAC-controlled should observe the following guidelines for such competition.

1. If a member school non-CIAC controlled sports team competes interscholastically members of such teams should comply with the CIAC Rules of Eligibility.
2. The season for a non-CIAC controlled sport should be that season which is generally accepted as the time of year when that sport is traditionally played. Normal weekly and seasonal limitations for that sport should be observed.

**4.3 COMMUNICATIONS****A. COMMUNICATIONS WITH MEDIA**

Establish a friendly atmosphere.

Be positive about your role and actions.

Base your judgment (if given) only on available facts and actual situations.

Be truthful - yet tactful.

Avoid expressions or comments that place blame.

Remain poised.

Be constructive with suggestions if asked -- a few well thought out ideas are better than many. Don't answer a question that was never asked if it doesn't help your point.

Set a time limit on discussions.

End on a note of continuing cooperation.

Don't offer what is not asked.

If you believe the information should not be given, indicate that in your response in a professional manner.

Use press conference with support personnel when possible.

Act with candor, knowledge and charm.

Kill with kindness.

**B. COMMUNICATIONS -- UNDERSTANDING MEDIA**

1. Help the reporter meet his deadlines. The reporter is rushed because news is not only perishable but also must be written to meet specific deadlines.
2. Understand the job of the reporter. Others on the newspaper's staff decide how much of the story to run or whether to use it at all, where to place it in the newspaper, and what headline to put on it.
3. If you have a good story, a follow-up, or a complaint, go directly to the reporter. You also may wish to talk to the editor, but first let your regular reporter in on your thoughts.
4. Avoid giving out information that is difficult to interpret or understand.
5. Always be as accurate, honest, and helpful as possible when working with reporters on stories.

**4.4 COPYRIGHT INTEREST IN TELECAST SPORTS EVENTS**

The Connecticut Interscholastic Athletic Conference, Inc. shall own the copyright in all broadcasts (live and delayed), films, videotapes and recordings of events telecast pursuant to agreement. Notice of the Connecticut Interscholastic Athletic Conference copyright shall be included as part of every Connecticut Interscholastic Athletic Conference sports event telecast made pursuant to agreement. The notice shall consist of the symbol or the word "Copyright", followed by the year that the event is first telecast and the name "Connecticut Interscholastic Athletic Conference, Inc." and shall appear in the opening and closing credits.

**4.5 DEFINITIONS****4.5.A. AMATEUR ATHLETE GUIDELINE**

An amateur athlete is one who participates in athletics solely for the physical, mental, social and educational benefits derived from such participation. The amateur athlete treats all athletic activities in which he/she participates as an avocational endeavor. One who takes or has taken pay, or has accepted the promise of pay, in any form, for participation in athletics or has directly or indirectly used his/her athletic skill for pay in any form shall not be considered an amateur and will be in violation of Rule II.F. of the CIAC Code of Eligibility.

The following are the basic interpretations of the principles involved in the amateur code which may lead to the loss of an athlete's eligibility.

- A. Participation in any athletic activity under an assumed name.
- B. The awards should be symbolic in nature, i.e. letters, sweaters, jackets, pins, trophies, other similar type awards, and rings or watches which are properly inscribed. Cash awards including U.S. Savings Bonds are prohibited.
- C. Participation on an amateur sports team in which the student athlete receives, directly or indirectly, any salary, incentive payment, gratuity or expense allowance other than actual and necessary travel allowances, and room/board expenses for practice and games. Third party scholarships are permitted. These are scholarships which are paid directly to the University or College.
- D. Sign a contract or verbally commit with an agent or a professional sports organization.
- E. A student athlete may participate as an individual, or as a member of a team against professional athletes, or as a member of a team on which there are some professionals who are not currently under contract with a professional team and are not receiving payment for their participation; but he/she may not participate on a professional team.
- F. Accepting a nominal, standard fee or salary for instructing, supervision or officiating in an organized sports program or recreation, playground or camp activities shall not jeopardize amateur status. "Organized programs" include both school and non-school programs. Compensation for giving private lessons is permissible if circumstances parallel the above statement.
- G. If a student athlete's appearance on radio or television is related in any way to his/her athletic ability or prestige, the athlete may not under any circumstance receive remuneration for his/her appearance. Under such circumstance, however, an athlete may appear on a sponsored radio or television program or have his/her name appear in newsprint ads or in player of the week, month, year advertisement promoting products provided he/she does not endorse or implicitly endorse any commercial product.

**Reinstatement of Amateur Eligibility** -- Rule III.C. of the CIAC Code of Eligibility states, "Violation of Rule II.F. shall mean that the pupil is suspended from all interscholastic athletics until he or she shall have been reinstated by the Board of Control of the CIAC after voluntary petition to the Board of Control. The Board of Control shall not consider any petition for reinstatement until at least three (3) months after the presentation of the petition."

#### **4.5.B. TRY OUTS**

During the CIAC defined sports season, players are not permitted to participate with or for teams (professional or otherwise) in any capacity. This regulation includes "try outs," "work outs," and other activities which are designed for the purpose of showcasing or evaluating talent.

#### **4.5.C. ALL STAR COMPETITION (CIAC REGULATION)**

The CIAC does not sanction or approve any athletic activity of an "all star" nature. Any individuals from Connecticut schools who participate will not jeopardize their eligibility if they are not identified with their schools, do not wear school uniforms or equipment and are not subsidized by their school.

**4.5.D. CAPTAIN'S PRACTICE (DEFINITION)**

The term "Captain's Practice" usually means the team's captain organizing and conducting practice sessions for that sport without adult supervision.

The CIAC does not in any way sanction, encourage or condone "Captain's Practice" in any sport. "Captain's Practice," depending on the member school's involvement, may be a clear violation of eligibility rule II.D. (Season limitations) or certainly a violation of the spirit of Rule II.D.

There is also a serious practical consideration. CAS counsel advises that if it can be demonstrated that a school is allowing "Captain's Practice," the liability responsibility for an injured athlete may be quite serious; that the threat of a negligence suit would lie heavy.

**4.5.E. JAMBOREE (DEFINITION)**

**CIAC Definition** -- A jamboree is a contest among three or more teams in which no team may play more than the equivalent of the regulation time established for that sport, and no team may participate against the same opponent for more than one-half of the normal regulation time established for that sport. The purpose and conditions of a jamboree are as follows:

1. Formal contest that simulates game conditions, officials are present.
2. Team cannot play more than the total regulation time for that sport and no more than ½ of the regulation time against any one opponent.
3. Published on an announced schedule and counts toward CIAC weekly limitation.
4. Must meet all game conditions established by CIAC, bound by the National Federation Rules.
5. Cannot be held earlier than the 8th day of practice.
6. Cannot be more than one per sport per year.
7. Must be sponsored by a CIAC member school.
8. Admission to contests normally charged.
9. Usually announced in newspapers and results reported in newspapers.
10. Uniforms usually worn, score and time usually kept.

**4.5.F. SCRIMMAGE (DEFINITION)**

A practice contest to which no admission is charge, which is not on an announced schedule, which is not regularly conducted by an official or officials and shall not count as a game.

1. Informal practice contest, usually no officials or volunteer officials are used.
2. No time limitations, scrimmage times at discretion of coaches.
3. Not on any announced schedule and does not have to comply with CIAC weekly limitations.

4. Does not have to meet all game conditions established by CIAC, not bound by National Federation Rules.
5. Can be held any time during the practice and/or regular season.
6. Can be as many as the coach desires.
7. Agreement between schools, no sponsorships desired.
8. Admission is usually not charged.
9. Usually of no interest to newspapers or the public.
10. Usually uniforms not worn and time and score not maintained. Exceptions: Football and Ice Hockey.

#### 4.5.G. ONE PERSON TEAM (DEFINITION)

In the case of an outstanding individual athlete who attends a CIAC member school which does not have a team in a specific sport, the school may file an eligibility form with CIAC for a “one person team”. If the individual in question meets all the CIAC eligibility rules, he/she may participate in the CIAC state tournament provided he/she meets all the requirements set forth in the tournament regulations for that sport. Qualification for tournament competition may be achieved if he/she is permitted by the other participating schools to compete as a “third team” in what are normally dual meets. “One person teams” must be confined to a single receiving school per sport. One person teams are permitted in the sports of cross country, gymnastics, golf, track, tennis, wrestling and swimming. A maximum of three (3) individuals will be permitted to represent a school.

#### 4.5.H. PRACTICE DURING SEASON

During each sport season players who are members of a CIAC team cannot practice with another CIAC school in the same sport unless it is sanctioned by the principals of both schools or it is an approved activity governed by other CIAC rules and policies. Players who have ended their competitive season are not allowed to practice with another CIAC school in the same sport. However, school teams may continue to practice until the end of tournament season.

#### 4.5.I. SPORTS CLUB (DEFINITION)

Any athletic team that participates with the approval of the principal in any level of play in CIAC-controlled athletic contests on the interscholastic level other than a varsity, JV or freshman team.

CIAC member schools may form “SPORTS CLUBS” in any of the CIAC-controlled sports. The purpose of the “SPORTS CLUB” concept is to remove the pressure of winning and provide an opportunity for the players and coach to develop individual skills as well as offensive and defensive strategies associated with the sport. It is up to the member school to determine how many years the sport will be played on a “Club” basis.

To remove the pressure of winning, “SPORTS CLUBS” may not qualify for the CIAC tournament in the sport. Nor may a CIAC member school team playing on the varsity level count the game against a “SPORTS CLUB” toward qualifying for a CIAC tournament. Eligibility of individual athletes will be determined in the same manner as varsity, JV or freshman eligibility.

A "SPORTS CLUB" must comply with all of the rules and regulations for the sport. No athlete who participates on a CIAC-controlled sports club is eligible to participate in another CIAC sport during the same season.

Member schools forming a "SPORTS CLUB" must become aware of the following:

1. A "SPORTS CLUB" must submit a CIAC Eligibility form two days after the first contest.
2. All members of a "SPORTS CLUB" must be eligible to compete in accordance with the CIAC Code of Eligibility for that year.
3. "SPORTS CLUBS" must abide by the season and weekly limitations for the sports listed in the current CIAC Handbook.
4. "SPORTS CLUBS" may not qualify for the CIAC tournament in the sport.
5. Member schools playing "SPORTS CLUBS" may not count the game toward qualifying for the state tournament in the sport.

#### **4.5.J. UNATTACHED STATUS (DEFINITION)**

When the CIAC informs a school principal that a student athlete may participate in a select meet or tournament as an "unattached" individual, it means that:

1. Athletes must comply with CIAC weekly and seasonal limitations for the sport.
2. Athletes cannot represent their high school or state association in any way, nor are the high school and state association legally responsible for athletes who participate in the meet or tournament. Athletes may not use the school name or school uniforms, and the school may not sponsor the athletes in any way, financial or otherwise.
3. A school may not benefit in any way through the participation of an athlete. Prizes or trophies may not be awarded a school.
4. Entry fees may not be paid by the school.
5. The signature of the principal and coach on the Official Entry Form do not connote authorization for the student to compete for a school. The signatures are to be taken only as evidence that the student is a bona fide member of a CIAC member school team and that his/her coach and school administrator are aware of the fact that he/she is entered in the event.

An athlete who represents his/her school in any way will be ruled ineligible for further CIAC participation in the sport.

#### **4.6 DISQUALIFICATION / EJECTION RULE -- ATHLETE/COACH**

The CIAC set guidelines and tone for acceptable and appropriate behavior at all CIAC contests. Given this charge, it is CIAC's responsibility to be proactive and responsive to the growing issues of violence in sports. A strong consistent statement reflecting zero tolerance for violence in sports must become standard operating procedure for all schools. (This is to be considered a minimum standard.)

\* Game Assigners reporting disqualification and ejections are to leave the following information on CIAC voice mail: (203) 250-1111 -- Name of Player and/or Coach, Name of School, Date of Ejection, Sport, Name and Telephone number of Official.

The following policies for disqualification shall apply in all sports:

1. Any student athlete who physically assaults an official, coach, opposing player or spectator will be immediately dismissed from the team for the remainder of the season.
2. When an athlete or coach is ejected from a contest for unsportsmanlike behavior or fighting, including \*taunting, the athlete or coach is ineligible to participate in the next contest at the same level of play (even if the next contest does not occur until league or CIAC tournament play or next year). If one or more different level contests are scheduled prior to the next contest at the same level of play, the athlete or coach shall be ineligible to participate in the next (but no more than one) contest at all other levels of play. Forfeits, or postponed games shall not be considered as games missed via disqualification policy.
3. Upon the second disqualification, if that violation is for initiating a fight or retaliating in a fight (as determined by the game official), that student athlete will be dismissed from the team for the remainder of the season. Otherwise #2 remains applicable.
4. A school's first incidence of non-compliance will result in forfeiture of the game in which the athlete should have "sat out", a \$250.00 fine, and the student is required to sit out the next scheduled game when the violation is discovered.
5. Any CIAC team that accumulates five (5) or more disqualifications for flagrant misconduct, unsportsmanlike conduct, including taunting, retaliating in a fight, or physically assaulting an official, coach, opposing player or spectator during the course of one season will be barred from CIAC post-season competition. The number of disqualifications must be completed on all tournament forms. Disqualification from the team under #1 constitutes one disqualification in team totals.
6. Disqualifications from one season carry over to the next season in that sport for undergraduates and coaches, or the next season of participation in any sport for seniors.
7. If the playing rules for a sport specify an additional penalty, the additional penalty will apply. The CIAC disqualification rule applies to all disqualifications with the exception of reaching the limit of personal fouls in basketball and lacrosse; reaching the limit of technical violations in wrestling; or being disqualified by the rules in ice hockey, which does not require a next game disqualification.
8. Any misconduct by a coach will count towards the team's total number of disqualifications.

Note: Refer to Appendix T for CIAC disqualification game report form and interpretations.

\* **Definition of Assault:** An assault is defined as a violent attack which attempts to injure one physically. In the judgment of the game official it is more serious than a fight (usually towards another person and requires immediate removal of the athlete for the remainder of the year.

\* **Definition of Taunting:** Taunting includes, but is not limited to any actions or comments by coaches or players which are intended to bait, anger, embarrass, ridicule or demean other players, coaches, or game officials. Included in this is conduct that berates, needles, intimidates or threatens based on gender, ethnic origin or background and conduct that attacks religious beliefs, size, economic status, speech, family, special needs, or personal matters. Examples of taunting that would lead to ejection include, but are not limited to, physical and verbal intimidation outside the spirit of the game



(“trash talk”), reference to sexual orientation, “in-the-face confrontation” by one player to another, standing over, straddling a tackled or fallen player, etc.

Penalty: In all sports, game officials are to consider taunting a flagrant, unsportsmanlike foul that disqualifies the offending bench personnel or athlete from that contest/day of competition and the player or coach from the following contest/day of competition, i.e. the CIAC player/coach ejection rule will be invoked. A warning may be given, but is not required before ejection.

The CIAC Disqualification / Ejection Rule is in effect for all contests that engage officials who have been assigned by Board Commissioners from CIAC registered officials organizations, or directly by the school or by the CIAC.

There is NO appeal procedure that a school may use relative to disqualifications. Disqualification is a judgment call by an official and as such is not appealable. Once the game official(s) leaves the site of the contest all decisions on game disqualifications are final. Until the official(s) leaves the site the game official(s) is in charge and may take any action deemed to be appropriate, even to the extent of reversing an earlier decision to eject a player or coach. Both schools (coaches on site) must be made fully aware of all final decisions on game disqualifications.

#### 4.7 EJECTION OF A COACH

When a member school’s coach is ejected from a game for an infraction as prescribed by the rules, the game may not continue until the member school replaces the ejected coach with a certified coach. The coach must leave the premises. If this cannot be accomplished within fifteen (15) minutes after the ejection, the official in charge will declare a forfeit win for the opposing team. (Refer to question #6 - Appendix T)

#### 4.8 HAZING

**CIAC Definition:** Hazing is defined as “any activity that humiliates, degrades, abuses or endangers a person’s physical or emotional health for the purpose of initiation or membership in or affiliation with any organization, regardless of the person’s willingness to participate.”

Responsibility, integrity, citizenship, and a strong sense of school and team commitment are the foundations for appropriate participation in modern day school athletic programs. To achieve this goal, the CIAC Board of Control has adopted the following regulation for all member schools. Each member school shall establish and distribute to each coach and athlete a specific policy on hazing.

Adopted June 15, 2000

## 4.9 FORFEITS

Member schools will be required to submit regular season schedules for all sports controlled by CIAC in which member schools participate. Determination of forfeitures will be based on this schedule.

A forfeit game shall count as a victory for the team declared the winner and as a loss for the team declared a loser in determining tournament qualifications and ratings. For tournament qualifications only the following reasons for a forfeit shall be accepted.

1. A team shall forfeit a game or games if through a violation it is required to do so under the CIAC Rules of Eligibility.
2. A team shall forfeit a game if the game official declares the game a forfeit as a result of a National Federation rule violation, or a team refuses to play after being instructed to do so by the game official.
3. Forfeitures will be honored by each CIAC sports committee when there is mutual agreement between the Principals of the two schools involved in the game not played or terminated. Each Principal must submit on the official CIAC Canceled Game - Forfeiture Form his/her decision and it must be received in the CIAC office within 72 hours following the time of the scheduled contest. On the eve of a tournament when there is not sufficient time for normal administrative procedures (72 hours) if a question of team forfeiture arises the Executive Director or his designee, in consultation with the Chairman of the sports committee affected and the Principals of the two schools will make an appropriate ad hoc decision in consideration of the best interests of the tournament as a whole. Note: In football only forfeits must be accepted if offered. They may not be rejected.
4. All games listed on the original schedule and submitted to the CIAC which are not played and have not been forfeited in accordance with this policy will be considered by each sport committee as No Contest and shall not count for tournament qualification and ratings unless it affects the minimum number of games required to qualify for tournament participation. In this instance the sport committee shall review the evidence submitted by the teams involved and may grant an exception from the minimum game number requirement. The minimum winning percentage as determined by the individual sports committee must be met under all circumstances.

Note: A copy of the CIAC Official Cancelled Game-Forfeiture Form is included in this Handbook as Appendix P.

## 4.10 INELIGIBLE COMPETITOR -- CIAC TOURNAMENT

When it is discovered that a team has used an ineligible competitor in a CIAC team tournament, the tournament game/match shall be forfeited. The team using the ineligible player will be disqualified from the tournament and that team's last opponent will advance in its place. Teams eliminated prior to the last opponent will not be permitted to re-enter the tournament. This applies to the following CIAC sports: baseball, basketball, ice hockey, field hockey, soccer, girls team tennis, football, volleyball, softball and lacrosse.

When it is discovered that an ineligible competitor participates in a CIAC individual type tournament meet or match, the competitor will be disqualified from the competition and his/her opponent will advance in his/her place. Teammates of the ineligible competitor, except relay team teammates, remain in the tournament and score points for their team. Team points earned by the ineligible competitor will be subtracted from his/her team's total score. Team rankings will be readjusted if warranted. Opponents eliminated prior to the last opponent may not re-enter the tournament. This applies to the following CIAC sports: swimming, wrestling, indoor track, outdoor track, tennis, gymnastics, cross country, golf.

**4.11 LATE ENTRY POLICY**

**Late Entry / Inaccurate Information Policy:** If school's game or meet schedule or tournament entry form is late (beyond the established deadlines but prior to the pairings, seeding or heat meeting), or the information contained on those forms is inaccurate, and an exception is permitted, a late fee of \$50 must be paid before the contest or team is allowed to participate.

**Tournament Regulations Violations:** If a school fails to comply with tournament regulations, including deadlines, accurate information and/or any other procedure which requires the CIAC tournament sports committee, central office staff, or Board of Control to redo any portion of the tournament pairings or which adversely impacts the management of the tournament, and an exception is permitted, an administrative violation fee of \$250 will be imposed upon the school before entry into the tournament will be allowed.

**4.12 LEAGUES - ROLE OF CIAC WITHIN AND BETWEEN (POLICY STATEMENT)**

CIAC is a voluntary organization of schools which through their membership subscribe to and agree to be bound by a common code of rules of eligibility and control which govern interscholastic sports competition. CIAC seeks thereby to insure equitable competition among schools and to maintain athletics in proper perspective with relation to the entire educational program. The CIAC board of control has been vested by the member schools with the authority to develop, supervise and conduct interscholastic competition, including state championships in the 27 boys and girls sports which it presently sponsors.

While the CIAC services, regulates and controls the interscholastic athletic activities of the member schools both individually and collectively, it has never, at any time in its history, had any involvement in either the formulation or governance of athletic leagues beyond the already established requirement that the league member schools abide by CIAC rules and regulations in league operation.

While there have been, over the years, scattered instances where the intervention of CIAC in league operation has been solicited, such intervention has been declined for sound philosophical and practical reasons.

**LEAGUE POSITION REAFFIRMED**

Based upon the CIAC by-laws and long-standing CIAC policy, the Board of Control has no authority over a league as an entity. The Board of Control does have authority to discipline league member schools if they fail to abide by the CIAC rules and regulations in league operation.

League members by agreement grant a league authority to regulate the league but subject to CIAC rules and regulations. League members are therefore subject to CIAC Board of Control sanction when they have participated in and/or condoned violations of CIAC Rules and Regulations.

**4.13 LEAGUE PLAYOFF GAMES**

The limit in the number of games per season is to exclude games played with alumni and games in CIAC sponsored tournaments, and league sponsored and administered playoff games. The limit of games per week is to exclude postponed games, games played in CIAC sponsored tournaments, and one league playoff game. A maximum of one league playoff game may be excluded from the weekly limitations per season.

In an effort to consistently and uniformly interpret this By-law the following guidelines will be used:

1. Only one league playoff game may be excluded from the weekly limitation rule per season per sport. There is no maximum on the number of league playoff games excluded from the season limitation.
2. All playoff games must be league sponsored and must be to determine a league champion or league post-regular-season tournament champion. Three cases exist:
  - a. League Divisional Playoffs -- When a league contains two or more divisions and a league championship is determined from divisional championships.
  - b. League Season First Place Tie -- When a league ends its regular season with two or more teams tied for first place and where playoff games are necessary to determine a champion.
  - c. League Sponsored Tournament Playoff -- When a league hosts a post-regular-season tournament for the purpose of determining a league tournament champion.
3. League tournament games will count for CIAC tournament qualifications under the following conditions:
  - a. Game(s) must be included in the maximum regular season game limitations for the sport.
  - b. Game(s) must be listed on the regular season schedule submitted to the CIAC in accordance with the time lines established by CIAC sports committee. Those contests should be identified by the title of the tournament in which the team may qualify.
  - c. Game(s) must be played prior to the last day established by the CIAC for tournament qualifications.
  - d. Game(s) played as a third contest with another team during the regular season will not count for tournament purposes.
4. League tournament games will not count for tournament qualifications under all other conditions.

A league which determines a champion by a team's regular season win/loss record can also sponsor an end-of-regular season league playoff structure to determine a league tournament champion. All requests which do not conform to the above guidelines will be referred to the CIAC Board of Control for action.

#### 4.14 POST SEASON LEAGUE TOURNAMENT POSTPONEMENTS

This policy is purposely narrow in scope to be consistent with the current philosophy relative to Sunday play in CIAC tournaments. Since there is a very limited window of opportunity to schedule league tournaments without interfering with CIAC events, this added flexibility should help leagues to complete their post-season tournament when weather-related postponements occur.

Sunday play of league tournament games/meets (post-season) is permitted in accordance with the following policy:

1. Your league must approve Sunday play.

2. No Sunday game/meet may start before 12:30 p.m.
3. Sunday play is permitted only ONCE per sport in any given league tournament.
4. The Saturday postponement must be weather-related. Also, if a weather-related postponement makes it necessary to reschedule the semi-finals to Saturday, the final game (originally scheduled for Saturday) may be rescheduled for Sunday.

#### **Post-Season League Tournament Postponements -- Questions & Answers**

1. The quarter-final round of the league basketball tournament, scheduled for Saturday, is snowed out. Is it permissible to reschedule this round on Sunday?

*Yes, but no other Sunday game would be permitted in that sport for that tournament.*

2. The league wrestling tournament is scheduled for Saturday. If a weather-related postponement occurs, can the league reschedule this event for Sunday?

*Yes*

3. The semi-final round of the league baseball tournament is rained out and rescheduled for Saturday, the date reserved for the final game. Can the final game in this case be rescheduled for Sunday?

*Yes, since the finals were originally scheduled for Saturday and it had to be moved as a result of a weather-related postponement.*

4. Can a league elect not to permit Sunday play?

*Absolutely. This is a permissive policy and leagues can decide to prohibit Sunday play in any or all league tournaments.*

5. The league indoor track tournament is scheduled for Friday. If a weather-related postponement occurs, can the league reschedule this event for Sunday?

*No, league tournament contests scheduled during week days (Monday-Friday), that are postponed due to inclement weather conditions cannot be scheduled for Sunday unless #3 above applies.*

#### **4.15 MEDICAL SERVICES**

Change in Connecticut Statute specific to Coaches -- Section 37. Section 10-212a of the statute states in part:

- a. A school nurse or, in the absence of such nurse, any other nurse licensed pursuant to the provisions of chapter 378, including a nurse employed by, or providing services under the direction of a local or regional board of education at, a school-based health clinic, who shall administer medical preparations only to students enrolled in such school-based health clinic in the absence of a school nurse, the principal, [or] any teacher or coach of intramural and interscholastic athletics of a school may administer medicinal preparations, including such controlled drugs as the Commissioner of Public Health may, by regulation, designate, to any student at such school pursuant to the written order of a physician licensed to practice medicine or a dentist licensed to practice dental medicine in this or another state, or an advanced practice practice registered nurse licensed to prescribe in accordance with section 20-94a, or a physician assistant licensed to prescribe in accordance with section 20-12d, and the written authorization of a parent or guardian of such child. The administration of medicinal preparations by a nurse licensed pursuant to the provisions of chapter 378, a

principal, [or a] teacher or coach shall be under the general supervision of a school nurse. No such school nurse or other nurse, principal, [or] teacher or coach shall be liable to such student or a parent or guardian of such student for civil damages for any personal injuries which result from acts or omissions of such school nurse or other nurse, principal, [or] teacher or coach in administering such preparations which may constitute ordinary negligence. This immunity shall not apply to acts or omissions constituting gross, willful or wanton negligence.

- b. Each school wherein any controlled drug is administered under the provisions of this section shall keep such records thereof as are required of hospitals under the provisions of subsections (f) and (h) of section 21a-254 and shall store such drug in such manner as the Commissioner of Public Health shall, by regulation, require.
- c. The Commissioner of Public Health may adopt regulations in accordance with the provisions of chapter 54, that specify conditions under which a coach of intramural and interscholastic athletics may administer medicinal preparations, including controlled drugs specified in the regulations adopted by the commissioner, to a child participating in such intramural and interscholastic athletics. The regulations shall require authorization pursuant to: 1) The written order of a physician licensed to practice medicine or a dentist licensed to practice dental medicine in this or another state, an advanced practice registered nurse licensed under chapter 378, a physician assistant licensed under chapter 370, a podiatrist licensed under chapter 375 or an optometrist licensed under chapter 380; and 2) the written authorization of a parent or guardian of such child.

#### **4.15.A. SERVICES AND EQUIPMENT AT ATHLETIC CONTESTS**

The provision of medical services and equipment at athletic contests during the regular season is the responsibility of the local school district.

#### **4.15.B. PHYSICAL EXAMINATIONS FOR STUDENT ATHLETES (POLICY STATEMENT)**

Every athlete who participates in any CIAC-sanctioned activity (practice and/or contest) must be determined physically fit through a pre-participating evaluation performed annually in accordance with reasonable and prudent written medical protocol as determined by his/her board of education or governing body.

Question: Is it necessary that a physical examination be performed each year?

Answer: A pre-participation physical evaluation must be performed annually. As has been past practice, the scope of that evaluation is determined by the local board of education or, in the case of private schools, the governing body. It is the responsibility of the school medical authority to determine, in accordance with board of education (governing board) policy, whether or not a student is physically fit to participate in CIAC-sanctioned activities.

Question: Who may administer the pre-participatory examination/physical examination?

Answer: The administration of pre-participation physical evaluations may be performed by any individual who has been authorized to do so under local board of education policy. The CIAC leaves the responsibility of administering physical evaluations under local control as long as such policy is not in violation of any state statutes regarding physical examinations.

Question: Does this policy eliminate the medical signature required on all tournament eligibility forms?

Answer: All tournament forms will still require the signature of a school medical authority as determined by local governing policies.

Question: Are “Club” sports included in this policy?

Answer: Yes, club sports, by definition, are interscholastic in nature and, therefore, are subject to CIAC regulations.

The CIAC Board of Control will require that the following statement be incorporated in the tournament regulation for all CIAC-regulated sports.

“I certify that the individuals listed on the Official Tournament Form have satisfied the State health statutes and local regulations, regarding physical examinations and are physically fit to participate in the tournament.”

---

Signature - School Medical Official

The CIAC Board of Control directs the attention of all member school principals and athletic directors, and through them their superintendents of schools and local boards of education, to the “Guidelines for Program Development in Sports Medicine,” published by the State Department of Education in conjunction with the Connecticut State Department of Children and Youth Services and the Connecticut State Department of Health Services and the National High School Sports Medicine Handbook published by the National Federation of State High School Athletic Associations.

The CIAC Board of Control strongly encourages local boards of education, with whom the ultimate responsibility for the safety and well-being of student athletes rests, to plan and implement a sports medicine program if one does not already exist in the school system. The Board of Control recommends as a reference the above-mentioned publication in the planning of such a program.

A preparticipatory athletic physical has been developed and approved by the Connecticut Sports Medicine Committee, and is available for use upon request to the CIAC office.

#### 4.15.C ATHLETIC TRAINERS

A new law requires the Department of Public Health to license athletic trainers. Licensed athletic trainers may work only with people who belong to sports teams or who participate in sports or recreation activities at least three times a week and then only to treat injuries they sustain in those activities. The act establishes two classes of trainers, those who practice under a physician’s standing orders and those who do not. The latter can perform initial evaluations and provide temporary help but must otherwise immediately refer an injured athlete to a physician. The former can treat injured athletes for up to four days and then, if the symptoms do not improve, must refer them to a health care provider.

The act establishes educational requirements for a license, allows certain people to be licensed without examination, and permits others to practice without a license. It sets the fee for an initial athletic trainer license at \$150.00 and renewals at \$100.00. It subjects licenses to the same disciplinary actions that can be imposed on other licensed health care providers (*sHB 5794, effective October 1, 2000 or when the public health commissioner publishes notice in the Connecticut Law Journal that he is implementing the act’s licensing provisions, whichever is later.*)

4.15.D WARNING STATEMENT TO PARENTS OF ATHLETES

In view of the increasing number of lawsuits being brought against both school districts and equipment manufacturers, school districts must do everything possible to educate parents and players to the potential for injury and even death which can result from participation in school sports.

In order to increase this awareness on the part of parents and players alike, and to help to reduce risk of law suits charging negligence, this office suggests the inclusion in your athletic authorization forms of a warning message.

CIAC has available sample warning statements which may be obtained upon request.

**Sample Statement**

I/We give our permission for \_\_\_\_\_ to participate in organized high school athletics, realizing that such activity involves the potential for injury which is inherent in all sports. I/We acknowledge that even with the best coaching, use of appropriate equipment and strict observance of rules, injuries are still a possibility. On rare occasions these injuries can be so severe as to result in total disability or even death. I/We acknowledge that I/We have read and understand this warning.

\_\_\_\_\_ Parent/Guardian

\_\_\_\_\_ Athlete

4.15.E CHEMICAL HEALTH POLICY -- ATHLETES

The CIAC recognizes the use of chemicals as a significant health problem for many adolescents, resulting in negative effects on behavior, learning and the total development of each individual. The misuse and abuse of chemicals by athletes affect extracurricular participation and the development of related skills.

The close contact of advisers, coaches and other athletic department personnel with student athletes in CIAC activities provide them a unique opportunity to observe, confront and assist young people. The CIAC, therefore, encourages all local and regional boards of education to support and provide to all athletic department personnel education and awareness training in adolescent chemical use.

The CIAC, in accordance with its guiding policies designed to assist member schools in safeguarding the health, safety and well-being of the students in their charge, has established the following policy relating to the use, misuse and abuse of harmful chemical substances by student athletes.

**CHEMICAL HEALTH POLICY AND REGULATION**

Each member high school will file with the CIAC a board of education approved chemical health policy and/or administrative regulation for student athletes which contains but is not limited to the following:

1. A statement which indicates that all CIAC-controlled activities sponsored by the school are included in the policy or regulation.
2. A statement which indicates that alcohol, marijuana and anabolic steroids are among the controlled chemical substances addressed by the policy or regulation.
3. A statement which indicates which job functions in the school are responsible for administration / enforcement / monitoring of the policy or regulations. (Principal, Assistant Principal, Teacher, Guidance, Psychologist, etc.).



4. A statement which describes the types of prevention and intervention programs available to student athletes prior to and during the sports season.
5. A statement which outlines the methods to be employed to insure that all student athletes and their parents are fully apprised of the policy or regulations.

Note: The local or regional school district chemical health policy which is on file with the State Department of Education may currently contain the above-mentioned components, and would therefore fulfill this requirement. However, if the policy does not address some of the above items it may be your desire to add to the existing policy, for CIAC purposes only, the additional information required and submit the final product to CIAC as an administrative policy. Handling it in that manner will circumvent the need for you to alter an existing LEA approved and SDE endorsed policy.

The policy submitted by each school will be placed on file and available to CIAC Sports Committees, CIAC Eligibility Committee, CIAC Board of Control, News Media and public in general. It will be necessary to resubmit policies only when they are changed.

The practice will establish an expectation that all member schools will have a policy that requires all athletes playing in CIAC-controlled sports to be chemical free.

#### 4.15.F CIAC POSITION ON FOOD SUPPLEMENTS INCLUDING CREATINE

The CIAC fully endorses the policies of the National Federation of State High School Associations regarding the use of supplements by athletes.

School personnel and coaches should not dispense any drug, medication or food supplement except with extreme caution and in accordance with the policies developed in consultation with parents, health-care professionals, and senior administrative personnel of the school or school district.

The use of any drug, medication or food supplement in a way not described by the manufacturer should not be authorized or encouraged by school personnel and coaches. Even natural substances in unnatural amounts may have short-term or long-term negative health effects.

In order to minimize health and safety risks to student-athletes, maintain ethical standards, and reduce liability risks, school personnel and coaches should NEVER supply, recommend or permit the use of any drug, medication or food supplement for performance enhancing purposes.

#### 4.16 MINIMUM NUMBER OF GAMES TO ENTER TOURNAMENT

Boys: Cross Country	Minimum of 4 meets
Baseball	Minimum of 12 games - win 40%
Basketball	Minimum of 12 games - win 40%
Football	Minimum of 8 games
Golf	Minimum of 10 matches
Ice Hockey	Minimum of 10 games - win 50% for Division I; 40% for Division II
Lacrosse	Minimum of 10 games - win 50% Division I; 40% Division II
Soccer	Minimum of 10 games - win 50%
Swimming	Minimum of 4 dual meets - meet minimum standards
Tennis	1 match - team - 50% wins / Individual - 50% wins
Indoor Track	Minimum of 4 meets - meet minimum standards
Outdoor Track	Must meet minimum standards in at least 1 meet
Volleyball	Minimum of 12 matches - 50% wins
Wrestling	Minimum of 8 varsity meets - Individual 1 meet

Girls: Basketball	Minimum of 10 games - win 40%
Cross Country	Minimum of 4 meets
Field Hockey	Minimum of 10 games against varsity - win 40%
Golf	Minimum of 10 matches
Gymnastics	Minimum of 6 meets - Individual 6 meets
Indoor Track	Minimum of 2 meets - meet standards
Lacrosse	Minimum of 10 games - win 50% Div I; win 40% Div II
Softball	Minimum of 12 games - win 40%
Soccer	Minimum of 10 games against varsity - win 40%
Swimming	Minimum of 4 dual meets - meet minimum standards
Tennis	Minimum of 10 matches - 50% team / individual varies
Outdoor Track	Meet minimum standards in at least 1 meet
Volleyball	Minimum of 12 matches - win 50%

#### 4.17 2004-2005 NATIONAL TESTING DATES

##### ACT Test Dates

October 23, 2004  
 December 11, 2004  
 February 12, 2005  
 April 9, 2005  
 June 11, 2005

##### SAT Test Dates

October 9, 2004 (I & II)  
 November 6, 2004 (I & II) \*  
 December 4, 2004 (I & II)  
 January 22, 2005 (I & II) \*  
 March 12, 2005 (I only)  
 May 7, 2005 (I & II)  
 June 4, 2005 (I & II)

#### 4.18 NASSP AND CIAC POLICY ON NATIONAL HIGH SCHOOL ATHLETIC CHAMPIONSHIPS

CIAC endorses fully the position of NASSP and the National Federation, which are firmly opposed to national athletic championships for high school students. To discourage the formulation of such programs, the NASSP developed the policy statement below for consideration and approval by other educational associations, to include the National School Boards Association and AASA.

This policy statement does not extend to high school graduates who are considered to be under collegiate or private jurisdiction.

##### Statement

The Consortium of Educational Leaders supports the participation of students in interscholastic athletics within their own local conferences and at the state level where authorized. The Consortium considers this involvement in athletics and in other student activities as beneficial to the growth and development of secondary school students. It constitutes an important dimension of the total educational experience.

The Consortium, however, opposes vigorously the establishment of any national athletic championship program for students enrolled in secondary schools. This position is held for these reasons:

1. National championships would provide an over emphasis upon athletics at this age level. Inter-district and state championships afford to athletes a high level of competition while not interfering with the sound concept of providing a well-rounded academic, athletic and cultural experience for students.

2. National championships would require that students miss a significant amount of class time to train for and participate in the scheduled games. Many of these students are not sufficiently proficient in school to afford to miss additional days for national contests. Some, in fact, could benefit from supplemental work in reading, writing, or mathematics to carry them beyond their active athletic years.
3. High school students are at an impressionable age and often are unable to handle adequately the publicity attendant to state-level competition. This problem would be compounded by national championships and would only further distort their perspective and their basic values.
4. An over involvement with athletics interferes with the operation of schools for the majority of students. It is unfortunate, but true, that when athletics become too important, then classes are canceled for rallies, special arrangements have to be made for athletes missing their work, a “privileged class” develops in the student body, and the basic values of the school become masked by the momentary glamour of it all.
5. It is quite possible that commercial programs will develop to exploit athletes selected for any national athletic championship program. The Consortium has no objection to the selection of students for recognition by commercial interests, but it would object strongly to an actual sponsorship of national high school athletic contests by commercial firms.

Athletics are an important part of the lives of many students and adults. It is important, however, that a proper perspective be maintained so that promotional endeavors do not harm the many benefits which accrue to persons who participate in athletic activities.

#### 4.19 OUT-OF-SEASON RULE

See Article XII of the CIAC By-laws.

#### 4.20 PHILOSOPHY OF ATHLETICS

A comprehensive and balanced activities program is an essential complement to the basic program of instruction. The activities program should provide opportunities for youth to develop interests and talents in sports, debate/speech, dance, drama, journalism, music, student government and academic-related areas. Participation in such activities should provide students with a lifetime basis for personal values, for work and leisure activities.

Interscholastic athletics can play an important role in the learning and growth process. They encourage the acceptance of responsibility to self, to team and to school. They encourage good physical health, good personal habits. They teach sportsmanship. They expose the athlete to some of life's difficult lessons, e.g. defeat, humility. They offer the opportunity to know success, self-satisfaction, pride, experiences desirable in the balanced growth of an individual.

The interscholastic athletic program should be conducted in accordance with existing Board of Education policies, rules and regulations. While the Board of Education may take pride in winning, it should not condone “winning at any cost” and should discourage all pressures which might tend to neglect good sportsmanship and good mental health. At all times the athletic program must be conducted in such a way as to justify it as an educational activity.

Leadership of athletic programs should be of the highest quality so as to exemplify to the participants the desired type of behavior to be developed from the programs. Measurement of leadership success should not be in terms of a “won/lost” record, but rather in the character development factors that are an outgrowth of the athletic program. At all times the athletic program should place the total educational curriculum primary in emphasis; the athletic program should constantly strive for the development of well-rounded individuals capable of taking their place in modern society.

**4.21 PAY-TO-PLAY****4.21.A. PAY-TO-PLAY -- CIAC POSITION STATEMENT**

At its September 17, 1981 meeting the CAS Board of Directors voted to declare its strong opposition to local board of education policies which establish a fee system for students who wish to participate in co-curricular or extra-curricular activities, athletic and/or non-athletic.

The Board is of the opinion that students should not be assessed fees for the privilege of participating in activities which have been traditionally recognized as integral and meaningful in the total school program. These activities have through the years provided immediate and long-range benefits to participants as well as to schools. In the opinion of the CAS Board requiring "pay-for-play" is shortsighted educational policy and can be discriminatory to the needy.

**4.21.B. PAY-TO-PLAY -- CAAHPE POSITION**

The Administrators of Health and Physical Education support the current practice of funding interscholastics through local Board of Education funds. We feel a direct assessment on the individual families of athletes is contrary to the educational philosophy so deeply rooted in our nation, and is wrong because it places an undue tax on selected members of the community. Interscholastic athletics is an integral part of the normal education process of many students and therefore we feel that it should be funded directly through Board of Education funds.

Athletics as an extra-curricular activity is unique in that it provides a possible predictor of student success in later life; and affords adolescent boys and girls an opportunity to establish a physical and social identity along with the intellectual identity they develop while in the classroom.

Owen B. Kiernan, then Executive Director of the National Association of Secondary School Principals, commented: "more and more students reveal that their participation in extra-curricular activities is one of the most important facets of a secondary school education." In support of that notion is a pair of studies conducted by the American Testing Service and College Entrance Examining Board. The former completed a study comparing four factors thought to be possible predictors of student success. Achievement in extra-curricular activities, high grades in high school, and high grades in college as well as high scores on the SAT. It was found that the only factor which could be validly used to predict success in later life was achievement in extra-curricular activities. The latter study examined the accuracy of the SAT in predicting how successful a person might be at a chosen career upon graduation from college. The results showed that there was virtually no correlation between scores on the SAT and success in later life. The study did find, however, that those students who were active in extra-curricular activities were most likely to be successful."

**4.21.C. PAY-TO-PLAY -- CAPSS POSITION**

CAPSS believes that Boards of Education should not establish a fee system for students who wish to participate in athletic and non-athletic co-curricular or extra curricular activities. Traditionally, these activities have been recognized as integral and meaningful and of long range benefits to participants as well as to schools. Requiring "pay-to-play" is shortsighted educational policy and can be discriminatory to the needy.

Free public education includes the student's right to participate in activities offered by a school district. The student should not be denied participation because of lack of funds or the refusal to pay a fee.

With declining resources and with cutbacks in budgets, funding these activities becomes increasingly more difficult. State and Federal governmental agencies should not deliberately preclude the right of each local Board of Education to find ways other than use fees to support extra-curricular and co-curricular activities.

**4.21.D PAY-TO-PLAY -- CHSCA-CAAD POSITION**

The Connecticut High School Coaches Association and the Connecticut Association of Athletic Directors state its opposition to board of education policies which require students to pay for the educational opportunities provided in athletic programs.

Most philosophies of education adopted by school boards include the “physical, moral and social development”, (or words to that effect) as educational objectives. Participation in athletic programs contribute greatly to the realization of these educational goals. A decision by a student to participate in an athletic program is no more “voluntary” than a decision to take a “non-required” course. Athletic administrators feel a policy to charge a fee for an educational program which takes place outside the classroom is therefore discriminatory.

The American Testing Service and College Entrance Board reports that students who were active in co-curricular activities are most likely to be successful in adult life. This participation is a better predictor of success in adult life than classroom grades or SAT scores. Successful adult living represents a significant core of the educational process. The development of a diligent work ethic evolving from the demands of participation in athletics answers the appeal of employers throughout the country to prepare young people for the world of work. Discrimination, with the charging of fees, especially to the needy, represents a possible deprivation of educational opportunity in a society where free public school offerings have been deeply rooted in our nation. Many educational leaders believe a decision to charge a fee for such opportunity would not be supported in the courts.

**4.22. SCHOOL START TIMES - CIAC POSITION**

The CIAC believes that high school students should have the opportunity to learn in an optimum learning environment. While some students succeed academically within the existing and traditional school day, research shows that switching to later school start times does create a more optimal learning environment and improves student achievement for high school athletes.

High school sports and extracurricular activities have been perceived barriers to later start times. It is the position of the CIAC that sports are an extremely important component of a high school student’s education. However, interscholastic athletic activities can continue to be offered, with appropriate accommodations, within any reasonable school day structure. The greatest impact on sports will be within the late fall sports season when daylight savings time ends. However, early school dismissal for fall sports teams may well be a reasonable accommodation and compromise for the benefit of more sustained learning opportunities over the duration of a full year.

The CIAC will continue to offer student athletes the same opportunities for sports participation as it has historically done regardless of individual school district decisions on school starting times. Further, it will strive to schedule its state tournaments in ways which will not interfere with classroom instruction. While it is not always possible to achieve, it is a goal of the CIAC board of control to schedule its activities so as to not interfere with “student time on task.”

The CIAC believes that member schools should continue to promote their activities in a manner which will support sound efforts to enhance optimum learning opportunities. To do less would be to elevate high school athletics to an importance greater than that which is its true purpose. The CIAC believes that decisions that will advance excellence in interscholastic athletics and academics can be achieved without the exclusion of one for the other.

Adopted - June 19, 2003

**4.23 PROTESTS -- TOURNAMENTS / REGULAR SEASON CONTESTS -- RE: NATIONAL FEDERATION RULES**

Protests arising from the decisions, interpretations and misapplication of the playing rules (National Federation, USGA, USTA or other CIAC game rules) by officials during contests will not be considered. The decision and interpretations of the rules by game officials are final. CIAC does not adjudicate regular season contests. The CIAC does not adjudicate regular season contest protests.

The record of the official scorekeeper at the conclusion of the contest is final unless an error in addition, subtraction, division or multiplication is discovered. Such error shall be corrected as covered by specific contest rules.

Any team leaving the contest area before the conclusion of the contest because of dissatisfaction with the officiating will render the school liable to disciplinary action by the Committee.

**4.24 PROTHESIS (ARTIFICIAL LIMB)**

The National Federation has placed the responsibility of approving or disapproving the wearing of a prosthesis on each State High School Association. In a number of the National Federation rule books the following statement appears: "Artificial limbs, which in the judgment of the State High School Association are no more dangerous to players than the corresponding human limb and do not place an opponent at a disadvantage, may be permitted." The CIAC accepts this responsibility for each sport in which the rules so indicate.

The CIAC procedure for approving the wearing of a prosthesis by a student athlete will be as follows:

1. The member school must notify the CIAC and arrange for a meeting to determine the legality of the prosthesis; present at this meeting must be the school physician or his/her designee, principal, athletic director, and coach; also the chairman of the respective CIAC sport committee, the officials' rule interpreter for that sport, a representative of the central office staff, the student's parent or guardian and the student, who must be fully equipped as he/she will be when competing.
2. The criteria recommended as guidelines to follow in determining the legality and suitability of wearing a prosthesis in a sport are:
  - A. The prosthesis must have been fabricated by a certified prosthetist. (Practitioner)
  - B. The prosthesis must be properly padded.
  - C. Written approval to participate from the prescribing physician. Such approval must be presented to the officials before each game for the official's final inspection and approval, in accordance with National Federation Rules.

**4.25 RECLASSIFICATION POLICY WHEN SCHOOLS MUST CONSOLIDATE**

If a Board of Education, in its response to the need to consolidate schools, takes official action which either reduces or increases the grades 10-12 enrollment of a given high school, the following conditions must be met in order to accommodate proper placement for tournament play:

A minimum of two years advance notice must be provided to CIAC before the change is actually made. Thus, if a Board votes to consolidate two high schools and can give the projected enrollment as of October 1, two years from October 1 of the reporting year, the adjustment in classification can be made.

If more advance notice can be provided to the CIAC, and the official Board of Education action is submitted to the CIAC Board of Control, it could be possible to merge the school's teams and adjust the school's classification prior to actual building consolidation. This early merger and resulting classification would be for only one year.

Where a Board of Education has not taken official action to merge, under no circumstances would schools which retain their separate identities be allowed to consolidate individual sports teams.

Recognizing that circumstances may vary, it shall be the policy of the CIAC that each such case shall be judged upon its merits after consideration of all attendant factors.

**4.26 REGULATION INTERPRETATION**

The CIAC is the only interpreter of CIAC regulations by which member schools must abide.

**4.27 SCHEDULES, REGULAR SEASON**

The CIAC has no jurisdiction over regular season interscholastic scheduling problems except as they relate to violation of student eligibility regulations.

**4.28 CIAC REGULATION RE. SALES / RAFFLES / SOLICITATIONS**

This regulation provides CIAC control of all sales, raffles and solicitations during all CIAC run tournaments, meets or games.

1. Only CIAC promotional items will be sold at CIAC-sponsored events unless approved by the CIAC Board of Control.
2. 50/50 raffles or other raffles are not permitted at any CIAC-sponsored event.
3. Solicitations, sales of publications or products, or similar activities are NOT permitted without prior authorization from CIAC. Food and beverage are NOT included in this policy.
4. The CIAC is the sponsoring association for all levels of state tournament championships and the sale or distribution of items or audio-visual reproductions. Sale or distribution of clothing, souvenirs or other items is strictly prohibited without permission of the CIAC.

## 4.29 SPORTS

4.29.A. BASEBALL**PLAYING DATES PER WEEK -- BASEBALL**

The number of playing dates permitted each week in the sport of baseball may not exceed three (3), one of which may be used each week to schedule and play a doubleheader. The maximum number of games per season is twenty (20).

Question: Will four games per week be permitted if on one of the three playing dates a doubleheader is played?

Answer: Yes

Question: May a postponed game be played in addition to the games scheduled on the three playing dates in one week?

Answer: Yes

**SUSPENDED REGULAR SEASON GAMES**

Any regular season game which is called after playing 4.5 or 5 innings and a winner cannot be determined is a suspended game. If the game is to be completed it must be resumed from the exact point of suspension with the score, batting order and outs the same as at the time of suspension. Any regular season game called after playing 4.5 or 5 innings where a winner can be determined is a completed game. The Pitching Limitation Rule will be in effect for suspended games.

**SUNDAY PLAY - TOURNAMENT QUARTER-FINALS**

During the CIAC baseball tournament, a postponed game at the quarter-final level may be rescheduled to a Sunday by the tournament director.

Approved - CIAC Board  
September 28, 2003

**AMERICAN LEGION TRY-OUT DURING BASEBALL SEASON**

American Legion officials may approach potential team candidates at any time, but there can be no practice or tryout of any kind from the first CIAC game through the conclusion of the CIAC tournament. Legion practice can be held at the conclusion of the regular season for boys on high school teams who are not in tournaments.

Babe Ruth participation is included in this policy as well as any other baseball organization.

**BASEBALL PITCHER CONDITIONING WEEK**

Regulations for a baseball conditioning week for pitchers are as follows:

1. Baseball conditioning for pitchers may be conducted for five (5) days (Monday through Friday), the week prior to the first date for baseball practice as designated by the CIAC.
2. Only one session per day is permitted; the maximum length of the session is one hour and 30 minutes (1 ½ hours).



3. The program must be conducted indoors.
4. The conditioning program is limited to eight (8) pitchers and four (4) catchers in grades 9 through 12. This limits the number of participants to twelve per school with no substitutions for absentees or drop outs allowed. Winter sport athletes still in season are ineligible to take part in this program.
5. Balls, gloves and catcher's protective equipment are the only equipment permitted. (Bats, batting tees, fungos, batting cages, pitching machines, etc., are strictly prohibited.)
6. The program may consist only of warm-ups, stretching, calisthenics, weight training, running, other conditioning exercises and throwing. Throwing is permitted only because it is an important aspect of conditioning the arm.
7. A coach must be present at all conditioning sessions.

NOTE: IT IS NOT THE INTENTION OF THIS PROGRAM TO ALLOW WORK ON FIELDING, COVERING BASES, PICK-OFFS OR ANY OTHER RELATED FUNDAMENTALS, AND THEREFORE, THESE TYPES OF DRILLS ARE STRICTLY PROHIBITED. ALSO, IT SHOULD NOT BE USED AS A TRYOUT, AND TEAM CUTS ARE NOT PERMITTED.

Safety Precautions -- Catchers should wear masks. Do not use anyone to assume a batters position while pitchers are throwing, since although pitching control may be an outcome of the program, it is not a program objective.

Member schools found in violation of the above rules will be subject to disciplinary review by the CIAC Baseball Committee and possible action by the CIAC Board of Control.

#### **BASEBALL PITCHING LIMITATION RULE**

The pitcher may not pitch more than ten (10) innings in any three (3) consecutive calendar days. To determine the eligible number of innings that a pitcher may pitch on game day, total the number of innings pitched during the two previous calendar days and subtract from ten (10). Ten innings are equal to thirty outs.

Penalty for Pitching Violation -- A pitcher in violation will be ejected for the remainder of the game in which the violation occurs as well as the next game. The player ejected as a result of violating this rule is ejected as a player as well and may not participate in another position or as a pitcher until the penalty is served.

#### **4.29.B. BASKETBALL**

Three on three competition is considered a game.

#### **4.29.C. CROSS COUNTRY**

##### **TRIATHLON EVENTS**

Competing in a triathlon event during the cross country season will not jeopardize the eligibility of a cross country runner.

A member of the cross country team:

1. MAY NOT enter a “road race” of any length.
2. MAY enter track events up to and including two (2) miles, (under track conditions only).
3. MAY enter any and all field events.

#### **ROAD RACE PARTICIPATION -- BOYS AND GIRLS**

Participation on the part of any interscholastic cross country team member in any road race conducted after his/her school's first scheduled meet of the CIAC season will be considered a violation of Rule II.E. of the CIAC Rules of Eligibility and Control. Any cross country runner, male or female, who so participates will be declared ineligible.

#### **4.29.D. FOOTBALL**

##### **SUNDAY FOOTBALL**

Sunday play of postponed regular season football games is permitted in accordance with the following policy:

1. The Saturday postponement must be due to severely adverse weather conditions.
2. The two competing schools must agree to Sunday play of a postponed Saturday game.
3. A postponed Friday night game may be played on Sunday only if a site is not available, or if severely adverse weather conditions exist on Saturday.
4. No Sunday game may start before 12:30 p.m.
5. In sub varsity football games only, the scheduling week begins on Saturday and ends on Friday.

It is strongly recommended that local boards of education adopt written policies regarding Sunday play of postponed Saturday games by schools under their jurisdiction.

##### **SPRING FOOTBALL PRACTICE**

1. Spring football practice may begin on the Friday before Memorial Day, but not before this date.
2. Conditioning Practice:
  - A. Each participant in spring football practice must have three days of conditioning before the participant may wear full equipment.
  - B. No pads or protective equipment other than a helmet may be worn during the three days of conditioning, and no contact will be permitted.
  - C. Only one session per day, each session not to exceed two hours.

- D. Footballs may be used during spring conditioning sessions.
  - E. A coach must be present at all practice sessions.
  - F. Spring sport participants must have completed their season before joining spring practice.
3. The maximum of ten (10) days of spring football practice is permitted, however, spring practice cannot be carried past the date on which the school closes for summer recess. The 10 days includes both conditioning and contact practice.
  4. Only 9th, 10th and 11th grade students will be permitted to participate in spring football practice. (No 8th or 12th grade students.)
  5. Only intra-squad scrimmages will be allowed. Interscholastic scrimmages and games are not allowed.

KNOWN VIOLATIONS OF THESE REGULATIONS SHOULD BE REPORTED TO THE CIAC FOOTBALL COMMITTEE.

#### WEEK OF CONDITIONING -- FALL FOOTBALL

Fall Football Conditioning Practice 2003

1. Football physical conditioning practice must be conducted for at least five (5) sessions prior to contact practice and no earlier than August 18, 2003.
2. No pads or protective equipment other than a helmet may be worn, and no contact will be permitted.
3. Only one session per day on each of the days selected is permitted. Each session is not to exceed two hours.
4. Footballs are not to be used during the first full hour of conditioning. After one hour of conditioning footballs may be used during the second hour of conditioning.
5. Teams may start practice with pads and contact beginning Saturday, August 23, 2003, provided the minimum number of conditioning sessions have been held.
6. A coach must be present at all practice sessions.

Teams found in violation of the above rules will be subject to disciplinary review by the CIAC Football Committee. Coaches are required to review with their players the suggestions for reducing head and neck injuries and the "hot weather hints."

#### 4.29.E. GOLF

##### NINE / EIGHTEEN HOLE MATCHES

On the issue of 9 holes vs 18 holes, the Board voted to allow either 9 hole or 18 hole matches to count toward tournament eligibility. This is a permissive regulation which will not preclude 18 hole matches, but will allow 9 hole matches where 18 cannot be accommodated. Entry into the tournament will be based on 9 hole competitions. NOTE: Eligibility Rule II.E. governs golf relative to participating in non-school contests.

**Outside Participation**

Golfers of CIAC member school teams may participate as “unattached” individuals (not representing the school or an outside team) in a maximum of three (3) “outside meets” per season. Choice of such outside meets to be made by golfers with the approval of the golfer’s school administration. Present weekly and seasonal limitations will be maintained. See Section 12.0, page 1 for weekly limitation regulation for two or three day matches.

**4.29.F. GIRLS GYMNASTICS****PARTICIPATION IN USGA-SANCTIONED MEETS**

Girl gymnasts on CIAC member school teams are permitted to participate in a maximum of four (4) USGA-sanctioned meets during the course of the interscholastic girls gymnastics season as unattached participants. (See “Unattached” definition in this Handbook.) Requests for permission to participate must be made to CIAC through the individual gymnast’s school principal. CIAC weekly and seasonal limitations must be observed.

**4.29.G. ICE HOCKEY****PENALTIES**

During the regular playing season any penalties determined annually by the Ice Hockey Committee and published in the Ice Hockey Tournament Regulations adding up to four (4) will lead to a team’s being placed on probation. Over six (6) will lead to a team’s being declared ineligible for participation in the State Tournament.

For a team already on probation a total of 1-3 penalties other than minors may lead to extension of probation; four or more will lead to a team being declared ineligible for tournament participation.

During the course of a tournament any incidents of unsportsmanlike conduct by fans, players or coaches before, during or after a game will result in a formal hearing before the Ice Hockey Committee and possible disciplinary action.

**ALL SCHOOLS, WHETHER OR NOT THEY QUALIFY FOR THE TOURNAMENT, ARE REQUIRED TO SUBMIT A PENALTY REPORT FORM FOR EACH REGULAR SEASON CIAC GAME.**

**WEEKLY LIMITATIONS FOR ICE HOCKEY**

A school may schedule three (3) games per week during vacation week (defined as four (4) consecutive week days during any given week in which school is closed).

**4.29.H. INDOOR TRACK****“OUTSIDE” PARTICIPATION**

The Board of Control approves “outside” unattached competition on the part of interscholastic indoor track athletes to the extent that no restrictions other than compliance with CIAC weekly limitations be placed on such competition.

**4.29.I SOCCER****INDOOR SOCCER**

Member schools may not sponsor interscholastic indoor soccer programs. Doing so is in violation of CIAC regulations. Indoor soccer is permissible as a bona fide intramural program or as a community recreation program.

**YELLOW / RED CARD RULE -- SOCCER**

1. Each player who is issued a yellow card is to be removed from the game (placed on “hold out”) for ten minutes. A player who is on “hold out” may return to the game after ten minutes but must do so in accordance with the rules pertaining to substitution. When a game officially ends, overtime periods are part of a regulation game, a player on “hold out” is removed from “hold out” status even though there may be less than ten minutes to play. When a player is placed on “hold out” the team may substitute for the player, a team will not be required to play one down for this infraction.
  - 2.a. A player is ineligible to participate in any soccer contest until withheld from the next soccer contest at that level of play when the player has been issued a third (cumulative) yellow card of the season, not game. The rule also becomes operative for the same player at the sixth, ninth, etc., yellow card during the season. The game in which the third, sixth, ninth, etc., cumulative yellow card is given determines the level of play. A player receiving a yellow card in a sub-varsity game and a yellow card in a varsity game has cumulated two for the season. The third cumulative yellow card does not cause the player to be disqualified from the game in which it occurs, unless it is a yellow/red card combination.
    - b. In the event a player or coach receives their third, sixth, ninth, etc., yellow card at the last scheduled regular season game, or league playoff game, the player/coach shall be disqualified from participating in the next contest (league playoff game or CIAC tournament game).
    - c. (Boys soccer only) For CIAC tournament play, all players and coaches will begin with zero yellow cards. Two (2) yellow cards received by a player or coach will disqualify that individual(s) from participating in the next contest. This rule also becomes operative for the same player/coach at the fourth, sixth, eighth, etc.
- Note: Any player who is issued the third (cumulative yellow card and a red card in the same game will be disqualified for the next two games and is ineligible to play until the next two games at that level of play have occurred. A player receiving a combination yellow card/red card in a game has been issued the second yellow card for that game as well as a red card. The issuance of a red card only does not count as one yellow card.
3. Each CIAC member school must maintain an official soccer score book. The issuance of each yellow and red card must be immediately recorded in that team’s score book by the game official when the incident occurs. At the conclusion of the regular season each member

school will report to the CIAC a summation of all red and yellow card penalties on the CIAC Penalty Report Form. Failure to do so may lead to a team's disqualification from post season play.

4. A player rendered ineligible through a disqualification will be determined to be an ineligible player according to CIAC eligibility regulations. The use of an ineligible player will lead to a game forfeiture.
5. Yellow card penalties will carry over into all overtime periods. Players receiving yellow cards that carry over into the first penalty kick tie breaking round will be eliminated from participating in the first round of penalty kicks. Players receiving yellow cards during any penalty kick round will be eliminated from any additional penalty kick rounds during that match.
6. These rules DO NOT CARRY OVER FROM YEAR TO YEAR.

#### 4.29.J. SOFTBALL

##### PLAYING DATES PER WEEK

The number of playing dates permitted each week in the sport of softball may not exceed three (3), one of which may be used each week to schedule and play a doubleheader.

Question: Will four games per week be permitted if on one of the three playing dates a doubleheader is played?

Answer: Yes

Question: What will be the maximum number of games permitted for the season?

Answer: This has not changed -- it will still remain at 20.

Question: May a postponed game be played in addition to the games scheduled on the three playing dates in one week?

Answer: Yes

##### SUSPENDED REGULAR SEASON GAMES

Any regular season game which is called after playing 4.5 or 5 innings and a winner cannot be determined is a suspended game. If the game is to be completed it must be resumed from the exact point of suspension with the score, batting order and outs the same as at the time of suspension. Any regular season game called after playing 4.5 or 5 innings where a winner can be determined is a completed game.

#### 4.29.K. SWIMMING -- BOYS AND GIRLS

##### POOL TEMPERATURES

National Federation Rules state "the water temperature shall be no less than 78 degrees Fahrenheit (26 degrees Celsius). It is recommended that temperature be no more than 82 degrees Fahrenheit (28 degrees Celsius)."

**SWIMMING -- WATER DEPTH DIVING**

The CIAC Board of Control recommends that the water depth two (2) feet in front of the end of the diving board be not less than ten (10) feet. The host school cannot insist that the visiting team(s) must dive in less than ten (10) feet of water. When diving is not conducted because of inadequate water depth and -- a) Written notice is given to opponents at least two weeks prior to the start of the season, diving is not conducted and no points awarded. b) No written notice is given, the visiting team(s) shall be awarded points in proportion to their number of entries and the host team shall not score. c) If the host team's facility meets the minimum depth recommendation and the visiting team has eliminated diving from its program because its facility does not meet the depth standard, the host team (and all teams with diving entries) shall dive, places shall be awarded to the competitors and their points shall be included in the total team score.

**PARTICIPATION IN "OUTSIDE" MEETS**

Swimmers of member schools may participate, as "unattached" individuals (not representing the school or on an outside team), in a maximum of four (4) "outside" meets per season (AAU, U.S., Boys & Girls Clubs, YMCA, etc.), choice of such outside meets to be made by swimmers with the approval of the swimmers school administration. Present weekly swimming limitations will be maintained (two meets per week, one of which may be one of the four allowable "outside" meets). (See Section 12.0, page 1 for weekly limitation regulation for two or three day meets.)

**PARTICIPATION IN CIAC MEETS**

Only those swimmers who are officially listed on the CIAC Eligibility list will be allowed to participate in CIAC meets. Swimmers who are not listed on CIAC eligibility list will not be allowed to participate in CIAC meets. However, "exhibition swimmers will be permitted provided they can swim in a scheduled heat. Under no circumstances during the meet will exhibition swimmers be permitted to swim if by doing so an additional heat is required. At the conclusion of the meet, additional heats composed of exhibition swimmers may be swum. Exhibition swimmers must be members of the competing teams whose names appear on a CIAC eligibility list. An exhibition swim shall count as one of the four allowed events."

**4.29.L. TENNIS -- BOYS AND GIRLS****"OUTSIDE" PARTICIPATION / USLTA TOURNAMENTS**

Any student requesting to participate in a non-CIAC tennis match must receive approval from the member school principal, coach and parents. CIAC weekly limitations must be observed. (See Section 12.0, page 1 for weekly game limitation regulation for two or three day matches.) Non-CIAC events include those sponsored by tennis clubs, USTA, or other private and public recreational programs. Note: Tennis players must participate as "unattached" individuals (not representing the school or an outside team), in a maximum of four (4) "outside meets per season.

**FALL TENNIS**

The Board of Control has ruled that interscholastic fall tennis is not a CIAC-controlled sport. Member schools may not qualify teams or individual players who compete in the fall of the year.

**4.29.M. TRACK -- BOYS AND GIRLS****“OUTSIDE” PARTICIPATION**

The Board of Control approves “outside” unattached competition on the part of interscholastic track athletes to the extent that no restrictions other than compliance with CIAC weekly limitations be placed on such competition.

Track season (indoor and outdoor): A member of the track team may enter “road races” of three miles and beyond (under road conditions only). All other regulations apply.

“Walk-a-thon” events are to be considered non-athletic events which may be conducted at any time by CIAC athletes.

Track conditions refer to an official track facility designed for the purpose of conducting track events.

Road conditions refer to events that are conducted only on roads, and do not take on aspects of track events.

**4.29.N. WRESTLING****SKIN-FOLD TEST PROGRAM**

The CIAC Board of Control approved the Wrestling Committee’s recommendation that the skin-fold test program be fully implemented.

**WRESTLING WEIGHT CERTIFICATION**

CIAC member school wrestlers who have not been weight-certified under the CIAC Weight Control Program are ineligible to compete in interscholastic wrestling meets or tournaments. Violators will be penalized in the same manner that violators of the CIAC Code of Eligibility are penalized. Wrestlers who violated eligibility by not being properly weight-certified may regain eligibility upon becoming properly weight-certified.

**4.30 CHEERLEADING PLACEMENT AND REGULATIONS FOR 2004-05**

**Position Statement** -- The major function of cheerleading is to serve as support groups for the interscholastic sports program within the school, and, as such, play a very important role in the administration of athletics/activities contests. Competition must be a secondary consideration for cheerleading/spirit groups.

1. Cheerleading be established as an athletic / activity, and for regulation purposes, fall under the control of the SABC Board.
2. Tournaments
  - \* The maximum number of competitions in which a squad may participate annually shall be four (4) exclusive of one league and the SABC-CIAC state competitions. Schools without a league sponsored tournament may substitute participation in another.
  - \* The SABC will sanction all tournaments with the assistance of the cheerleading committee chair and tournament director.



- \* Tournaments will be sanctioned under the following criteria:
  - National Federation spirit rules will be followed in full.
  - Shall be sponsored by a CIAC member school, or a member school of another state athletic association.
  - Shall conform to CIAC time out-of-school guidelines.
  - The site shall comply with established health and safety guidelines.
  - Events shall be judged by qualified officials.
  - Events cannot be scheduled on Sunday.
- 3. Out-of-season regulation, including the summer:
  - \* A cheer squad from each school will be permitted to attend an out-of-season / summer camp / clinic, not to exceed a seven (7) day period.
  - \* The school coach(es) may organize and/or attend and coach and instruct his/her team members at summer camps and clinics.
- 4. These regulations govern cheerleading teams (varsity, JV and freshman) identified as either “support / sideline” squads, or “competition” squads.
  - \* Schools may sponsor both “support” and “competitive” programs concurrently, but only one program may be designated for competition purposes.
  - \* Co-educational cheerleading squads are permitted.

#### 4.31 SPORTS PARTICIPATION SURVEY

See Appendix A

#### 4.32 SPORTSMANSHIP

**Statement of Administrative Responsibility** -- Member schools are expected to conduct their relations with each other at all levels of competition in a spirit of good sportsmanship. Everyone involved has the obligation to see clearly his/her influence and act accordingly.

The CIAC acknowledges that the school administration is responsible for the athletic program, including the making of broad and specific policies relating to sportsmanship and the conduct of activities in the school. The school principal, for example, as the administrative head of his/her school has the responsibility for establishing the principles of good sportsmanship in the minds of the entire school family. He/she must realize that the kind of sportsmanship that is practiced or displayed by the representatives of his/her school will reflect to its credit or otherwise.

**Association Responsibility** -- The CIAC has been vested with the responsibility to ensure that all contests during the regular season or CIAC tournament competition are conducted satisfactorily, as it applies to the principles of good sportsmanship. The CIAC will be guided by the following rule:

**HIGH STANDARDS OF COURTESY, FAIR PAY AND SPORTSMANSHIP MUST PREVAIL AT ALL CIAC MEMBER SCHOOL COMPETITIONS.**

(While this rule is a general standard in terms of enforcement, it is the heart of the entire CIAC program. Good sportsmanship, respect for the rules, respect for others, and fair play are basically the motives through which an interscholastic athletic program is justified and defended.)

**General Guideline Recommendations to Promote Sportsmanship** -- The Principal is the final authority responsible for all athletic activity of his/her school at whatever level of competition. In recognition of this authority the following recommendations are suggested by the CIAC as a guide to school administrators with respect to the development and implementation of a sportsmanship policy.

- A.
1. The CIAC Board of Control strongly urge all leagues (whether one sport or multi-sport) to develop, approve, and implement a league-wide code of sportsmanship for athletes, coaches, cheerleaders, and spectators.
  2. All member schools, as a minimum, adopt their league's sportsmanship code as the school's sportsmanship code. Member schools are encouraged to expand the basic league sportsmanship code as they see fit.
  3. League and school sportsmanship codes specifically and directly state the requirement for all athletes, coaches, cheerleaders, and spectators to conduct themselves in an appropriate fashion.
  4. League and school sportsmanship codes specifically state expectations: respect for the decisions of game officials and coaches, no taunting, profanity, derogatory language or gestures, no epithets, etc.
  5. Specifically state the penalties that will occur when an individual fails to adhere to the sportsmanship code.
  6. The code be as widely disseminated as possible using the student handbook, school newspaper, parent newsletter, and the local media.
  7. The sportsmanship code be read by PA announcers prior to each contest.
  8. The sportsmanship code be prominently posted at all sports venues.
  9. When event programs are provided, the sportsmanship code be included.
  10. Member school consider having athletes, parents, and spectators sign an acknowledgement which would show that they have read and understand the sportsmanship code.
  11. Member schools work with community officials to insure that levels of good sportsmanship are enforced when contests are held at non-school facilities.
  12. The CIAC and the CIAC sports committees insist that rules of good sportsmanship be rigorously enforced at all CIAC tournament contests. This is particularly important when contests are held at non-school sites.
- B. **The Person Responsible for Athletic Administration:**
1. Makes available to visiting schools necessary game information -- includes directions for parking, location of ticket booths, seating arrangement, ticket prices, game time, directions for reaching game site.
  2. Designates specific seating areas for students, bands, adults and visitors. If possible, opposing student bodies should be separated.
  3. Arranges for adequate police supervision.
  4. Posts in plain site at the entrance to the field, track, pool or gymnasium a copy of the causes for expulsion from the contest, e.g., use of alcohol, drugs, throwing objects, unruly behavior.

5. If possible assigns officials to dressing facilities separated from both teams. Provides escorts for the officials when it appears that disturbances may develop.
6. To prevent long lines, assures extra help at concession stands during half-time and at breaks.
7. Take measures to prevent fans from getting near or on the playing area and around the players benches. After the contest prevents fans from going onto the playing area.
8. Provides for adequate supervision of students and facilities. Supervisors should sit in the stands with the students.
9. Directs the route for movement of all visiting school busses and all home team busses. (Include band, pep clubs, etc.).
10. Informs visiting school where they are to park busses.
11. Has the PA announcer give the location of rest rooms, concession stands and the lost and found.
12. Provides a first aid room for emergencies. Assures access to a telephone from the contest area.
13. Provides for parking and has a host greet the officials.
14. Eliminates from the gymnasium during the regular season -- banners, signs, noisemakers, bugles, etc.; these tend to be offensive and negative in tone and cause hard feelings. (Note: the CIAC does not permit banners, signs, noisemakers, bugles, etc., at basketball tournament games.)
15. Does not permit all of the lights to be turned off for such things as the introduction of players or special pre-game and half time shows. Make sure there is sufficient lighting necessary to provide good crowd control for the spectators' safety.
16. At contests where tickets are sold at the game, tickets should be sold throughout the entire game to discourage people from loitering outside the game hoping to be admitted free during the last half of the game.
17. Encourages the visiting school to follow the procedures of the host school since many areas may have special problems.
18. Insists that unruly spectators be removed from the premises. Takes legal action against those who are guilty of assault or disturbing the peace.
19. Encourages non-high school age students to attend high school athletic contests with an adult.

**C. The Coach:**

1. The behavior of the coach must at all times be marked by dignity and self-control. He/she should not at any time use provocative language or engage in any unsportsmanlike actions or tactics. He/she must avoid any actions or remarks which would tend to incite the displeasure of the spectators or provoke disorderly behavior.
2. The coach will immediately discipline any player who intimidates an official, or displays unsportsmanlike behavior.

3. Deliberate attempts to humiliate an opponent by the coach will not be tolerated, e.g. running up the score. Coaches are encouraged to substitute whenever possible, especially when the outcome of the game has more or less been decided.
4. Coaches must not seek out an official during half-time or at the end of the game.
5. The head coach is responsible for all bench personnel.
6. The head coach must display modesty in victory and graciousness in defeat.
7. Coaches must control their emotions by eliminating any show of outrage or discontent over an official's call.
8. No person should be coaching who does not realize that the future of high school athletics is more important than the winning or losing of a particular game.
9. Learn the rules of the game thoroughly.

**D. The Athletes:**

1. Accept and understand the seriousness of their responsibility, and the privilege of representing their school and community.
2. Learn the rules of the game thoroughly.
3. Cooperate with coaches.
4. Always respect the officials judgment and interpretation of the rules. Never argue or make verbal gestures which indicate disagreement. This type of activity may incite undesirable behavior in the stands and by teammates.
5. Congratulate opponents in a sincere manner following either victory or defeat.
6. Treat opponents with the respect that is accorded a guest or a friend. Many lasting relationships may be developed from competitive situations.
7. Shake hands with opponents prior to the contest and wish them luck. Feel friendly toward opponents immediately when the contest ends.

**E. The Announcer:**

1. The game announcer must not show favoritism; must use proper language at all times; be enthusiastic but keep calm.
2. Let no one except those in charge of the event use the microphone. The announcer is responsible for any remarks made into the mike.
3. The announcer must never criticize an official's decision.
4. The announcer should explain the procedure for pre-game introductions.
5. The announcer should explain to the spectators that the cheerleaders have established a schedule of rotation of floor cheers. (Basketball games)
6. The announcer should explain state and conference rules and regulations.

7. The announcer should be aware of what is going on in the stadium / gym / pool so that directions can be given calmly in an emergency. Serious situations can be avoided if the announcer will caution the crowd against coming down to the field / floor / deck, throwing things, or causing other disturbances.

**F. The Cheerleader Coach:**

1. Guest cheerleaders should be greeted and escorted to their accommodations by the host cheerleaders.
2. Instruct cheerleaders to -- have positive, not antagonistic, cheers at all times -- divert the crowd’s attention from booing by starting a positive cheer immediately -- remain at the game site after the contest and go to the busses with an escort -- set up a schedule of rotation of cheers -- remain silent when the opponents squad is on the floor for a cheer -- remain silent when an opponent is shooting a free throw -- set a visible link with the other school -- meet in the middle of the player area for the national anthem.

**G. The Visiting School:**

1. The visiting school must provide supervision for their spectators. The visiting school supervisors must introduce themselves to the home team athletic director or his/her designee.

**4.33 TOURNAMENT BALLS -- OFFICIAL -- Through School Years 2006-2007**

All CIAC tournament games must be played using the following official tournament balls:

**Football** - Baden Lexum FX 500 / 550 ---- **Soccer** - Boys & Girls - Baden Lexum SX 550/551 ---- **Volleyball** - Spalding TF 4000 Microfiber Composite ---- **Boys Basketball** - Spalding TF 10002K-- **Girls Basketball** - Spalding TF 1000 Size 28.5 ---- **Softball** - Spalding Dudley WT12Y-FP Leather -- with a labeled 375 compression and 47 core ---- **Baseball** - Rawlings RCIAC

**4.34 TOURNAMENT INFORMATION - PAIRINGS**

Tournament pairings information will not be faxed to member schools, athletic director or coaches. This information is available on the CIAC web site -- “casciac.org”.

**4.35 FINE POLICY**

**1. Eligibility Violations**

- \* Violations of Rules of Eligibility, Article IX -- CIAC By-laws, inclusive,  
 ..... \$100.00 per player per game  
 Maximum to \$500.00
- \* Violations CIAC regulations as described in the CIAC 2004-05 Handbook  
 ..... \$250.00 per incident  
 Maximum to \$750.00

- \* Recruitment Violations ..... \$1,000.00 to \$10,000.00 per incident
- \* Failure to comply with CIAC Player/Coach Disqualification Ejection Policy ..... \$250.00
- \* Violations of Sports Committee game and tournament regulations as described In individual sport information brochures and publications ..... \$250.00

2. **Administrative Violations**

- Filing of athletic schedules, administrative forms, eligibility lists, and tournament information after the deadline..... \$50.00
- Failure to comply with regulations which affect tournament outcomes ..... \$1,000.00
- Incorrect tournament information provided to sport committees ..... \$250.00

This fine schedule does not preclude the CIAC Board from determining fines for violations not specifically covered above. In all cases these amounts are minimum and may be increased by the CIAC Board. Punitive monetary fines not to exceed \$10,000.00 may be imposed.

4.36 **ELECTRONIC GAME REPRODUCTION**

- A. **Videotaping and Filming** -- The use of electronic communication equipment, includes, but is not limited to computer, film, television and video tape.
- B. **Regular Season Contests** -- It is permissible for a school or a school representative to film or videotape regular season contests in which the school team is participating. Any use of tape or film for coaching purposes must comply with the National Federation rule book restrictions for each sport, individual athletic league rules, and local board of education policy.
- C. **CIAC Tournament Contests**
  - 1. Videotaping or filming tournament games by participating schools is permitted, provided prior arrangements are made with the CIAC site director.
  - 2. Videotaping or filming by spectators:
    - \* Shall be for personal use
    - \* Shall not be used for purposes of coaching or scouting.
    - \* Shall not interfere with the view of the athletic contest by other spectators.
    - \* Equipment will not be permitted in any playing area--only in spectator seating area.
    - \* Equipment shall not create a safety hazard.
    - \* Violations of this regulation may result in removal of offender(s) from the premises.
  - 3. Videotaping or filming for commercial purposes:
    - \* Commercial enterprises must have prior approval from the Site/Tournament Director. Refer to Appendix N, CIAC Handbook for Broadcast/Commercially videotape application regulations.

\* Refer to Appendix O, CIAC Handbook for CIAC television application regulations and fee schedule.

4. Videotaping or Filming for Commercial-free, Non-profit Purposes:

Non-profit commercial enterprises must have prior approval from the state tournament director. Refer to Appendix N, CIAC Handbook for television application regulations. No fees are charged.

**4.37 ELECTRONIC GAME SCORE SUBMISSION**

All member schools are required to provide, through the password-protected, online eligibility center, updated game scores for all contests at the conclusion of each Monday's working day. In this manner, an update of all games will be placed on the CIAC site each Tuesday.

## 5.0 AWARDS

	Page
5.1 Number and Type of Awards Per Sport .....	1-7
A. Basketball - Girls .....	1
B. Cross Country - Girls .....	1
C. Field Hockey .....	1
D. Gymnastics - Girls .....	1, 2
E. Lacrosse - Girls .....	2
F. Soccer - Girls .....	2
G. Softball .....	2
H. Swimming - Girls .....	2, 3
I. Tennis - Girls .....	3
J. Track - Girls .....	3
K. Volleyball - Girls .....	3
L. Basketball - Boys .....	4
M. Baseball .....	4
N. Cross Country - Boys .....	4
O. Football .....	4
P. Golf - Boys/Girls .....	5
Q. Ice Hockey .....	5
R. Indoor Track - Boys/Girls .....	5, 6
S. Lacrosse - Boys .....	6
T. Soccer - Boys .....	6
U. Swimming - Boys .....	6
V. Tennis - Boys .....	7
W. Track - Boys .....	7
X. Volleyball - Boys .....	7
Y. Wrestling .....	8
5.2 Sports Awards Policies .....	8
5.3 Sports Award Committee .....	9



**5.1 a. GIRLS BASKETBALL  
Explanation of Awards**

1. 4 Championship Plaques -- Presented to the winning team in each division - LL, L, M, S
2. 4 Runner-up Plaques -- Presented to the runner-up team in each division - LL, L, M, S
3. 72 Gold Medals -- Presented to 18 members of winning team in each division - LL, L, M, S
4. 72 Silver Medals -- Presented to 18 members of runner-up team in each division - LL, L, M, S

**5.1 b. GIRLS CROSS COUNTRY  
Explanation of Awards**

1. 7 Championship Plaques -- Presented to the winning team in each division plus State Open - LL, L, MM, M, SS, S and Open
2. 7 Runner-up Plaques -- Presented to the runner-up team in each division plus State Open - LL, L, MM, M, SS, S and Open
3. 91 Gold Medals -- 12/Team Champion (LL, L, MM, M, SS, S) -- 12/State Open Team Champion plus 1/Individual Champion (LL, L, MM, M, SS, S, Open)
4. 91 Silver Medals -- 12/Team Runner-up (LL, L, MM, M, SS, S) -- 12/State Open Team Runner-up plus 1/Individual Runner-up (LL, L, MM, M, SS, S, Open)
5. 47 Bronze Medals -- 6/Division/Individual Places -- 3rd, 4th, 5th, 6th, 23/State Open - Places 3rd through 25th

**5.1 c. FIELD HOCKEY  
Explanation of Awards**

1. 3 Championship Plaques -- Presented to the winning team in each division - L, M, S
2. 3 Runner-up Plaques -- Presented to the runner-up team in each division - L, M, S
3. 90 Gold Medals -- Presented to the 30 members of the winning team in each division
4. 90 Silver Medals -- Presented to the 30 members of the runner-up team in each division.

**5.1 d. GIRLS GYMNASTICS  
Explanation of Awards**

1. 3 Championship Plaques -- Presented to State Champion in each division - L, M, S
2. 3 Runner-up Plaques -- Presented to Runner-up in each division - L, M, S
3. 5 Gold Medals -- 1st place awards for following events - Bars, Beam, Vault, Floor Exercise, All-around
4. 5 Silver Medals -- 2nd place awards for same events as #3 above
5. 20 Bronze Medals -- 3rd, 4th, 5th, 6th places for same events as #3 above

Girls Gymnastics

6. 138 Medals -- 16 girls gymnastics - State Champions/L Division; 16 girls gymnastics - State Champions/M Division; 16 girls gymnastics - State Champion/S Division; 90 Division L, M, S -- 1st through 6th places for same events as #3

## 5.1 e.

**GIRLS LACROSSE**  
**Explanation of Awards**

1. 2 Championship Plaques presented to the winning team in each division - I, II
2. 2 Runner-up Plaques to be presented to the runners-up in each division - I, II
3. 90 Gold Medals presented to 45 members of each division champions - I, II
4. 90 Silver Medals presented to 45 members of each division runners-up - I, II

## 5.1 f.

**GIRLS SOCCER**  
**Explanation of Awards**

1. 4 Championship Plaques -- Presented to the winning team in each division - LL, L, M, S
2. 4 Runner-up Plaques -- Presented to the runner-up team in each division - LL, L, M, S
3. 100 Gold Medals -- Presented to 25 members of the winning teams in each division - LL, L, M, S
4. 100 Silver Medals -- Presented to 25 members of the runner-up teams in each division - LL, L, M, S

## 5.1 g.

**SOFTBALL**  
**Explanation of Awards**

1. 4 Championship Plaques -- Presented to the winning team in each division - LL, L, M, S
2. 4 Runner-up Plaques -- Presented to the runner-up team in each division - LL, L, M, S
3. 96 Gold Medals -- Presented to 24 members of the winning team in each division
4. 96 Silver Medals -- Presented to 24 members of the runner-up team in each division

## 5.1 h.

**GIRLS SWIMMING**  
**Explanation of Awards**

1. 5 Championship Plaques-- Presented to the winning team in each division plus State Open-LL, L, M, S, Open
2. 5 Runner-up Plaques -- Presented to the runner-up team in each division plus State Open -LL, L, M, S, Open
3. 105 Gold Medals -- 1st place for the following--16 each division - 200 yd. Medley Relay; 400 yd. Freestyle Relay; 200 yd. Freestyle Relay - LL, L, M, S, (4 each); 200 yd. Freestyle; 100 yd. Breaststroke; 100 yd. Butterfly; 50 yd. Freestyle 100 yd. Freestyle; 500 yd. Freestyle; 200 yd. Ind. Medley; 100 yd. Backstroke; Diving 4 each - State Open - 200 yd. Medley Relay; 400 yd. Freestyle Relay; 200 yd. Freestyle Relay; 1 each - State Open - 200 yd. Freestyle; 50 yd. Ind. Medley; 100 yd. Breaststroke; 100 yd. Butterfly; 100 yd. Backstroke; 500 yd. Freestyle; Diving

Girls Swmning

4. 105 Silver Medals -- 2nd place for each event as described in #3 above
5. 105 Bronze Medals -- 3rd place for each described in #3 above
6. 315 Medals -- 4th, 5th, 6th place for each event as described in #3 above

## 5.1 i.

**GIRLS TENNIS**  
**Explanation of Awards**

1. 3 Championship Plaques -- Presented to the winning team in each division - L, M, S
2. 3 Runner-up Plaques -- Presented to the runner-up team in each division - L, M, S
3. 30 Gold Medals -- 10 for L Division Champion, 10 for the M Division Champion, 10 for the S Division Champion
4. 30 Silver Medals -- 10 for the L Division Runner-up, 10 for the M Division Runner-up, 10 for the S Division Runner-up
5. 3 Gold Medals -- 1/Singles Champion/2 Doubles Champion (Indiv Tour)
6. 3 Silver Medals -- 1/Singles Runner-up/2 Doubles Runner-up (Indiv Tour)

## 5.1 j.

**GIRLS TRACK**  
**Explanation of Awards**

1. 6 Championship Plaques -- Presented to the winning team in each division - LL, L, MM, M, S, Open
2. 6 Runner-up Plaques -- Presented to the runner-up team in each division - LL, L, MM, M, S, Open
3. 156 Gold Medals -- 1st place awards -- 21/Division - LL, L, MM, M, S, Open -- for following events: Shot Put; Discus; Javelin, High Jump, Long Jump; 100M Hurdles; 100 Meters; 200 Meters; 300 Meter Hurdles; 400 Meters; 800 Meters; 1600 Meters; 3200 Meters; 4 x 100 Relay (4); 4 x 400 Relay (4); Heptathlon (1) 4x800 Relay (4); 300 Meter Steeplechase
4. 156 Silver Medals -- 2nd place awards -- 21/Division - LL, L, MM, M, S, Open - for same awards as #3 above; Heptathlon (1); 300 Meter Steeplechase
5. 620 Bronze Medals -- 3rd, 4th, 5th, 6th places -- 84/Division - LL, L, MM, M, S, Open for same awards as #3 above; Heptathlon (3rd, 4th, 5th, 6th places)

## 5.1 k.

**GIRLS VOLLEYBALL**  
**Explanation of Awards**

1. 4 Championship Plaques -- Presented to the winning team in each division - LL, L, M, S
2. 4 Runner-up Plaques -- Presented to the runner-up team in each division - LL, L, M, S
3. 80 Gold Medals -- Presented to 20 members of winning team in each division - LL, L, M, S
4. 80 Silver Medals -- Presented to 20 members of runner-up team in each division - LL, L, M, S

**5.1 l. BOYS BASKETBALL  
Explanation of Awards**

1. 4 Championship Plaques -- Presented to winning team in each division - LL, L, M, S
2. 4 Runner-up Plaques -- Presented to runner-up team in each division - LL, L, M, S
3. 72 Gold Medals -- Presented to 18 members of winning team in each division LL, L, M, S
4. 72 Silver Medals -- Presented to 18 members of runner-up team in each division LL, L, M, S

**5.1 m. BASEBALL  
Explanation of Awards**

1. 4 Championship Plaques -- Presented to the winning team in each division - LL, L, M, S
2. 4 Runner-up Plaques -- Presented to the runner-up team in each division - LL, L, M, S
3. 104 Gold Medals -- Presented to the players on each championship team in each division - 26/LL, L, M, S
4. 104 Silver Medals -- Presented to the players on each runner-up team in each division - 26/LL, L, M, S

**5.1 n. BOYS CROSS COUNTRY  
Explanation of Awards**

1. 7 Championship Plaques -- Presented to the winning team in each division plus State Open - LL, L, MM, M, SS, S and Open
2. 7 Runner-up Plaques -- Presented to the runner-up team in each division plus State Open - LL, L, MM, M, SS, S and Open
3. 91 Gold Medals -- 12/Team Champion (LL, L, MM, M, SS, S) -- 12/State Open Team Champion plus 1/Individual Champion (LL, L, MM, M, SS, S, Open)
4. 91 Silver Medals -- 12/Team Runner-up (LL, L, MM, M, SS, S) --112/State Open Team Runner-up plus 1/Individual Runner-up (LL, L, MM, M, SS, S, Open)
5. 47 Bronze Medals -- 6/Division/Individual Places -- 3rd, 4th, 5th, 6th, 23/State Open - Places 3rd through 25th

**5.1 o. FOOTBALL  
Explanation of Awards**

1. 6 State Championship Plaques -- Presented to winning team in each division LL, L, MM, M, SS, S
2. 6 State Runner-up Plaques -- Presented to runner-up in each division - LL, L, MM, M, SS, S
3. 300 Gold Medals -- Presented to State Championship teams in each division -LL, L, MM, M, SS, S - 50/Division
4. 300 Silver Medals -- Presented to State runner-up teams in each division - LL, L, MM, M, SS, S - 50/Division

**5.1 p. BOYS / GIRLS GOLF  
Explanation of Awards**

1. 4 Championship Plaques -- Presented to the winning team in each boys division - Division I, Division II, Division III, Division IV  
1 Championship Plaque -- Presented to the winning team in the girls division.
2. 4 Runner-up Plaques -- Presented to the runner-up team in each boys division - Division I, Division II, Division III, Division IV  
1 Runner-up Plaque -- Presented to the runner-up in the girls division
3. 24 Gold Medals (boys tournament) -- 1/Division I - 1st place - low gross; 1/Division II - 1st place - low gross; 1/Division III - 1st place - low gross; 1/Division IV - 1st place - low gross; 5/Division I Champion; 5/Division II Champion; 5/Division III Champion; 5/Division IV Champion  
6 Gold Medals (girls tournament) -- 1st place - low gross; 5 division champion
4. 24 Silver Medals (boys tournament) -- 1/Division I - 2nd place - low gross; 1/Division II - 2nd place - low gross; 1/Division III - 2nd place - low gross; 1/Division IV - 2nd place - low gross; 5/Division I - runner-up; 5/Division II - runner-up; 5 Division III - runner-up; 5/Division IV - runner-up  
6 Silver Medals (girls tournament) -- 2nd place - low gross; 5 runner-up
5. 4 Bronze Medals (boys tournament) -- low gross - 3rd Place Division I; 3rd Place Division II; 3rd Place Division III; 3rd Place Division IV  
1 Bronze Medal (girls tournament) -- 3rd place - low gross

**5.1 q. ICE HOCKEY  
Explanation of Awards**

1. 2 State Championship Plaques -- Presented to the State Champion in each division - Division I, Division II
2. 2 Runner-up Plaques -- Presented to the State Runner-up in each division - Division I, Division II
3. 46 Gold Medals -- Presented to each player on State Championship Team - 23/Division I and 23/Division II
4. 46 Silver Medals -- Presented to each player on State Runner-up Team - 23/Division I and 23/Division II

**5.1 r. BOYS AND GIRLS INDOOR TRACK  
Explanation of Awards**

1. 4 Championship Plaques -- Presented to the winning team in each division plus State Open -- L, M, S, Open
2. 4 Runner-up Plaques -- Presented to the runner-up team in each division plus State Open - L, M, S, Open
3. 112 Gold Medals -- 1st place in each event -- 28/Division - L, M, S, Open for following events: Shot Put, High Jump, Long Jump, Pole Vault (boys only), 3200 Meter, 500 Meter, 1000 Meter, 55 Meter, 1600 Meter, 300 Meter, 55 Meter H.H., 800 Meter, 4 lap Relay, 8 lap Relay, Sprint Medley
4. 112 Silver Medals -- 2nd place in each event -- 28/Division - L, M, S, Open for events listed above in #3
5. 448 Bronze Medals -- 3rd, 4th, 5th, 6th places -- 112/Division - L, M, S, Open for events listed above in #3

Boys/Girls Indoor Track

6. 12 Bronze Medals -- unmarked (blank reverse)
7. 6 Silver Medals -- unmarked (blank reverse)

## 5.1 s.

**BOYS LACROSSE**  
**Explanation of Awards**

1. 2 Championship Plaques presented to the winning team in each Division - I, II
2. 2 Runner-up Plaques to be presented to the runners-up in each Division - I, II
3. 90 Gold Medals presented to 45 members of each division champion - I, II
4. 90 Silver Medals presented to 45 members of each division runners-up - I, II

## 5.1 t.

**BOYS SOCCER**  
**Explanation of Awards**

1. 4 Championship Plaques -- Presented to winning team in each division - LL, L, M, S
2. 4 Runner-up Plaques -- Presented to runner-up team in each division -- L, L, M, S
3. 100 Gold Medals -- Presented to the players on the State Championship teams in each division -- 25/LL, 25/L, 25/M, 25/S
4. 100 Silver Medals -- Presented to the players on the State Runner-up teams in each division -- 25/LL, 25/L, 25/M, 25/S

## 5.1 u.

**BOYS SWIMMING**  
**Explanation of Awards**

1. 5 Championship Plaques -- Presented to the winning team in each division plus State Open - LL, L, M, S, Open
2. 5 Runner-up Plaques -- Presented to the runner-up team in each division plus State Open - LL, L, M, S, Open
3. 105 Gold Medals -- 1st place for following events -- 16 each division - 200 yd. Medley Relay; 400 yd. Freestyle Relay; 200 yd. Freestyle Relay - LL, L, M, S (4 each); 200 yd. Freestyle; 100 yd. Breaststroke; 100 yd. Butterfly; 50 yd. Freestyle; 100 yd. Freestyle; 500 yd. Freestyle; 200 yd. Ind. Medley; 100 yd. Backstroke; Diving 4 each - State Open - 200 yd. Medley Relay; 400 yd. Freestyle Relay; 200 yd. Freestyle Relay; 1 each - State Open - 200 yd. Freestyle; 50 yd. Freestyle; 200 yd. Ind. Medley; 100 yd. Breaststroke; 100 yd. Butterfly; 100 yd. Freestyle; 100 yd. Backstroke; 500 yd. Freestyle; Diving
4. 105 Silver Medals -- 2nd place for each event as described in #3 above
5. 105 Bronze Medals -- 3rd place for each event as described in #3 above
6. 315 Medals -- 4th, 5th, 6th place for each event as described in #3 above

## 5.1 v.

**BOYS TENNIS**  
**Explanation of Awards**

1. 4 Championship Plaques -- Presented to the winning team in each division - LL, L, M, S
2. 4 Runner-up Plaques -- Presented to the runner-up team in each division - LL, L, M, S
3. 20 Gold Medals -- Presented to 6 Boys Singles Champion -- LL, L, M, S and Open / 12 Boys Doubles Champion -- LL, L, MM, M, S, Open
4. 20 Silver Medals -- Presented to 6 Boys Singles Runner-up-- LL, L, M, S and Open / 12 Boys Doubles Champion Runners-up -- LL, L, MM, M, S, Open

## 5.1 w.

**BOYS OUTDOOR TRACK**  
**Explanation of Awards**

1. 6 Championship Plaques -- Presented to the winning team in each division plus State Open - LL, L, MM, M, S, Open
2. 6 Runner-up Plaques -- Presented to the runner-up team in each division plus State Open - LL, L, MM, M, S, Open
3. 147 Gold Medals -- 1st place in each event -- 24/Division and State Open for following events: Pole Vault, Long Jump, High Jump, Triple Jump, Discus, Shot Put, Javelin, 100 Meters, 200 Meters, 400 Meters, 800 Meters, 1600 Meters, 3200 Meters, 5000 Meters, 4 x 100 Relays, 4 x 400 Relays, 110 High Hurdles, 300 Int. Hurdles -- 3/State Open for Hammer Throw, Decathlon, Steeplechase
4. 147 Silver Medals -- 2nd place in each event - same awards as above in #3
5. 588 Bronze Medals -- 24/Division and State Open for same awards as above in #3 for 3rd, 4th, 5th, 6th place -- 8/State Open Decathlon - 3rd, 4th, 5th, 6th -- 4/State Open Steeplechase - 3rd, 4th, 5th, 6th -- 4/State Open Hammer Throw - 3rd, 4th, 5th, 6th

## 5.1 x.

**BOYS VOLLEYBALL**  
**Explanation of Awards**

1. 2 Championship Plaques -- Presented to the winning team in each division - L, M
2. 2 Runner-up Plaques -- Presented to the runner-up team in each division - L, M
3. 40 Gold Medals -- Presented to 20 members of winning team in each division - L, M
4. 40 Silver Medals -- Presented to 20 members of runner-up team in each division L, M

## 5.1 y.

**WRESTLING**  
**Explanation of Awards**

1. 4 Championship Plaques -- Presented to the winning team in each division - LL, L, M, S
2. 4 Runner-up Plaques -- Presented to the runner-up team in each division - LL, L, M, S
3. 70 Gold Medals -- 52 Champion/Weight Class/Division LL, L, M, S -- 14 State Open Champion/Weight Class
4. 70 Silver Medals - 52 2nd place/Weight Class/Division LL, L, M, S -- 14 State Open/Weight Class
5. 70 Bronze Medals -- 52 3rd place/Weight Class/Division LL, L, M, S -- 14 State Open/Weight Class
6. 70 Bronze Medals -- 52 4th place/Weight Class/Division LL, L, M, S -- 14 State Open/Weight Class
7. 70 Bronze Medals -- 52 5th place/Weight Class/Division LL, L, M, S -- 14 State Open/Weight Class
8. 70 Bronze Medals -- 52 6th place/Weight Class/Division LL, L, M, S -- 14 State Open/Weight Class

Weight Classes are: 103 lbs, 112 lbs, 119 lbs, 125 lbs, 130 lbs, 135 lbs, 140 lbs, 145 lbs, 152 lbs, 160 lbs, 171 lbs, 189 lbs, 215 lbs, 275 lbs

5.2 **SPORTS AWARDS POLICIES**

It is the responsibility of the CIAC Sports Awards Committee to:

- a. Select awards for all CIAC-sponsored sports.
- b. Develop an annual budget for awards.
- c. Negotiate and issue contracts for all awards.
- d. Consider and act upon sports committees requests.
- e. Regulate and evaluate all awards against a uniform set of criteria.

**Criteria**

1. Awards to teams and individuals for all sports must be equitable as to type.
2. In all sports which feature competition between individuals, CIAC will award medals for no more than six (6) competitors. (Exception: in boys and girls cross country open meets, medals will be awarded for places 1 through 25.)
3. Members of winning and runner-up teams will be awarded medals. Number of medals awarded to individuals in each sport will be determined by the Sports Awards Committee.
4. Medals will not be awarded for outstanding individual accomplishments other than for order of finish in an event.
5. There will be no merit awards for teams in any sport.



**5.3 CIAC SPORT AWARD COMMITTEE**

- a. Make all requests for changes in existing practices or recommendations for additional awards to the CIAC Sports Awards Committee for its approval prior to February 1 of each year.
- b. Make all changes which will have a financial impact on the budget with sufficient lead time so those changes can be included in the succeeding year's budget. (No awards will be purchased from operating budget unless they were approved as part of the budget. Hence, all decisions relative to awards will have to be approved by CIAC Sports Awards Committee prior to February 1 of each year.)

## 6.0 COMMITTEES

	Page
6.1 Board of Control Membership .....	1
6.2 Committee Chairperson Responsibilities .....	2
A. Committee Meetings .....	2
B. Finances .....	2
C. Attendance / Reports to Board of Control .....	2, 3
D. Trophies .....	3
E. Coordination with Assistant Executive Director .....	3
6.3 Reporting Format for Chairpersons - CIAC Committees .....	3, 4
6.4 Rules Modification Committee - Mode of Operation .....	4
6.5 Sport Committee Membership .....	5
A. Baseball .....	5
B. Boys Basketball .....	5
C. Boys Cross Country .....	5
D. Football .....	5
E. Golf .....	6
F. Ice Hockey .....	6
G. Boys Lacrosse .....	6
H. Boys Soccer .....	6
I. Boys Swimming .....	6
J. Boys Tennis .....	6
K. Boys / Girls Indoor Track .....	7
L. Boys Outdoor Track .....	7
M. Boys Volleyball .....	7
N. Wrestling .....	7
O. Girls Basketball .....	7
P. Girls Cross Country .....	8
Q. Field Hockey .....	8
R. Girls Gymnastics .....	8
S. Girls Lacrosse .....	8
T. Girls Soccer .....	8
U. Softball .....	8
V. Girls Swimming .....	9
W. Girls Tennis .....	9
X. Girls Outdoor Track .....	9
Y. Girls Volleyball .....	9
Z. Cheerleading .....	9
6.6 General CIAC Committee Membership .....	9
A. Cooperative Team .....	9
B. Eligibility Revision .....	9
C. Eligibility Committee Review Board .....	10
D. Officials .....	10
E. Seasons Limitations .....	10

6.1 BOARD OF CONTROL MEMBERSHIP

Board of Control -- 2004-2005

Officers

Chair	William Barney, The Morgan School, Clinton
Vice Chair	Jerome Auclair, Darien High School
Secretary	George Synnott, Berlin High School
Treasurer	Robert Hale, Westbrook High School
Past Chair	Vacant

Class Representatives

L	Dennis Siegmann, Bristol Central High School TBA
M	Richard Cavallaro, Wilcox RVT School, Meriden Rose Marie Cipriano, Weston High School
S	Steve Wysowski, Coginchaug Reg. High School, Durham TBA
AP At-large	Thomas Neagle, Glastonbury High School

Eligibility Committee

Chair / L	Paul Newton, Enrico Fermi High School, Enfield
M	Gene Blain, Windham High School
S	Michael Griffin, N.W. Catholic High School, West Hartford
At-large	Arlene Gottesman, Jonathan Law High School, Milford Jeff Mathieu, Bacon Academy, Colchester
AP At-large	Anthony Azzara, Kennedy High School, Waterbury Jackie Sullivan, Norwich Free Academy

Consultants

CAS	Donald Gates, Portland High School
CAPSS	Joe Castagnola, Portland Public Schools
CABE	Robert Hale, Sr., Madison
SDE	TBA
School/College	TBA
Sport Medicine	Dr. C. Robert Biondino, Ct. Sports Medicine Society, New Haven

Connecticut High School Coaches Association

President	Babby Nuhn, North Branford High School
Vice President	Don Pisati, Metropolitan Learning Center, Bloomfield
Ex. Director	John Fontana, Southington
Secretary	Charles Sharos, Windsor
Treasurer	Robert Cecchini, East Granby

Connecticut Association of Athletic Directors

President	John Shukie, N.W. Catholic High School, West Hartford
Consultant	Joseph Tonelli, Notre Dame High School, West Haven

**6.2 CIAC SPORT COMMITTEE CHAIRPERSON RESPONSIBILITIES**

In the interest of a smoothly operating organization, the CIAC central office asks each chairperson to comply with the procedures outlined below:

**6.2.A. COMMITTEE MEETINGS**

All committee meetings must be held at the CIAC office in Cheshire. Time and date of committee meetings are the responsibility of the chairman. Notices will be sent by the central office upon request. The Cheshire office may be reserved for meetings by making arrangements with central office administrative personnel (telephone (203) 250-1111 / fax (203) 250-1345).

It is important that concise but accurate minutes be kept of all important actions taken. A copy of these minutes is to be on file in the CIAC central office. In addition, a copy of the minutes will be distributed to each committee member.

**6.2.B FINANCES**

1. The forms for reporting meeting mileage for committee members and expense vouchers are available from the CIAC central office. The allowances are .23¢ per mile, \$10 for dinner and \$5 for lunch.
2. At the conclusion of each tournament a financial report, showing income and expenses, must be completed on the official CIAC financial report form and reported to the Board of Control. Be sure to include attendance figures.
3. By February 1, approval must have been requested from the Sports Awards Committee on all recommendations for additional awards or changes for the following year.
4. By March 1, a proposed budget for the activity for the following year must be submitted to Executive Director Michael H. Savage. This should include estimated total expenses for the operation of your activity including cost of trophies (not just tournaments) and committee expenses (mileage/meals) and estimated total income.

The CIAC Board of Control at its meeting of April 10, 1981, voted as follows: "Sport committee chairmen are advised that all decisions made by their committees which have an impact on the approved sport budget for the current fiscal year must be submitted to the CIAC Board of Control for approval before implemented."

**6.2.C ATTENDANCE AT AND REPORTS TO BOARD OF CONTROL MEETINGS**

1. Chairmen are asked to attend CIAC Board of Control meetings when tournament plans are completed and also when the activity itself is completed. Chairmen are invited to attend Board of Control meetings at any other time when they have business concerning their activity to bring before the Board.
2. Board of Control meetings are normally held on the third Thursday of the month, September through June.
3. Reports should be duplicated (25 copies usually sufficient) and distributed prior to the start of the Board of Control meeting. The chairman's oral report should be as brief as possible and be confined to the section of the written report which needs Board of Control action and answers from Board members.

4. Committees are requested to project their seasons TWO years in advance and should present all changes to the Board of Control as soon after the conclusion of the season as possible, but in no case later than the following Board meeting:

	<u>2004-2005</u>	<u>2005-2006</u>
September	Outdoor Track	Indoor Track
October	Baseball	Softball
November	Boys Basketball	Girls Basketball
December	Boys Tennis	Girls Tennis
January	B/G Lacrosse	Girls Swimming
February	Girls Volleyball	Golf
March	Football	Field Hockey
April	Boys Soccer	Girls Soccer
May	Boys Swimming	Wrestling
June	Girls Gymnastics	Ice Hockey
	Boys Volleyball	Cross Country

5. It is hoped that by following these procedures, the length of Board of Control meetings can be reduced and time can be used to discuss policy rather than mechanics.

#### 6.2.D TROPHIES

Committees and chairpersons are responsible for placing orders for tournament trophies and medals with the Assistant Executive Director. When trophies and medals are to be distributed at the site of the State Championship (as in track), committee chairperson must place their order with the CIAC office three (3) months in advance of the event. Orders MUST NOT be placed later than September 1 for fall sports; December 1 for winter sports; March 1 for spring sports.

#### 6.2.E COORDINATION WITH ASSISTANT EXECUTIVE DIRECTOR

1. Keep him informed of committee meeting dates. It is urgent during tournaments, that tournament directors keep the central office informed of daily progress of the tournament.
2. Send him well in advance correct drafts of tournament information sheets and entry forms. Tournament regulations formulated annually must be distributed to member schools a season ahead; i.e. regulations for winter sports must be distributed at the beginning of the fall sports season, etc.
3. Give signed approval of all committee expense vouchers and tournament bills; forward these to the Assistant Executive Director of CIAC for his approval. (All financial matters are coordinated finally by the central office.)
4. Information for the BULLETIN must be received by the Executive Director by the tenth of the month for publication the following month.

#### 6.3 CIAC COMMITTEE CHAIRPERSON FORMAT FOR REPORTING

##### To the Board of Control

It is the goal of the CIAC Board of Control to have the Chairperson of each CIAC sports committee report at least once per year at a regularly scheduled monthly meeting.

It is suggested the following format be considered when making those reports:

1. Prepare and distribute a brief one-page written synopsis of committee decisions during past year. (25 copies) Highlight most significant accomplishments and greatest problems of the year. Reports will be placed on file at the CIAC office.
2. Report all major changes in tournament format.
3. Report all major committee decisions.
4. Report on committee and tournament finances.
5. Report on any issue(s) or problem(s) which have had or may have a major impact on the CIAC sponsorship of the sport.

Please attempt to keep remarks brief. A five-minute report with time for questions would appear to be appropriate unless the Board of Control wishes to pursue specific issues raised in the report.

## 6.4 RULES MODIFICATION COMMITTEE - MODE OF OPERATION

### CIAC - National Federation Rules

1. Requests must be submitted by a CIAC sports committee through its chairperson.
2. Sports committees must first seek approval from the National Federation either as a rule modification or a rule experimentation.
3. Every National Federation Rule must remain unaltered for a two (2) year period before a modification will be granted.
4. All National Federation rule modifications must be approved by the CIAC Board of Control on an annual basis and will remain in effect for a minimum of two (2) years.
5. All National Federation rule modifications must be approved by the Board of Control prior to June 30 of any year. This will permit modifications to be published annually in the CIAC Handbook, to be distributed to appropriate officials organizations, and member school coaches.
6. All modifications to game rules which would have a financial impact on school and/or CIAC budget(s) must be decided in sufficient time so these changes can be included in budget proposals.
7. Modifications to National Federation Rules will not be permitted if they:
  - A. Significantly alter the playing rules of the sport unless such modification relates to the unique conditions of New England, i.e., climate, travel, facilities, crowd control, economic factors, etc.
  - B. Change specifications of playing equipment or facilities and by doing so alters existing safety regulations without the endorsement of the CMS Sports Medicine Committee member.
  - C. Impacts health and safety recommendations or regulations established by National Federation without first receiving the endorsement of the CMS Sports Medicine Committee member.
  - D. Substitute new events for deleted events in individual sports.
  - E. Significantly alter weigh-in procedure in wrestling.
8. Modifications to existing National Federation procedures for handling postponed games, interrupted games, protests, forfeits or playoffs will be considered by the Rules Committee upon requests from CIAC Sports Committees.

6.5 SPORT COMMITTEE MEMBERSHIP

Boys Sports Committees

6.5.A. BASEBALL

Anthony Azzara, Kennedy, Waterbury  
Neil Sullivan, AP, Simsbury  
Eugene Horrigan, Shepaug Valley  
Daniel Sullivan, AP, Middletown  
Scott Nicol, AP, Vernon Center MS  
John Brennan, AP, Fairfield Prep.  
Freeman Burr, Noah Webster, Hartford  
Thomas Gersz, AP, Shelton  
Neil Cavallaro, Asst. Super, West Haven

Coaches

Ed Maracco, Shelton - Ch  
Marty deLivron, Avon  
Frank Bombace, North Branford  
Bob Freimuth, Plainville  
John Wrenn, New Milford - Ex off

Consultants

Ivan Wood, Plainville  
John Piurek, West Haven  
Rich Hadden, Goshen  
Fred Balsamo, East Haven  
Joe Tonelli, Notre Dame, West Haven  
Joe Madaffari, McMahon, Norwalk-

CAAD

6.5.B BOYS BASKETBALL

Edward Goldstone, Amity, Woodbridge-  
Walter Zalaski, AP, Simsbury  
Joe Castagnola, Portland  
Paul Stringer, Weaver, Hartford  
Donald Harris, Bloomfield  
Daniel Murphy, Sherman School  
Anthony Azzara, Kennedy, Waterbury  
Philip House, Westbrook MS

CH

Coaches

Neal Curland, Windham - Ch  
Fran Aniello, Suffield  
Greg Hunt, Wamogo, Litchfield  
Howie Hewitt, Maloney, Meriden  
Gary Palladino, Notre Dame, W. Haven-

Ex

Consultants

Tom Murray, Branford  
Ivan Wood, Plainville  
Robert Cecchini, East Granby  
Ken Smith, Windsor  
Jack Taglia, Kennedy, Waterbury  
Dave Schultz, Fairfield Ludlowe  
Paul Mengold, Amity, Woodbridge-CAAD

6.5.C. BOYS CROSS COUNTRY

Don Friedman, Lincoln MS, Meriden -  
CH  
Sal Randazzo, Cheshire  
Keith Gerritt, Rockville, Vernon  
Steve Wysowski, Coginchaug, Durham

Coaches

Mike Bedzinski, Manchester - Ch  
Mark Logan, RHAM, Hebron  
Bob Mondani, Woodstock  
Dave Smith, Rockville, Vernon  
Bob Orgovan, Amity, Woodbridge - Ex

Consultants

Bill Baron, South Windsor  
Bob Haddad, Windham  
Ken Marcucio, Derby - CAAD

6.5.D FOOTBALL

Leroy Williams, Clemente, New Haven-CH  
Charles DiCenso, Derby  
Charles Taylor, AP, Hamden  
Gene Blain, Windham  
Vaughn Ramseur, Roosevent MS, New  
Britain  
Tim Gaffney, Platt, Meriden  
Paul Stringer, Weaver  
Greg Shagrue, Maloney, Meriden  
Joseph Bacewicz, Tolland

Ch

Coaches

Steve Phillipone, Daniel Hand, Madison-  
Rob Cersosimo, Conard, W. Hartford  
Marsh Petroccio, Staples, Westport  
Lou Marinelli, New Canaan  
Jude Kelly, Southington - Ex

Consultants

Ivan Wood, Plainville  
Dom Cote, Branford  
Al Cramer, Newtown  
Bill McAllister, Seymour  
Al Pelligrinelli, Berlin  
James Benanto, Derby  
David Johnson, Bunnell, Stratford-CAAD

**6.5.E. GOLF**

Dave Maloney, AP, Branford - CH  
 Thad Hasbrouck, AP, Watertown  
 Todd Stoeffler, AP, No. Branford  
 Jeff Mathieu, Bacon Ac., Colchester  
 Frank Savo, AP, Trumbull

Coaches

Ed Malczyk, Southington - Ch  
 Dennis Guimares, Middletown  
 Augie Link, Tolland  
 Jim Bryers, Berlin  
 Kathy Quinn, Trumbull  
 Bruce Sylvester, Stamford - Ex

Consultants

Jim Casagrande, Newtown  
 Tom Malin, East Catholic - CAAD

**6.5.F. ICE HOCKEY**

Thomas Neagle, AP, Glastonbury - CH  
 Paul Clemens, AP, Wethersfield  
 James O'Connor, AP, W. Cross, New Haven  
 Ken Henrici, Wallingford Schools

Coaches

Jim Riccitelli, Cross, New Haven - Ch  
 Marty Roos, Notre Dame, Fairfield  
 David Harkiewicz, Newington  
 Larry Vieira, Branford

Consultants

John Piurek, West Haven  
 Al Cramer, Newtown  
 George Hall, Southington  
 Tom Malin, E. Catholic, Manchester - CAAD

**6.5.G. BOYS LACROSSE**

Lawrence Nocera, AP, Glastonbury - CH  
 Ralph Mayo, AP, Greenwich  
 Joe Castagnola, Portland  
 John Smith, East Haven  
 Bill Manfredonia, Newtown

Coaches

Brian Adkins, Branford - Ch  
 Bill Condon, Conard, W. Hartford  
 Frank Baron, Daniel Hand, Madison  
 Guy Whitten, Wilton - Ex

Consultants

Joe Mosa, Weatogue  
 David Leete, Coventry - CAAD

**6.5.H BOYS SOCCER**

Donald Wilson, AP, RHAM, Hebron - CH  
 Donna Schilke, Smith MS, Glastonbury  
 Matt Dunbar, AP, Glastonbury  
 Jordan Grossman, AP, Canton  
 David Johnson, AP, Windsor  
 Marc Heller, AP, Danbury

Coaches

Mike Pitruzello, Cromwell - Ch  
 Mike Fritch, Torrington  
 Paul Christensen, East Lyme  
 John Blomstrann, E.O. Smith, Storrs  
 Tom Malin, East Catholic - Ex

Consultants

Charles Sharos, Windsor  
 Herb Neuhauser, Simsbury  
 Dennis Curran, Clark Lane, Waterford  
 John Novakowski, Bristol - CAAD

**6.5.I BOYS SWIMMING**

Thomas Moore, Wethersfield - CH  
 John Brennan, AP, Fairfield Prep.  
 Sally Biggs, AP, South Windsor

Coaches

Randy Doucette, Plainville - Ch  
 Rick Lewis, Westhill, Stamford  
 John McClure, Wm. Hall, W. Hartford  
 Richard Thompson, Branford  
 George Baldwin, Middletown - Ex

Consultants

Bruce Jaffe, Fairfield Prep.  
 Terry Lowe, Greenwich  
 John O'Connor, Branford  
 Hank Koritkoski, Middletown - CAAD

**6.5.J. BOYS TENNIS**

William Barney, Mogan, Clinton - CH  
 John Keogh, McMahan, Norwalk

Coaches

Jim Solomon, Wm. Hall, W. Hartford - Ch  
 Gary Meunier, Daniel Hand, Madison  
 Jim Mathews, Cheshire  
 Rex Smith, Berlin  
 John Keogh, Brien McMahon - Ex

Consultants

Bob Harris - Fairfield Prep - CAAD



**6.5.K BOYS/GIRLS INDOOR TRACK**

Joseph Fazzino, AP, Branford - CH  
Don Friedman, Lincoln MS, Meriden  
Steve Wysowski, Coginchaug, Durham  
John Coccia, AP, Enfield

Coaches

Ed Butler, Masuk, Monroe - Ch  
Rich Kosta, Fitch, Groton  
Rob Murray, Danbury  
Pete Cappezone, Old Saybrook  
Richard Dupuis, Haddam-Killingworth-

Ex.

Consultants

Robert Haddad, Windham  
Bill Baran, South Windsor  
Doug Sharples, Groton  
Dave Tetlow, Ledyard  
Gary Moore, Hillhouse, New Haven  
Betty Remigino-Knapp, W. Hartford-

CAAD

**6.5.L BOYS OUTDOOR TRACK**

Don Friedman, Lincoln MS, Meriden -  
CH

Paul Newton, Enrico Fermi, Enfield  
Joseph Fazzino, AP, Branford  
Robert Fontaine, Middletown  
Dewey Amos, Norwalk  
Peter Bogen, AP, Lewis Mills, Burlington

Coaches

Mark Dunn, Stafford - Ch  
Marty Ogden, Weston  
Charles Farley, Sheehan, Wallingford  
Laddie Lawrence, Staples, Westport  
Larry Stubb, AI Prince, Hartford - Ex

Consultants

Bill Baran, South Windsor  
David Tetlow, Ledyard  
Robert Haddad, Windham - CAAD

**6.5.M BOYS VOLLEYBALL**

Richard Nabel, Brookfield - CH  
Dewey Amos, Norwalk  
Mary Karas, AP, Cheshire

Coaches

Rich Trczinski, Bloomfield - Ch  
Pat Ryan, Glastonbury  
Ed Adajian, Wm. Hall, W. Hartford  
Cliff Emanuelson, Joel Barlow, Redding  
Nancy Bond, Bassick, Bridgeport

Consultants

Ruth Hewston, Yalesville  
Ed Bengimino, Fairfield  
Barbara Startup, Glastonbury - CAAD

**6.5.N. WRESTLING**

Dennis Siegmann, Bristol Central - CH  
Charles Senft, AP, Stratford  
Brien Brown, Enrico Fermi, Enfield  
Steve Merlino, AP, Windham

Coaches

Jim Day, Berlin - Ch  
Pat Risley, Windham  
Sean Kelly, Plainville  
Peter Sepko, Southington  
Steve Konopka, East Hartford - Ex

Consultants

Pat Parente, Bristol  
John Lawless, Nonnewaug, Woodbury  
John Novakowski, Bristol - CAAD

**Girls Sports Committees**

**6.5.0 GIRLS BASKETBALL**

Ralph White, AP, Parish Hill, Chaplin-CH  
Harry Gagliardi, LoPresi, Seymour  
Craig Drezek, AP, Derby  
Matt Dunbar, AP, Glastonbury  
Dan Sullivan, Middletown  
Howard Gura, Shelton Intermediate  
Rich Cavallaro, Wilcox RVT, Meriden  
Kirk Murad, Grasso RVT, Groton  
Susan Homrok, AP, Wamogo, Litchfield

Coaches

Tim Kohs, Mericy, Middletown - Ch  
Fred Williams, N.W. Reg., Winsted  
Chris Webster, No. Branford  
Frank Lombardo, Holy Cross, Waterbury  
Nick Chaconis, Portland - Ex

Consultants

Dave Maloney, AP, Branford  
Ivan Wood, Plainville  
Robert Cecchini, East Granby  
Tom Murray, Branford  
Norm DeMartino, East Haven  
Leo Bravakis, East Windsor - CAAD

**6.5.P GIRLS CROSS COUNTRY**  
Don Friedman, Lincoln MS, Meriden - CH

Keith Gerritt, Rockville, Vernon  
Sal Randazzo, Cheshire

Coaches

Steve Stoklosa, South Windsor - Ch  
Kathy O'Neil, East Catholic  
Shaun Towne, Fitch, Groton  
Jorge Guerra, E.O. Smith, Storrs  
Mark Logan, RHAM, Hebron - Ex

Consultants

Ken Marcucio, Derby - CAAD

**6.5.Q FIELD HOCKEY**  
Robert Hale, Westbrook - CH  
Carol Janssen, McGee MS, Berlin

Coaches

Kitty Palmer, Guilford - Ch  
Jaye Stuart, Shepaug, Washington  
Kathy Walling, Wm. Hall, W. Htfd.  
Kathleen Bromage, Enfield - Ex

Consultants

Dawn O'Neil, Willington  
Deb Martin, Harwinton  
Babby Nuhn, North Branford  
Candy Perez, N. W. Reg., Winsted-CAAD

**6.5.R GIRLS GYMNASTICS**  
Christine Mahoney, East Granby - CH  
Anne Jarvis, AP, Glastonbury

Coaches

Sue Hopkins-Terrell, NFA - Ch  
Judy Zakim, Trumbull  
Bethany Mihaly, New Milford  
Pat Simon, Jonathan Law, Milford

Consultants

John Lawless, Nonnewaug - CAAD

**6.5.S GIRLS LACROSSE**  
Jay Smith, East Haven - CH  
Arlene Salvati, AP, Hamden

Coaches

Patricia McCahill, Daniel Hand, Madison  
Jason Dittert, Branford  
Ed Duclos, South Windsor  
Jill Strub, Schaghticoke, New Milford  
Lisa Lindley, Darien

Consultants

Patty Gesell, Glastonbury  
Guy Whitten, Wilton  
Anna Lee Serano, Glastonbury  
Cecilia O'Doherty, Brookfield - CAAD

**6.5.T. GIRLS SOCCER**  
Richard Cavallaro, Wilcox, Meriden - CH  
Dennis Seigmann, Bristol Central  
Susan Koroshetz, Stamford  
Kathleen Barmak, AP, East Windsor

Coaches

Jim Murray, Avon - Ch  
Tony Carrier, Bristol Central  
Bill Pacelia, Rocky Hill  
Erin Prescott, Manchester  
Abe Breslow, Trumbull - Ex

Consultants

Jean Kelleher, Coventry  
Charles Sharos, Windsor  
Judy Samaha, Sheehan, Wallingford-

CAAD

**6.5.U SOFTBALL**  
David Johnson, AP, Windsor  
Ann Pratson, Luralton Hall, Milford  
Andrea Lavery, Terryville  
Beth Smith, Wethersfield  
Laura Russo, Celantano, New Haven

Coaches

Jim Cotter, Norwich Free Ac - CH  
Teresa Napolitano, Amity, Woodbridge  
Jeff Vingo, St. Joseph, Trumbull  
Lou Milardo, Hale Ray, E. Haddam - Ex

Consultants

Judy Deeb, Niantic  
Judy Saxton, Windsor  
Donna Vavrinec, Prospect  
Anthony Piccccolo, Seymour  
Paul Fitzgerald, Westbrook - CAAD

**6.5.V GIRLS SWIMMING**

Jeffrey Schumann, Newington MS - CH  
Peggy Leger, AP, Holy Cross, Wtby  
Art Arpin, AP, Hamden

Coaches

Paul Davis, Amity, Woodbridge - Ch  
Nina Lujak, Hamden  
Gary Smith, Watertown  
Dick Hawks, Greenwich  
Ed Aston, Cheshire - Ex

Consultants

John O'Connor, Branford  
Trish Witkin, Enfield - CAAD

**6.5.W GIRLS TENNIS**

Arlene Gottesman, Law, Milford - CH  
Amadeo Rinaldi, AP, Holy Cross, Wtby

Coaches

Steve Ludlow, Newington - Ch  
Victor Sesto, Trumbull  
Ann Rathbone, Woodstock  
John Reisert, Fairfield  
Joanne Surgros, Tolland - Ex

Consultants

Billie Woodel, Bethel  
Elaine Piazza, Lyman Hall, Wallingford -  
CAAD

**6.5.X GIRLS TRACK**

Paul Newton, Fermi, Enfield - CH  
Peggy Leger, AP, Holy Cross, Wtby  
Scott Leslie, RHAM, Hebron

Coaches

Beth Sarnacki, Cromwell - Ch  
Gary Moore, Hillhouse, New Haven  
Carl Reichard, East Lyme  
Barbara Hedden, Cheshire  
Brendan Reilly, Wethersfield - Ex

Consultants

Bob Haddad, Windham - CAAD

**6.5.Y. GIRLS VOLLEYBALL**

Patricia Brozek, North Haven - CH  
Sally Biggs, AP, South Windsor  
Barbara Carrington, AP, Kennedy, Wtby  
Rosemary Duthie, Sheehan, Wallingford  
Rose Marie Cipriano, Weston  
Leslie Roulier, AP, Glastonbury

Coaches

Cindy Fixer, Gilbert, Winsted - Ch  
Laurie Larusso, Darien  
Donna Laich, Sheehan, Wallingford  
Gail Ericson, Bristol Eastern - Ex

Consultants

Barbara Startup, Glastonbury  
Marge Dolan, North Haven  
Pam Goodpaster, Barlow, Redding-CAAD

**6.5.Z CHEERLEADING**

Jackie Sullivan, Norwich Free Ac - CH  
Sherrie Zembrzuski, Notre Dame,  
Fairfield

Beth Sarnacki, Meriden  
Stephanie Mascia, Fairfield Warde  
Michele Cordeau, Wolcott  
Marie Silvestrie-Kashuba, Ansonia  
Karen Rubino, Brooklyn  
Terri Bailen, Middletown  
Leslie Doe-Koehler, Ledyard  
Melissa Jennings, Seymour  
Wendy Assunto, Stamford  
Kathy Daugherty, South Windsor  
Dawn Toolan, Middletown

**6.6 GENERAL CIAC COMMITTEES**

**6.6.A. COOPERATIVE TEAM**

William Barney, Morgan, Clinton - CH  
Charles DiCenso, Derby  
Tom Murray, Branford  
Fred Balsamo, East Haven - CAAD

**6.6.B. ELIGIBILITY REVISION**

V. Everett Lyons, Bristol Eastern - CH  
Jerome Auclair, Darien  
Walter Zalaski, AP, Simsbury  
Jeff Mathieu, Bacon Ac., Colchester  
George Synnott, Berlin  
Fred Balsamo, East Haven  
Tom Murray, Branford  
Wilhemenia Christon, Ansonia  
Donald Macrino, Waterford  
Bill Manfredonia, Newtown  
Ed Garvey, Suffield  
Genie Sloan, Whisconier MS, Brookfield

**6.6.C. ELIGIBILITY REVIEW**

Paul Newton, Fermi, Enfield  
Daniel Hatch, Stratford  
Walt Zalaski, AP, Simsbury  
Thomas Moore, Wethersfield  
Joseph Tonelli, Notre Dame, W. Haven  
Timothy Gaffney, Platt, Meriden  
Donald Macrino, Waterford  
Salvatore Randazzo, Cheshire  
Robin Sorensen, Lewis Mills, Burlington  
JoAnne Jakab, Kolbe-Cathedral, Bpt.  
Joe Castagnola, Portland

**6.6.D. OFFICIALS**

Jerome Auclair, Darien - CH  
Walter Zalaski, AP, Simsbury  
Robert Caouette, Naugatuck  
Joseph Tonelli, Notre Dame, W. Haven  
Paul Fitzgerald, Westbrook  
Pam Goodpaster, Joel Barlow, Redding  
Paul Mengold, Amity, Woodbridge  
Jay Cottone, Wethersfield  
Jim Casagrande, Newtown

**6.6.E. SEASONS LIMITATIONS**

Thomas Neagle, AP, Glastonbury - CH  
George Synnott, Berlin  
John Novakowski, Bristol Schools  
Charles Sharos, Windsor  
Art Kohs, Higganum

## 7.0 ELIGIBILITY

	Page
7.1 Attendance Policies .....	1
A. Fall Sports .....	1
B. Attendance Policies .....	1
C. Marking Period .....	1
D. Block Scheduling .....	1, 2
7.2 Code of Eligibility 2004-2005 .....	Appendix B
7.3 Eligibility Committee - Modus Operandi .....	2
7.4 Foreign Student Eligibility .....	2, 3
7.5 How & When Athletic Eligibility is Determined .....	4
7.6 Lists - Eligibility .....	4
A. Filing Lists & Delinquent Lists .....	4
B. Verifying Information .....	5
7.7 NCAA .....	5
A. Academic Requirement .....	5, 6, 7
B. Additional Comments .....	7
C. Clearinghouse .....	8
7.8 Ninth Grade Participation Policy .....	8
7.9 Protest Form - Eligibility .....	Appendix D
7.10 Rules and Due Process - Eligibility .....	9
7.11 Rights of Due Process, Athletes' .....	Appendix B
7.12 Special Education Students .....	9
7.13 Transfer Rule .....	10
A. Requirement #19 (Waiver) .....	10, 11
Rule II.C. #18 (Hardship).....	11
B. Transfer Waiver Form .....	Appendix U
7.14 Eligibility of Home-Schoolers .....	11
A. Position Statement of CAS .....	11
B. Position Statement of CHSCA .....	12
C. Position Statement of CAPSS .....	12
7.15 Unified Sports™ .....	12
A. Eligibility for Unified Sports™ .....	12, 13

**7.1 ATTENDANCE POLICIES**

**7.1.A. ELIGIBILITY FOR FALL SPORTS -- RE. ATTENDANCE POLICY**

The CIAC has consistently maintained that in order to be eligible for fall sports, a student must have received credit toward graduation at the close of the school year preceding the contest in at least four Carnegie Units of work or its equivalent. The number of courses passed is not material; it is the number of credits toward graduation which must be the determining factor. Year-end failures may be made up through successful completion of LEA approved summer school work in courses failed.

**7.1.B. ELIGIBILITY RULES AS THEY RELATE TO ATTENDANCE POLICIES (RULE I.D.)**

The stated premise throughout all CIAC Eligibility Rules is that "...regulations are minimal and do not prohibit a school from establishing more rigid eligibility standards."

**7.1.C. ELIGIBILITY BY MARKING PERIOD -- RE. ATTENDANCE POLICY**

A school which has an attendance policy should be allowed to interpret and apply the credits-toward-graduation factor based on that attendance policy in whatever manner it wishes. If the principal concludes that the student is earning passing grades in four Carnegie Units of work, and if he/she chooses not to apply the credits-toward-graduation factor on a marking period basis but rather applies it at year's end when the credit for the course is to be either granted or denied, the student can be considered eligible for sports participation.

If the principal wishes to be more stringent, and interpret each marking period as carrying at its conclusion a fraction of the course's credit toward graduation, he/she can conclude that the student is ineligible.

**7.1.D. CIAC ACADEMIC ELIGIBILITY REGULATION -- RE. BLOCK SCHEDULING**

There are several schools that are using block scheduling with several more studying the concept in anticipation of moving in that direction in the near future.

The use of block scheduling has called into question the present CIAC academic regulation and how it is to be applied for those schools. Therefore, in order to assist member school principals, the following clarifying language is offered.

**ELIGIBILITY RULE I. - SCHOLARSHIP**

Existing language states: A Carnegie Unit is defined as "200 minutes of recitation during a period of five consecutive school days for an entire school year." Further, "If a course is scheduled a minimum of 200 minutes during a period of five consecutive school days for a traditional nine-week marking period and awards at least 1/4 credit for that period, that course should be considered one-quarter of a Carnegie Unit of work.

**CIAC Interpretation Under Block Scheduling**

Any course taken under a block schedule design which is scheduled a minimum of 400 minutes during a period of five consecutive school days for traditional nine-week marking period and awards at least 1/2 credit for that period, that course should be considered one-half of a Carnegie Unit of work.

**ELIGIBILITY RULE I.B.**

Existing language states: A pupil cannot at any time represent a school unless taking at least four quarter Carnegie Units of work or its equivalent. During the school year a pupil must have received a passing mark in at least four (4) quarter Carnegie Units of work or its equivalent at the end of the regular marking period next preceding the contest.

**CIAC Interpretation Under Block Scheduling**

A pupil cannot at any time represent a school unless taking at least two one-half Carnegie Units of work or its equivalent. During the school year a pupil must have received a passing mark in at least two (2) one-half Carnegie units of work or its equivalent at the end of the marking period next preceding the contest.

**7.2 CODE OF ELIGIBILITY - 2004-2005**

See Appendix B -- The 2004-2005 Rules of Eligibility and Control for Boys and Girls High School Athletics in Connecticut.

**7.3 ELIGIBILITY COMMITTEE MODUS OPERANDI**

In recent years the work of the CIAC Eligibility Committee has quadrupled in scope. It is no longer possible for the Committee, and certainly for its Chairman Principal, to serve as a quick-notice ombudsman for all the eligibility problems throughout the state.

In order to serve the member schools and student athletes in an efficient and business-like manner, the following methods of operation will be in effect during the course of the year:

1. All requests for eligibility decisions must be IN WRITING to the Executive Director and MUST BE SIGNED BY THE PRINCIPAL.
2. Requests will be acted on monthly by the Eligibility Committee -- usually on the third Thursday of the month, September through May. Requests received after this date will not be acted on until the following month.
3. Notification of decisions by the Committee will be communicated by the Executive Director.
4. Routine interpretations may be offered by the Executive Director and/or Assistant Executive Director -- preferably upon written request.
5. Telephone requests for final eligibility decisions will not be honored.
6. Principals should anticipate potential eligibility problems so that the Committee will have a reasonable margin of time within which to make decisions.

**7.4.A. FOREIGN STUDENT ELIGIBILITY**

Refer to "Rules of Eligibility and Control for Boys and Girls High School Athletics in Connecticut." (Article IX - CIAC Bylaws); (Rules II.A. and II.C.5.)

The Council on Standards for International Educational Travel referred to in Eligibility Rule II.H. (CSIET) is a non-profit organization committed to establishing standards for international educational travel, monitoring compliance with those standards, and sharing information about organizations operating international educational travel and exchange programs at the high school level on behalf of schools, communities, and educational groups in the United States. The CIAC accepts all programs

listed and accepted by CSIET as being bona-fide exchange programs for the purposes of establishing eligibility of athletes who are exchange students. A list of approved programs may be obtained from:

Council on Standards for International Educational Travel (CSIET)  
212 South Henry Street  
Alexandria, VA 22314

Telephone - (703) 739-9050  
Fax - (703) 739-9035  
E-mail - Exchanges@aol.com

- 7.4.B.** Schools are responsible for determining if a foreign student has participated in specific sports one year prior to registration at their school. (Please refer to CIAC Transfer Rule II.C.)

To assist our schools in evaluating sport participation that is equivalent to or a higher level than our scholastic sports program in foreign countries where there is not a scholastic athletic program, the following guidelines are offered. The elements listed can be used to judge an athlete's previous experience in a specific sport. All elements need not be present in order to be a comparable experience.

- The athletic contests are found and cannot be considered "pick-up" games.
- Competition is organized and scheduled between teams / individuals / organizations.
- Recognized rules are followed.
- Scores are kept.
- Equipment and/or facilities and/or uniforms are provided by a sponsor (club, school, town, agency).
- Competitions are officiated by qualified individuals.
- Competitions are scheduled and scores are publicized.
- Competitions are against a variety of opponents organized in a similar manner (clubs, towns, regions, nations).
- Individuals are selected through tryout sessions and/or past performance. There is a formality to the selection process and not a "pick-up", ad hoc, informal selection process.

- 7.4.C.** CSIET students are eligible under CIAC regulations as long as they satisfy the age requirement. Foreign student graduates are not eligible, including CSIET students.

**7.4.D. F-1 VISA -- STUDENT**

NJASA and AASA are monitoring the effect the Illegal Immigration Reform and Immigrant Responsibility Act of 1996 will have on school districts. School districts have new responsibilities concerning students who are in the United States on F-1 visas. Federal regulations have been issued. Below is a summary of the information.

Section 625 of the immigration reform bill requires F-1 students to reimburse schools for the cost of public education. These regulations apply to F-1 students only; dependents of F-1 visa holders (F2 students) are excluded from the public school tuition requirement. School districts are responsible for determining what the cost of tuition is. Because the tuition must be paid in full before the school can issue an I-20 (the official form designating that a student is eligible for an F-1), the U.S. Department of Education recommends that schools establish a refund mechanism to reimburse students (on a prorated basis) who must leave the system before completing their academic stay.

The new law will not affect students already studying in the United States on F-1 visas; however, if these students leave the United States -- even during school vacations -- the new law could affect them upon their return. For this reason, school officials need to become familiar with the law so they can advise these students.



7.5 HOW AND WHEN ATHLETIC ELIGIBILITY IS DETERMINED

Question 1: Is an athlete's eligibility declared once his/her name appears on the official roster submitted to the CIAC?

Answer: No. The official team roster submitted to the CIAC is the official document used by the principal to verify that the players listed are eligible according to CIAC regulations to participate in the sport, i.e., academic, residence, medical, etc.

Question 2: Is an athlete's eligibility declared if he/she is a member of a school team but never plays in a contest?

Answer: No. Athletes must actually participate in a contest, at any level of play (regular season or post regular season), in order for a year of athletic eligibility to be used.

Question 3: If an athlete who is a member of a school team never plays in a contest in one sport can that same student switch to another sport during the same season and become eligible for that sport?

Answer: No according to Eligibility Rule II.D. a pupil shall not participate in or represent his or her school in more than one sport after that date of the first contest in that sport season.

NOTE: Being considered a member of a school team but never having played in a contest, at any level, in that sport during the season will not count toward one of the three seasons of eligibility for that sport.

Approved by CIAC Board of Control 12/9/99

7.6 LISTS - ELIGIBILITY

7.6.A. POLICY STATEMENT ON FILING OF ELIGIBILITY LISTS

(Rules of Eligibility - General Procedures - Rule IV.D.)

Within two (2) school days after the first game of each sport, an eligibility list must be submitted via the CIAC website in each sport. An alphabetical list of pupils by name, date of birth, grade, school last attended (if a transfer student as defined under II.C.) certifying that these pupils are eligible for that season. As changes occur in eligibility they must be submitted, via the website within two (2) school days to the Executive Director.

**Delinquent Lists** -- Schools delinquent in filing eligibility lists shall be granted thirty days to show cause why they should not be placed on Prohibition for failure to supply the missing eligibility lists. If the missing lists are not in within thirty days, any school delinquent must come before the CIAC Board of Control and show cause why it should not be placed on Prohibition (the school cannot participate in any CIAC-sponsored meet or tournament in those sports in which the lists are not received).

**7.6.B. ADMINISTRATIVE PROCEDURES FOR VERIFYING INFORMATION ON ELIGIBILITY LISTS**

All information on eligibility lists on file at the CIAC office is available to member schools. Only principals and/or athletic directors of member schools may initiate requests for information contained on those lists.

Coaches who wish information contained on eligibility lists must forward their inquiries through their principal of athletic director.

All questions of eligibility verification must be referred to the Executive Director or his Assistants, 30 Realty Drive, Cheshire, CT 06410 -- telephone (203) 250-1111 / Fax (203) 250-1345 / E-mail -- casciac.org.

**7.7 NCAA****7.7.A. NCAA ACADEMIC REQUIREMENTS FOR INCOMING FRESHMAN**

**NCAA Division I - Freshman Eligibility Standards** -- All student-athletes **MUST** register with the NCAA Initial-Eligibility Clearinghouse. **QUALIFIER (can practice, compete and receive athletics scholarship as a freshman.**

**Requirements**

- \* Graduation from high school;
- \* Can convert and combine sub scores from an SAT taken before April 1, 1995, and an SAT taken April 1, 1995, or later to achieve the standard;
- \* The highest scores achieved on the verbal and mathematics section of the SAT or highest scores achieved on the four individual tests of the ACT may be combined to achieve the highest scores;
- \* The following new Core GPA/Test Score Index for use with 14 core course for classes of 2005, 2006 and 2007. Class of 2008 will require 16 core courses.

Core GPA	SAT	Sum ACT	High School Core Courses
3,550 & above	400	37	At least 4 years English;
3,525	410	38	At least 2 years math; [one year algebra
3,500	420	39	and one year geometry (or one year of a
3,475	430	40	higher level mathematics course for
3,450	440	41	which geometry is a prerequisite)].
3,425	450	41	At least 2 years social science;
3,400	460	42	At least 2 years natural or physical
3,375	470	42	science (including 1 lab course, if
3,350	480	43	offered by any high school you attended);
3,325	490	44	At least 1 year of additional courses in
3,300	500	44	English, math or natural or physical
3,275	510	45	science; and 2 additional academic
3,250	520	46	courses in any of the above areas, or
3,225	530	46	foreign language, computer science,
3,200	540	47	philosophy or comparative religion.
3,175	550	47	
3,150	560	48	
3,125	570	49	
3,100	580	49	
3,075	590	50	
3,050	600	50	
3,025	610	51	

<u>Core GPA</u>	<u>SAT</u>	<u>Sum ACT</u>
3,000	620	52
2,975	630	52
2,950	640	53
2,925	650	53
2,900	660	54
2,875	670	55
2,850	680	56
2,825	690	56
2,800	700	57
2,775	710	58
2,750	720	59
2,725	730	59
2,700	730	60
2,675	740 - 750	61
2,650	760	62
2,625	770	63
2,600	780	64
2,575	790	65
2,550	800	66
2,525	810	67

**NON-QUALIFIER (Does not meet standards for qualifier or partial qualifier.)** No practice or competition during freshman year. Three seasons of competition. May receive institutional need-based aid only during freshman year which may not be from an athletics source.

**NCAA DIVISION II -- FRESHMAN ELIGIBILITY STANDARDS** -- Division II qualifiers require that a student-athlete graduate from high school, have a GPA of 2.00 in a successfully completed core curriculum of 13 or 14 academic courses, earn a 68 sum of scores on the ACT or have a combined score on the SAT verbal and math sections of 820.

Note: Student-athletes first entering an NCAA Division II college or university on or after August 1, 2005, must have completed 14 core courses. Like Division I, the 14th course may be in any area (except computer science, which is being eliminated as a core course, effective August 1, 2005).

**PARTIAL QUALIFIER (Does not meet standards for qualifier)** -- Eligible to practice at institution's home facility during freshman year. No competition during freshman year. Will have four years of eligibility during college career. May receive institutional financial aid, including an athletic scholarship, during freshman year.

- \* Does not meet requirements for qualifier
- \* Has satisfied high school graduation requirements
- \* Has successfully completed the 13 (or 14) core courses with a minimum 2.000 core-course grade point average
- \* Attain minimum 68 ACT (sum of scores or 820 SAT

**NON-QUALIFIER (Does not meet the standards for qualifier or partial qualifier)** -- Cannot practice or compete during freshman year. Will have four years of eligibility during college career. May not receive an athletic scholarship in freshman year, but may receive regular need-based financial aid if the school certifies that aid was granted without regard to athletics ability.

The ACT or the SAT used to establish initial eligibility must be taken under national testing conditions on a national testing date. The test may be taken on any number of occasions, utilizing the best score (for each section). Each of the best scores then may be combined to meet the necessary test score requirement. It is suggested that the student plan early to take the test. Many students take the ACT or SAT as early as their sophomore year.

For college freshman entering a Division I or II institution ask your guidance counselor or contact the nearest ECAC office (telephone (508) 771-5060) to obtain a NCAA Guide to Freshman Eligibility for NCAA Division I or II Institutions.

Student athletes at Division I or II colleges may receive tuition, fees, room/board and books for each academic year based on athletic ability.

A student athlete's aid at a Division III college is based on financial need and may not be associated with athletic ability.

**DIVISION III** -- Currently, Division I and Division II requirements do not apply to Division III colleges, where eligibility for financial aid, practice and competition is governed by institutional or conference regulation.

Student-athletes and parents should obtain a copy of the current *NCAA Guide for the College-Bound Student-Athlete* for additional and more detailed information about NCAA eligibility requirements. The guide is available on the NCAA web site at <[www.ncaa.org/eligibility/cbsa/](http://www.ncaa.org/eligibility/cbsa/)>

For information on initial eligibility of students with learning disabilities, see the NCAA web site at <[www1.ncaa.org/membership/membership\\_svcs/eligibility-recruiting/faqs/disabilities](http://www1.ncaa.org/membership/membership_svcs/eligibility-recruiting/faqs/disabilities/)>.

### 7.7.B. ADDITIONAL COMMENTS

1. During high school you might be contacted by a scouting service. An NCAA restriction on scouting services prohibits them from receiving compensation based on the amount of the college scholarship you are awarded. The NCAA does not sanction or endorse any scouting service. Therefore, you should determine whether the scouting service meets NCAA requirements.
2. You become a "perspective student-athlete" if you have started classes for the ninth grade and a college coach: Gives you or your relatives or friends any financial aid or other benefits that the college does not normally provide to other students generally.
3. You become a "recruited prospective student-athlete" at a particular college if any coach or representative of the college's athletics interests (booster or representative) approaches you (or any member of your family) about enrolling and participating in athletics at that college. Activities by coaches or boosters that cause you to become a recruited prospective student-athlete are: a) providing you with an official visit; b) placing more than one telephone call to you or any other member of your family; c) visiting you or any member of your family anywhere other than the college campus.

Please note: Alumni or boosters may not be involved in recruiting student-athletes. There can be no phone calls or letters from boosters.

You and your family may not receive any benefit, inducement or arrangement such as cash, clothing, cars, improper expenses, transportation, gifts or loans to encourage you to sign a National letter of Intent or attend an NCAA school.

In all sports, phone calls from faculty members or coaches (but not boosters) are not permitted until on or after July 1 after completion of your junior year. After this, in sports other than football, a college coach or faculty member is limited to one telephone call per week to you (or your parents or legal guardians), except that unlimited calls to you (or your parents or legal guardians) may be made under the following circumstances:

- \* During the five days immediately before your official visit by the college you will be visiting.
- \* On the day of a coach's off campus contact with you by that coach.
- \* During the first National Letter of Intent signing date period in your sport through the two days after the signing date.
- \* In football only, an institution may telephone you as often as it wishes during a contact period.

You (or your parents) may telephone a coach at your expense as often as you wish. Coaches may accept collect calls from you and may use a toll free (1-800) number to receive telephone calls from you on or after July 1 after completion of your junior year.

For complete details on recruitment violation and limits secure the 2003-2004 College Bound Student-Athlete Guide published by the NCAA. The address is National College Athletic Association, 700 W. Washington Street, P.O. Box 6222, Indianapolis, Indiana 46206-6222. Telephone (317) 917-6222 Fax (317) 917-6888.

### **7.7.C. CLEARINGHOUSE - DIVISION I OR II ATHLETICS**

If you intent to participate in Division I or II athletics as a freshman, you must register and be certified by the NCAA Initial Eligibility Clearinghouse. High School counselors may obtain registration materials, at no cost, by telephoning the Clearinghouse at (319) 337-1492. Counselors should provide a student-release form and a red brochure titled "Making Sure you are Eligible to Participate in College Sports." The release form must be completed, mail the top white copy with an \$25 registration fee to Clearinghouse. Give the yellow and pink copies to the counselor who will send the yellow copy along with your transcript to Clearinghouse. After you graduate your counselor will send a copy of your final transcript which confirms graduation.

### **7.8 9TH GRADE PARTICIPATION POLICY**

That in local public school districts where grade 10-12 high schools exist, 9th grade pupils in a public JHMS school, with local public school district approval, may participate at the local public school, where grades 10-12 exist. All situations which are not covered by this rule are to be referred to the CIAC Board of Control.

The rule permits increased participation of 9th graders as stipulated. It is up to local public school districts to decide whether they wish to involve 9th graders and to arrange the mechanics for such involvement.

Any such participants shall conform to the eligibility rules of the CIAC. The principal of the local public high school on whose teams these youngsters participate is to list their names along with those of all other athletes and be responsible for certifying that these pupils are eligible.

It is further suggested that these pupils conform fully to any existing local public high school eligibility rules beyond the minimum regulations of the CIAC. Such requirements as a physical examination before participation, for example, should be mandatory.

The local public high school is the Grade 10-12 local public school in which the students would normally matriculate once they complete junior high school.

**7.9 SAMPLE PROTEST FORM**

See Appendix D

**7.10 ELIGIBILITY RULES AND DUE PROCESS**

Although the Connecticut courts have consistently ruled that a student has no due process right to participate in interscholastic athletics, the CIAC Board of Control believes that it is important that all athletes be familiar with the CIAC Rules of Eligibility. To that end, the CIAC Board of Control will annually make available copies of the Rules for all student athletes.

In many instances member schools have stricter regulations than the CIAC minimum regulations; schools are free to supplement CIAC regulations. However, in accordance with schools' membership agreements, eligibility requirements cannot be less than those of CIAC. Many member schools have reported that they have prepared a poster-sized digest for placement in gyms or locker rooms and have distributed to individual students the clear and concise digest of CIAC Eligibility Rules available from the CIAC office.

**7.11 RIGHTS OF DUE PROCESS - ATHLETES**

See Appendix B -- "Athletes' Rights of Due Process".

**7.12 ELIGIBILITY OF SPECIAL EDUCATION STUDENT TO COMPETE**

A student attending an alternative education program in a school which is not a member of CIAC is eligible to compete in interscholastic athletics when the following conditions are met:

1. If the school in which the student has been placed through the PPT process does not have its own interscholastic athletic program, then he/she is eligible to participate in interscholastic program of the sending school.
2. The student must be carried on the membership roll of the sending school and the principal of the sending school must assume full responsibility for and authority over the student for determining athletic eligibility.
3. The student must be enrolled in a full-time program which leads to the fulfillment of requirements for a diploma.
4. The student must be otherwise eligible according to CIAC By-laws and Code of Eligibility.

**7.13 TRANSFER RULE**

The intent of the transfer rule (Rule II.C.) Is to discourage schools and/or adults from exploiting the student athlete or allowing or enabling that student to benefit improperly from his own act or the acts of others.

The CIAC transfer rule is based upon the fundamental principle that, if at all possible, a student should live with his/her parents and attend public or parochial school in the school district in which the parent resides. Without regulation of the eligibility of transfer students, student athletes and their families -- with or without outside influence -- could permit athletic interests to become dominant factors in educational decisions. In either of these instances, athletics would assume an improper and abusive perspective. Schools believe rules to deter such situations are warranted. Therefore, the transfer rule exists to:

- a. Prevent the recruiting of student athletes;
- b. Prevent “school jumping” by students for athletic reasons;
- c. Minimize the influence of athletics upon the family’s decision regarding school attendance;
- d. Protect and maintain equitable opportunity for students whose families are legitimate residents of a school district;
- e. Maintain an equitable standard for interscholastic competition between public schools which are restricted by legally established boundaries and private schools which have no such boundaries; and
- f. Provide common ground for interscholastic athletic competition between schools.

The transfer rule is standard in the majority of state high school associations in the United States and, when applied fairly, has withstood all legal tests. It is recognized that it is incumbent upon schools to provide a warning to students transferring in or out of high schools that their athletic eligibility may be in jeopardy. An informed student body and informed parents should reduce any potential harm caused by the transfer rule.

#### 7.13.A. TRANSFER RULE II.C. REQUIREMENT #19 (Waiver)

A student who does not qualify for the transfer rule requirements 1 through 18 will be granted eligibility by application to the CIAC Eligibility Committee if the following are satisfactorily completed:

After a period of 30 calendar days from the date of the first allowable play date following date of enrollment (first day of attending classes) in the receiving school for the affected sport, or from the date of the first school contest after the date of enrollment, if entry is after the first allowable play date, eligibility will be granted to a student who has participated at the JV or varsity level of play any time during the present or preceding year at the sending school, who does not otherwise qualify for any of the above exceptions and when both the sending and receiving school principals sign a CIAC transfer waiver form certifying to the best of their knowledge that the student has not transferred for athletic reasons.\* If the season ends\*\* before the thirty (30) calendar days have been completed, any remaining days of ineligibility shall be satisfied from the first allowable play date of the present school’s regular season in that sport during the next school year unless he/she is a multi-sport athlete. In these cases, the remaining portion of the 30 calendar days will be served successively.

To qualify for the provisions of this section, a student must be a member of the team during the season in which the 30 day wait period is applied.

All questions, concerns or interpretations of the application of Requirement #19 should be immediately referred to CIAC staff. Appeals of actions related to Requirement #19 will be made before the Eligibility Review Board.

\* Definition of athletic reasons:

A transfer for athletic reasons is defined as, but not limited to:

- a. Seeking a change to a new school due to inducement or recruitment to play a sport.
- b. Seeking a superior athletic team.
- c. Seeking relief due to a conflict with the philosophy or action of an administrator, teacher or coach relating to sports.
- d. Seeking a team consistent with the student’s athletic abilities.
- e. Seeking a means to nullify punitive action by the sending school for athletic reasons.
- f. Seeking to escape academic or other ineligibility at the sending school due to the school’s academic standards.

\*\* Season ends on the last date to count for tournament play. Tournament play does not count toward the 30 calendar days.

#### Points of Emphasis

1. The transfer rule does not apply to grade nine (9) students. They may transfer at any time during or at the end of the ninth grade and remain eligible.
2. The transfer rule applies only when a student enters grade 10 and plays for the school in an interscholastic athletic contest. Athletic eligibility is then declared in that sport only. It is at that point that the CIAC transfer rule takes effect.
3. The addition to the transfer rule assures students who transfer after entering grade 10 and having had played in a sport during grade 10, 11, or 12 during the present or preceding year, the opportunity to become eligible following a 30 day wait period from the time of the first allowable play date for the sport, **IF** the principal of the sending school and receiving schools sign a CIAC waiver form certifying that to the best of their knowledge the student has not transferred for athletic reasons.

#### **TRANSFER RULE II.C. #18 -- HARDSHIP**

Eligibility may be granted to a transfer student who does not meet the CIAC transfer standard when sufficient evidence, as determined by the CIAC Eligibility Committee, is provided to show that it was necessary for the student to transfer because of unforeseen, unavoidable, or unusual circumstances including, but not limited to, broken home conditions, terminal or serious illness of parent, sibling, or self, death of a parent or guardian, abandonment, loss of school accreditation, bankruptcy and/or loss of principal income of legal guardian(s), and provided the transfer was not for athletic reasons and there was no undue influence. Hardship is defined as an unforeseeable act, condition or event which may not reasonably and/or practically be avoided or corrected and which causes the imposition of a severe burden upon the student or his/her family. A hardship situation may be a situation which is unique to the student or his/her family which could not have been predicted, which does not apply to others in a similar setting, and over which the family has no control.

#### **7.13.B TRANSFER WAIVER FORM**

See Appendix U

#### **7.14 ELIGIBILITY OF HOME SCHOOLERS**

See Appendix B - "Rules of Eligibility and Control -- II.A. Pupil Eligibility

#### **7.14.A. CAS POSITION STATEMENT ON THE ELIGIBILITY OF HOME-SCHOOLED STUDENTS TO PARTICIPATE IN INTERSCHOLASTIC ATHLETICS**

The Board of Directors of the Connecticut Association of Schools strongly supports the existing Connecticut Interscholastic Athletic Conference (CIAC) position concerning the eligibility of home-schooled students to participate in interscholastic athletics. Current CIAC regulations dictate that the opportunity to participate in interscholastic sports be extended to only those students who are enrolled in its member schools and who meet all CIAC eligibility requirements. More specifically, eligibility is to be restricted to those students who are otherwise eligible and whose educational program is under the direct supervision of a CIAC member school.



The CAS Board of Directors neither permits nor endorses any changes in any CIAC regulations which would accommodate the eligibility of home-schooled students to participate in interscholastic sports in Connecticut. The Board of Directors holds that the inclusion of home-schooled students in interscholastic sports activities would interfere with the CIAC's ability to ensure the uniform and consistent application of its rules governing eligibility. The current regulation, which excludes home-schooled students from participation, is requisite to the CIAC's ability to maintain a fair, equitable and safe environment for the student athletes of Connecticut.

**7.14.B CHSCA POSITION STATEMENT ON HOME-SCHOOLED STUDENTS**

The Executive Board of the Connecticut High School Coaches Association, unanimously endorses the position of the C.I.A.C. with regards to the following three items:

- \* The transfer rule
- \* Home-schooling and participation in C.I.A.C. sanctioned sports
- \* The State Attorney General's position with regards to Connecticut State Department of Education review of C.I.A.C. Board of Control decisions.

The Connecticut High School Coaches Association supports in spirit, content and intent, the position of the C.I.A.C. Board of Control on each of the above items and publicly states such with this document.

**7.14.C CAPSS POSITION STATEMENT ON HOME-SCHOOLED STUDENTS**

Participation in interscholastic athletics has been and is limited to those students registered in the member schools/school districts. These students must follow all existing school practices as stated in Board of Education policy/regulations and the schools' student handbooks. This requirement is in the best interest of the students of Connecticut.

**7.15 UNIFIED SPORTS™**

Unified Sports™ were created and developed to give individuals with mental retardation the opportunity to train and compete in sports activities. To be eligible for participation in Unified Sports™, a competitor must agree to observe and abide by the official Special Olympics sports rules. The following Unified Sports™ programs are offered to member schools: basketball, softball, soccer and volleyball. Refer to the Unified Sports™ Handbook for full information.

**7.15.A ELIGIBILITY FOR UNIFIED SPORTS™**

1. To be eligible for participation in Unified Sports™, an outgrowth of Special Olympics, a competitor must agree to observe and abide by the Official Special Olympics Sports Rules.
2. Unified Sports™ and its parent-arm, Special Olympics, were created and developed to give individuals with mental retardation the opportunity to train and compete in sports activities. No person shall, on the grounds of sex, race, religion, color or national origin, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity of Special Olympics.

3. A person is eligible to participate in Unified Sports™ as a Special Athlete, provided that he/she:
  - a. Is considered to have mental retardation\* as determined by his/her locality.
  - b. Has closely related developmental disabilities\*\* such as someone who has functional limitations, both in general learning and in adaptive skills such as recreation, work, independent living, self-direction, or self-care.

Note: People with functional limitations based solely on a physical, behavioral, emotional, specific learning disability, or sensory disability are not eligible.

\* Any person who is identified as having mental retardation by an agency or a professional in any given local area is considered eligible for Special Olympics. Other terms that may be used synonymously with mental retardation include: cognitive disabilities, mental handicaps, or intellectual disabilities.

\*\* When the term “mental retardation” or other similar descriptor is not used to identify the person in a local area, eligibility should be determined by whether or not the person has functional limitations in both general learning and adaptive skills. “Development disability” is the term most often used to describe persons with both limitations. Other terms that may be used synonymously with development disabilities are developmental handicap, developmentally delayed, or severe disabilities.

General Learning Limitations refers to substantial deficits in conceptual, practical, and social intelligence that will result in performance problems in academic learning and/or general life functioning. Learning limitations may be assessed by standardized tests (e.g., intelligence or achievement tests) or through criterion-referenced measures (e.g., teacher/parent observations or actual performance samples).

Adaptive Skill Limitations refers to on-going performance deficits in skill areas considered essential to successful life functioning. These adaptive skill areas include: communication, self-care, home-living, social skills, community use, self-direction, health and safety, functional academics, recreational/leisure, and work. Adaptive skills limitations may be measured by standardized tests (e.g., adaptive behavior scales or checklists) or through criterion-referenced measures (e.g., teacher/parent observations or actual performance samples).

If the person is identified as having developmental disability with functional limitations in both general learning and adaptive skills, it must still be determined by an agency or a professional whether or not the functional limitations are solely due to mental retardation or a closely related developmental disability. If the functional limitations are solely due to: physical disabilities, emotional disturbance, behavior disorders, specific learning disabilities, visual impairments, or sensory disabilities, this person is not eligible for Special Olympics.

## 8.0 FEES AND FINANCE

	Page
8.1 Account Numbers .....	1
8.2 Budgets .....	1
A. Sport Committees .....	1
B. Impact on LEA's .....	1
8.3 Entry Fees - Tournament .....	1, 2
8.4 Financial Statement - Model .....	2
8.5 Officials .....	3
A. CIAC Recognized Officials Groups .....	3
B. Exclusivity .....	3
C. Definition of Strike .....	3
D. Agreement Between .....	4
E. Recognition Standards .....	4
F. Officials Rule Interpreters .....	5
G. Baseball Fees 2004-05 .....	5
H. Boys Basketball Fees 2004-05 .....	5
I. Girls Basketball Fees 2004-05 .....	6
J. Field Hockey Fees 2004-05 .....	6
K. Football Fees 2004-05 .....	7
L. Gymnastics Fees 2004-05 .....	7, 8
M. Ice Hockey Fees 2004-05 .....	8
N. Lacrosse Fees 2004-05 .....	9
O. Softball Fees 2004-05 .....	9
P. Soccer Fees 2004-05 .....	10
Q. Swimming Fees 2004-05 .....	10, 11
R. Volleyball Fees 2004-05 .....	11
S. Wrestling Fees 2004-05 .....	12
T. League Championship Game Fees .....	12
8.6 CIAC Missing Contests Resolution .....	12
8.7 Sample Contract - Officials .....	13, 14
8.8 Scrimmage Fees .....	15
8.9 Sport Committees - Chairperson .....	15
8.10 Ticket Prices .....	15
8.11 Tournament Workers Fees .....	16
A. Boys Basketball .....	16
B. Baseball .....	16
C. Cross Country - Boys and Girls .....	16
D. Football .....	17
E. Golf - Boys and Girls .....	17
F. Ice Hockey .....	17
G. Lacrosse - Boys and Girls .....	17
H. Soccer - Boys and Girls .....	17
I. Swimming - Boys and Girls .....	18
J. Boys Tennis .....	18
K. Indoor Track - Boys and Girls .....	18, 19
L. Outdoor Track - Boys and Girls .....	19, 20

## 8.0 FEES AND FINANCE

	Page
M. Wrestling .....	20
N. Girls Basketball .....	20
O. Field Hockey .....	21
P. Softball .....	21
Q. Girls Gymnastics .....	21
R. Girls Tennis .....	21
S. Volleyball .....	21
8.13 TV and Broadcast Policies .....	Appendix N & O

**8.1 ACCOUNT NUMBERS**

**Connecticut Interscholastic Athletic Conference -- Sport Committees -- Financial Account Numbers (To be used on all CIAC financial transactions)**

<u>Girls Sports</u>	<u>Income Account #</u>	<u>Expense Account #</u>
Basketball	550 60	742 00
Cross Country	550 70	742 10
Field Hockey	551 10	742 20
Golf	551 60	743 00
Gymnastics	550 80	742 30
Lacrosse	551 70	743 10
Soccer	550 90	742 40
Softball	551 00	742 50
Swimming	551 20	742 60
Tennis	551 30	742 70
Track	551 40	742 80
Volleyball	551 50	742 90

Boys Sports

Baseball	552 00	745 00
Basketball	552 10	745 10
Cross Country	552 20	745 20
Football	552 30	745 30
Golf	552 40	745 40
Ice Hockey	552 50	745 50
Soccer	552 60	745 60
Swimming	552 70	745 70
Tennis	552 80	745 80
Indoor Track	552 90	745 90
Outdoor Track	553 00	746 00
Wrestling	553 10	746 10
Lacrosse	553 20	746 20
Boys Volleyball	553 30	746 30

**8.2 BUDGETS**

**8.2.A BUDGETS - SPORTS COMMITTEES**

Sports committee chairmen are advised that all decisions made by their committees which have an impact on the approved CIAC sport budget for the current fiscal year must be submitted to the CIAC Board of Control for approval before being implemented.

**8.2.B BUDGET IMPACT ON LEA'S**

Any decisions which impact local school district budget must allow one year lead time unless the Board of Control gives approval for earlier implementation.

**8.3 ENTRY FEES**

Girls Basketball	\$75 per team
Cheerleading	\$60 per team
Girls Cross Country	\$60 per team
Field Hockey	\$50 per team

Girls Golf	\$100 per team or \$20 per individual
Girls Gymnastics	\$75 per team for qualifying State Team Championship; \$5.00 per individual, per event in Class Championship; No fee for State Open
Girls Lacrosse	\$50 per team
Girls Soccer	\$50 per team
Softball	\$60 per team
Girls Swimming	\$50 per team plus \$3.00 per individual, per event
Girls Tennis	\$50 per team in team tournament; \$10 per individual in the individual tournament
Girls Track	\$6 per individual entered with a minimum of \$60
Girls Indoor Track	\$7 per athlete - minimum \$50 per team / maximum \$180
Volleyball	\$50 per team
Baseball	\$60 per team
Boys Basketball	\$75 per team
Boys Cross Country	\$60 per team
Football	\$50 per team
Golf	\$100 per team or \$20 per individual
Ice Hockey	\$50 per team
Lacrosse	\$50 per team
Boys Soccer	\$50 per team
Boys Swimming	\$50 per team plus \$3 per individual, per event
Boys Tennis	\$50 per team plus \$5 each individual
Boys Indoor Track	\$7 per athlete -- minimum \$50 per team / maximum \$180
Outdoor Track	\$6 per individual with a minimum of \$60
Boys Volleyball	\$50 per team
Wrestling	\$90 per team

8.4 MODEL FINANCIAL STATEMENT

Baseball Tournament \_\_\_\_\_

Account Number \_\_\_\_\_

Net Receipts	<u>Quarter-finals</u>	<u>Semi-finals</u>	<u>Finals</u>	<u>Total</u>
LL	\$ 505.00	\$ 631.50	\$ 696.25	\$1,732.75
L	647.00	641.25	1,661.00	2,949.25
M	288.67	238.95	418.50	946.12
S	<u>394.25</u>	<u>206.25</u>	<u>414.00</u>	<u>1,014.50</u>
	\$1,834.92	\$1,617.95	\$3,1889.75	\$6,642.50

Games Played	16	8	4
Total Attendance	_____		

Disbursements:

Rawlings Company - 10 dozen baseballs @ \$25.25	\$ 252.50
Champion Company - 25 shipping cartons	26.25
Baseball Umpires	1,706.00
Honorarium - Site Directors	480.00
Chairman Expense - Committee Meetings	143.97
Telephone Calls	133.67
Travel - 1,000 miles at .18¢	150.00
Tolls	4.80
Postage	44.60
Printing Tickets	55.66
Tournament Administrative Expense - Mileage	25.40
Field Maintenance	<u>300.00</u>
	\$4,112.85

Total Receipts	\$6,642.62
Total Disbursements	<u>4,112.85</u>
Profit from Tournament	\$2,529.77

**8.5 OFFICIALS**

**8.5.A CIAC RECOGNIZED OFFICIALS GROUPS**

The CIAC has recognized the following officials groups to officiate high school contests:

- Connecticut State Board of Approved Baseball Umpires
- Connecticut State Board of Approved Basketball Officials
- Connecticut Board of Certified Basketball Officials
- Connecticut Football Officials Association
- Colonial Football Conference
- Connecticut Field Hockey Association Official's Board
- Connecticut Charter of National Association of Women's Gymnastic Judges
- Connecticut Chapter of National Ice Hockey Officials
- Connecticut Lacrosse Officials Association
- Connecticut Women's Lacrosse Officials Association
- Connecticut Amateur Softball Officials Association
- Federation of Softball Officials of Greater New Haven
- Connecticut Soccer Officials Association
- Connecticut Swimming Officials Association
- Western Connecticut Swimming Officials Association
- Connecticut Volleyball Officials Association
- Connecticut Federation of Volleyball Officials
- Connecticut Wrestling Officials Association

**8.5.B EXCLUSIVITY**

Exclusivity means that the CIAC requires all member schools to use -- \* at all levels of play -- only officials who presently are members of a recognized officials group. This will include anyone who is a member of a group listed above. It also means that no new group of officials will be allowed to become eligible to officiate contests in member schools unless they become part of the State officials group which is presently recognized by the CIAC for negotiating purposes. These groups are listed below:

- Connecticut State Board of Approved Baseball Umpires
- Connecticut Board of Approved Basketball Officials
- Connecticut Field Hockey Association Official's Board
- Connecticut Football Officials Association
- Connecticut Charter of National Association of Womens' Gymnastics Judges
- Connecticut Chapter of National Ice Hockey Officials
- Connecticut Lacrosse Officials Association
- Connecticut Amateur Softball Officials Association
- Connecticut Soccer Officials Association
- Connecticut Swimming Officials Association
- Connecticut Volleyball Officials Association
- Connecticut Wrestling Officials Association

\* Unless assignments cannot be filled due to shortage of officials.

This position allows member schools to continue to use officials they have been using in the past as long as those groups have successfully complied with CIAC recognition standards.

**8.5.C DEFINITION OF STRIKE**

No officials group listed above will have the right to withhold services from any member school which seeks assignments without the expressed approval of the CIAC.

**8.5.D AGREEMENTS BETWEEN**

Both CIAC member schools and the officials association which provide officiating services for CIAC member schools are obliged to honor the conditions of these respective agreements. Grievances or concerns related to any of the conditions of any agreement should be resolved between the official(s) and the school and, if necessary, be referred to the CIAC Officials Committee. CIAC sport committees are requested to notify the Officials Committee regarding any changes in rules or game conditions which may affect any provision of an agreement.

The CIAC instructs each member school to pay the fees as published for that sport in this Handbook. Payment should be made within a 30 day period (Refer to payment policy)

The CIAC Board of Control herewith expresses its appreciation to the various officials associations for their cooperation and continued support of high school athletics. It also acknowledges the members of the Officials Committee, especially its Chairman Dr. Jerome Auclair, who spent many days and long hours finalizing agreements with the various officials associations.

Any concerns or questions related to these agreements should be made to:

Dr. Jerome Auclair, Principal  
Darien High School  
80 High School Lane, Darien, CT 06820  
Telephone (203) 655-3981

**8.5.E RECOGNITION STANDARDS FOR SPORT OFFICIALS ASSOCIATIONS**

1. Provide by July 1 of each year a roster of all officials certified to do CIAC contests. Roster updates must be on file by the first CIAC contest date. All officials must be a minimum of 18 years of age by July 1 of the year in which they will be servicing CIAC contests.
2. Provide by July 1 of each year a constitution and by-laws.
3. Provide evidence that regular meetings are held during the year.
4. Provide by July 1 of each year a list of officers for the association.
5. Provide a list of criteria as evidence that the officials on the roster are skilled, trained, and knowledgeable of the game rules adopted by the CIAC in each respective sport.
6. Provide evidence that all officials have successfully completed yearly in service training clinics, and an annual written examination on the rules.
7. Provide evidence that the association has an on-going program for evaluating officials.
8. Provide by July 1 a list of assignment commissioners including addresses and telephone numbers.
9. Provide evidence that there is an on-going program to encourage new membership and to train new officials.
10. Provide a statement that the association does not discriminate according to age, sex, race, creed, etc.
11. Provide evidence that the association is serving a minimum of eight (8) CIAC member schools and does not service one league exclusively.
12. Provide the criteria used to determine when an official is qualified to officiate varsity level contests (i.e. number of years at the sub-varsity level, etc.)



8.5.F CIAC OFFICIAL RULE INTERPRETERS

Official game rules interpreters for sports that are governed by the National Federation are selected by their respective state officials organizations. The primary responsibility of the CIAC Official Interpreter will be to assist the staff in interpreting game rules to member school athletic directors, coaches and others that need clarification or interpretation. This process allows for experienced and knowledgeable individuals to uniformly apply appropriate interpretations to game rules.

**FEE SCHEDULES - 2004-05**

8.5.G BASEBALL -- Connecticut State Board of Approved Baseball Umpires

Contact Person: Paul Swords  
21 Ridge Road  
Stratford, CT 06614

CIAC Contact Person: Walter Zalaski  
Simsbury High School  
34 Farms Village Road  
Simsbury, CT 06078

<u>Fee Schedule - All Classifications</u>	<u>2004-2005</u>
Varsity	\$ 70.68
Sub varsity	45.93
Playdown - Quarter-final	78.23
Semi-final	85.71
Finals	94.08

If only one official is used the cost for that official is equal to 1 ½ times regular fee.

8.5.H BOYS BASKETBALL -- Connecticut State Board of Approved Basketball Officials

Contact Person: Hank Luzzi  
434 Thompson Avenue  
East Haven, CT 06512

CIAC Contact Person: Joseph Tonelli  
Notre Dame High School  
24 Ricardo Road  
West Haven, CT 06516

<u>Fee Schedule -- All Classifications</u>	<u>2004-2005</u>
Varsity	\$ 74.88
Sub varsity	48.53
Playdown - Qualifying - Quarter-final	82.32
Semi-final	89.63
Final	104.75
Alternate	80.13

If three man crew is used each official receives a regular fee. If only one official is used the cost for that official is equal to 1 ½ times regular fee.

**8.5.I GIRLS BASKETBALL -- Connecticut Board of Certified Basketball Officials**

Contact Person: David Grossman  
158 Matchaugh Drive  
Meriden, CT 06450

CIAC Contact Person: Joseph Tonelli  
Notre Dame High School  
24 Ricardo Road  
West Haven, CT 06516

<u>Fee Schedule - All Classification</u>	<u>2004-2005</u>
Varsity	\$ 74.88
Sub varsity	48.53
Playdown - Qualifying - Quarter-final	82.32
Semi-final	89.63
Final	104.75
Alternate	80.13

If three man crew is used each official receives a regular fee. If only one official is used the cost for that official is equal to 1 ½ times regular fee.

**8.5.J. FIELD HOCKEY -- Connecticut Field Hockey Association Officials Board**

Contact Person: Mary Michailidis  
147 Woodridge Drive South  
Stamford, CT 06902

CIAC Contact Person: Paula Fitzgerald  
Westbrook High School  
156 McVeagh Road  
Westbrook, CT 06498

<u>Fee Schedule - All Classifications</u>	<u>2004-2005</u>
Varsity	\$ 68.18
Sub varsity	44.30
Playdown - Quarter-final	75.58
Semi-final	83.28
Final	91.84
Alternate	71.10

If only one official is used the cost for that official is equal to 1 ½ times regular fee.

8.5.K FOOTBALL -- Connecticut Football Officials Association

Contact Person: Bill Riccio
182 Park Street
West Haven, CT 06516

CIAC Contact Person: Joseph Tonelli
Notre Dame High School
24 Ricardo Street
West Haven, CT 06516

Fee Schedule -- All Classifications 2004-2005

Table with 2 columns: Classification and Fee. Rows include Varsity (\$72.68), Sub varsity (47.24), Clock Operator (49.26), Thanksgiving Day and Post Season (108.96), Clock Operator Thanksgiving Day & Post Season (69.56), and Chain Crew Playoffs (24.61).

If only two officials were hired, two work a sub varsity game, the fee will be 1.33 times the sub varsity fee. The fee when only two of three officials hired show to work a sub varsity game will be the regular sub varsity fee.

8.5.L GIRLS GYMNASTICS -- Connecticut Girls Gymnastics Association - N.A.W.G.J.

Contact Person: Rosemary Carlucci, Mikki Geenty
3064 High Ridge Road, 25 Cedarcroft Drive
Stamford, CT 06903, Madison, CT 06443

CIAC Contact Person: Nick Zeoli
421 Birch Road, Hubbardton
Brandon, VT 05733

Meet Definition and Number of Competitors

- Dual Meet: Two (2) varsity or junior varsity teams, six (6) competitors per team, 12 per event.
Tri Meet: Three (3) varsity or junior varsity teams, six (6) competitors per team, 18 per event.
Quad Meet: Four (4) varsity or junior varsity teams, six (6) competitors per team, 24 per event.
League: Fee based on maximum of six (6) teams, five (5) competitors per team, per event.

Fee Schedule 2004-2005

Table with 3 columns: Classification, Quantity, and Fee. Rows include Varsity Dual (1-3) and Varsity Tri (1-3).

<u>Girls Gymnastics - Fee Schedule</u>		<u>2004-2005</u>
Varsity Quad League	1	\$ 97.26
	2	92.74
	3	87.66
Sub varsity	1	\$ 57.71
	2	54.12
	3	51.01

(1 to 6 athletes) \$3.50 / judge / 4 event athlete or combination of athletes.  
 (Greater than 6 athletes) Full sub varsity fee

Divisional and State	1	\$ 111.22
	2	104.97
	3	96.58

Team of One -- \$10.00 per individual athlete representing a team of one, i.e. \$5.00 per official per individual athlete. Maximum fee \$10.00 per contest.

Fees for dual, tri, quad and sub varsity meets are for two judges per meet. If there are four judges at a tri meet or quad meet, judging one event each, the pay is dual meet fee. State / Divisional meets are based on eight (8) judges, two per event, and one meet referee.

Note: Due to a severe shortage of gymnastics officials, schools are directed to pay the following:

1. One judge working a dual meet - pay 1.5 times dual meet fee.
2. One judge working a tri meet - pay 1.5 times tri meet fee.

**8.5.M ICE HOCKEY -- Connecticut Chapter of National Ice Hockey Officials Association**

Contact Person: Sean Donohue  
 184 C Cosey Beach Road  
 East Haven, CT 06512

CIAC Contact Person: Jerome Auclair  
 Darien High School  
 80 High School Lane  
 Darien, CT 06820

<u>Fee Schedule - All Classifications</u>	<u>2004-2005</u>
Varsity	\$ 78.18
Sub varsity	50.80
Playdown - Quarter-final - Semi-final	93.55
Final	105.86
Alternate - Semi-final	71.42
Alternate - Final	81.24

If only one official is used the cost for that official is equal to 1 ½ times regular fee.

**8.5.N LACROSSE -- Connecticut Lacrosse Officials Association**

Contact Person: David Leete  
601 Silver Street  
Coventry, CT 06238

CIAC Contact Person: Robert Caouette  
Naugatuck High School  
543 Rubber Avenue  
Naugatuck, CT 06770

<u>Fee Schedule - All Classifications</u>	<u>2004-2005</u>
Varsity	\$ 74.88
Sub varsity	48.53
Preliminary - Playdown - Quarter-final	82.32
Semi-final	89.63
Final	104.75
Alternate	80.13

If three man crew is used, each official receives regular fee. If only one official is used the cost for that official is equal to 1 ½ times regular fee.

**8.5.O SOFTBALL -- Connecticut Amateur Softball Association**

Contact Person: Edward Schullery  
9 Botsford Road  
Kent, CT 06757

CIAC Contact Person: Pam Goodpaster  
Joel Barlow High School  
100 Black Rock Turnpike  
Redding, CT 06896

<u>Fee Schedule - All Classifications</u>	<u>2004-2005</u>
Varsity	\$ 65.18
Sub varsity	43.34
Playdown - Quarter-final	74.66
Semi-final	79.53
Finals	87.89

If only one official is used the cost for that official is equal to 1 ½ times regular fee.

8.5.P SOCCER -- Connecticut Soccer Officials Association

Contact Person:	Boys -- Joseph Delbuono 7 Cliff Street Wolcott, CT 06716	Girls -- Wilfred Duchesneau 47 West Wood Drive Vernon, CT 06066
-----------------	--	---

CIAC Contact Person:

<u>Fee Schedule - All Classifications</u>	<u>2004-2005</u>
Varsity	\$ 71.68
Sub varsity	46.59
Playdown - Quarter-final	79.53
Semi-final	86.81
Final	95.20
Final - Alternate	71.95
League Championship Game Fees - Non-final	79.53
Final	86.81

If only one official is used the cost for that official is equal to 1 ½ times regular fee.

8.5.Q SWIMMING -- Connecticut Swimming Officials Association

Contact Person:	George Ford 445 Tahmore Drive Fairfield, CT 06825
-----------------	---

CIAC Contact Person:	Joseph Tonelli Notre Dame High School 24 Ricardo Road West Haven, CT 06516
----------------------	---

<u>Fee Schedule - All Classifications</u>	<u>2004-2005</u>
Varsity or JV Dual	
Referee	\$ 62.00
Judge	54.30
Double Dual (3 teams) (3 officials) (one heat per event)	
Team A vs Team B -- Referee	\$ 81.25
Team A vs Team C - Judge	69.65
Tri-Meet (3 teams) (3 officials) (one heat per event) (Same as Double Dual)	
Team A vs Team B	
Team A vs Team C	
Team B vs Team C	
Class Trials (each)	
Referee	\$ 101.00
Starter	88.00
Judges	78.50

Swimming -- Fee Schedule

Diving (Class & Open) -- Referee	-- 0-22	\$ 90.00	(# of divers)
	23-30		95.00
	Over 30		99.00
	Judges	-- 0-22	\$ 68.00 (# of divers)
		23-30	70.75
		Over 30	75.00
Class Finals -- Referee		\$ 97.00	
	Starter	77.00	
	Judges	64.00	
State Open -- Referee		\$ 97.00	
	Starter	77.00	
	Judges	64.00	
Seed Referee		\$ 100.00	

Additional 1/3 when diving is at another location on same day.  
 Additional 1/2 when diving is on another day.

If for some reason meets cannot be completed (except for diving) after once being started, officials will be entitled to new full fees for the additional time spent officiating on future days.

**8.5.R VOLLEYBALL -- Connecticut Volleyball Officials Association**

Contact Person: Barbara Startup  
 440 Dennison Ridge Drive  
 Manchester, CT 06040

CIAC Contact Person: Walter Zalaski  
 Simsbury High School  
 34 Farms Village Road  
 Simsbury, CT 06070

<u>Fee Schedule -- All Classifications</u>		<u>2004-2005</u>	
Varsity only	-- Referee	\$ 61.68	
	Umpire		55.68
	One Official	89.52	
JV & Varsity	-- Referee	\$ 101.75	
	Umpire		91.85
	One Official	147.68	
JV only	-- Referee	\$ 40.07	
	Umpire		36.17
	One Official	58.16	

Playoff Fees

Playdown through Quarter-finals - Referee	\$ 69.03
Umpire	61.53
Linesperson	54.53
Semi-finals - Referee	\$ 75.03
Umpire	67.53
Linesperson	54.53

Volleyball - Fee Schedule

Finals	- Referee	\$ 84.55
	Umpire	84.55
	Linesperson	55.55

**8.5.S WRESTLING -- Connecticut Wrestling Officials Association**

Contact Person: Bob Woods  
16 Inch Cliffe Drive  
Gales Ferry, CT 06335

CIAC Contact Person: Pam Goodpaster  
Joel Barlow High School  
100 Black Rock Turnpike  
Redding, CT 06875

Fee Schedule - All Classifications 2004-2005

Varsity (1-13 matches)	\$ 71.68
Sub varsity (6-13 matches) (5 or less bouts - \$3.50 per bout)	46.58

State Class Tournament (per 13 matches worked) \$ 73.98  
Sectional - Class Championships

Open Tournament (per 13 matches worked) \$ 77.57

**8.5.T LEAGUE CHAMPIONSHIP GAME FEES**

Member schools must pay the following fees for league championship games:

- a. Non-final league championship game -- quarter-final CIAC tournament fee for that sport
- b. Final league championship game -- semi-final CIAC tournament fee for that sport.

**8.6 CIAC OFFICIALS MISSING CONTESTS RESOLUTION**

1. School complaints resulting from officials missing contests must first come before the local officials board to determine the validity of the complaint.
2. Only cases which result in the cancellation of contests will be acted upon. If contests are not canceled, but rather played through alternate arrangements, the matter will not be forwarded to the respective officials' organization for resolution.
3. Only cases which result from CIAC-sponsored activities at any high school level will be heard.
4. When a complaint is heard by the state officials' association and the official in question is found to be at fault and caused the cancellation of a contest, the maximum financial penalty will not be greater than the fee that would have been paid to the guilty party(s).
5. All cases that cannot be resolved by the state officials' association will be referred to the CIAC officials committee, whose responsibility it will be to meet with the school and official(s) in question along with the state officials' board, and negotiate an agreement.



## 8.7 SAMPLE AGREEMENT OF OFFICIALS CONTRACT

**AGREEMENT**

Between the (Officials Board)  
and  
C.A.S. / C.I.A.C.

It is agreed by and between the CIAC and the (Name of Officials Board) that the following provisions will be in effect for the three (3) year period beginning July 1, 20\_\_ and ending June 30, 20\_\_.

A. Game Conditions

Every effort will be made to adhere to the following:

1. Established Starting Times -- Both teams will assume the responsibility to adhere to the agreed-upon starting times.
2. Postponements -- If a school official is unable to reach the assigned official by phone a minimum of two (2) hours before game time, the school should contact the Commissioner assigning the official, or the individual designated to fulfill this responsibility, and notify that person of the cancellation. If this is done, the school's obligation to notify officials will be fulfilled. Failure to do so will require full payment of the game fee.

If a game begins and is discontinued for any reason, the officials shall receive the full fee.

(Postponements -- For Soccer and Baseball Only):

Weather or Emergency Related -- If a school official is unable to reach the assigned official by phone a minimum of two hours before a game time, the school should contact the Commissioner assigning the official, or the individual designated to fulfill this responsibility and notify that person of the cancellation. If this is done, the school's obligation to notify officials will be fulfilled. Failure to do so will require full payment of the game fee.

Non-Emergency Related -- Games canceled for non-emergency related reasons must be done 24 hours in advance of the scheduled game time. The school should contact the Commissioner assigning the official or the individual designated to fulfill this responsibility and notify that person of the cancellation. If this is done, the school's obligation to notify officials will be fulfilled. Failure to do so will require full payment of the game fee.

3. Game Control -- Coaches and officials, by the nature of their positions, have great influence over the control of the game. They must exert this influence on the game in a positive manner by showing complete respect for each other at all times.
4. Private Dressing Facilities -- The home team shall provide private dressing facilities for those officials who are working the game or games. A school official will be responsible for keeping all other individuals out of these private dressing facilities.
5. Playing Facilities -- School officials should ascertain that the field of play and appurtenances shall be according to standard regulations. No conditions shall be permitted which restrict the performance or safety of the player or official.

B. Assignment Commitments and Procedures

The (Name of Officials Board) will service equally all CIAC member schools by providing officials, clinics, etc. whenever possible.

C. Fee Schedule -- All Classifications

1. Fee structure will be based on the average teacher salary increase as published by the Connecticut Association of Board of Education (CABE) for the year prior to the effective year of the contract.
2. See Fee Schedule attached hereto and a part hereof.

D. Commissioner's Fees

The aforementioned fees have been established to include CIAC member schools' financial responsibility for Commissioners' fees. Hence, no league or member school will be responsible for the payment of fees for Commissioners.

E. Travel and Meals

No travel or meal allowance will be paid for regular season and tournament games.

F. Publicity

Responsibility for publicity is to be assumed by the CIAC Officials Committee. Agreed-upon game conditions, fee schedule and tournament fee schedule are to be printed in the CIAC Handbook.

G. Protection for Official

The host school will provide sufficient protection for game officials both on and off the field and in the parking lots.

H. Grievance Procedures

A grievance related to any condition of this agreement shall be resolved between the official and the school and, if necessary, be referred to the CIAC Officials Committee.

I. Reserved Parking

The host school will provide reserved parking for all officials.

J. Recognition Standards

The aforementioned officials association will show evidence to the CIAC Board of Control, through its Officials Committee, of full compliance with CIAC recognition standards. Full compliance must be met by sports officials associations by the first practice date of their respective sports season.

K. National Federation Rules will govern all play.

Fee Schedule -- All Classifications (See Section 8.5, pages 5 through 12 of this Handbook)

(Signatures)

**8.8 SCRIMMAGE FEES - CIAC POSITION**

It is the policy of the Connecticut Interscholastic Athletic Conference that schools are under no obligation to pay officials for scrimmages worked, nor are officials under any obligation to work scrimmages.

The CIAC advises schools that they may offer a reasonable stipend to help reimburse them for travel expenses to the scrimmage sites. However, such stipends should not be used to compete for the services of officials. Historically, these arrangements have been worked out to the mutual satisfaction of both schools and officials.

**8.9 CIAC SPORTS COMMITTEE CHAIRPERSON RESPONSIBILITIES - FINANCES**

Proper and consistently uniform methods of income and expense accounting are required in order to insure accurate budget preparation for the following year and to satisfy standard audit requirements. For these reasons, the following is requested of all chairpersons of sports committees:

1. Have complete knowledge of all tournament receipts and expenses; approve all receipts and expenses; keep the committee fully informed.
2. Send all bills to the Assistant Executive Director of CIAC for approval.
3. Send ALL INCOME RECEIVED to the Executive Director. This will be deposited and credited to the activity involved. Cash income is NOT to be used to pay expenses at the site. When sending bills or income to the Executive Director, please make certain that the account number is clearly indicated in every instance. (See list of account numbers Section 8.0 -- 8.1, page 1) In addition please use the proper forms for itemizing income and expenses. All expenses incurred in the operation of CIAC activities -- including tournament personnel -- will be paid through the CIAC central office. No cash disbursements are allowed.

If all chairpersons will follow this procedure, it will eliminate questions by the auditor, will eliminate some of the guesswork necessary when arriving at a sum of money to put into the budget for the various activities, and will present a clear picture of the costs of operation for all individual activities.

CIAC will pay traveling expenses by car at the rate of 25 center per mile round trip. CIAC will pay up to a maximum of \$14 for dinner.

**8.10 CIAC TICKET PRICES FOR 2004-2005 -- Effective July 1, 2003**

- \$3.00 -- All games and pre-sale -- Children ten (10) and under
- \$5.00 -- Senior Citizen tickets for all CIAC contests
- \$5.00 -- All tickets -- pre-sale -- quarter-finals, semi-finals and finals
- \$7.00 -- All tickets -- at site -- quarter-finals, semi-finals and final games

8.11 TOURNAMENT WORKERS FEES

8.11.A BOYS BASKETBALL TOURNAMENT

Site Director .....	\$66.25 Single Game
	91.57 Doubleheader
	97.58 Finals
Ticket Seller .....	26.50
Ticket Taker .....	26.50
Supervisor .....	33.75
Timer .....	28.90
Scorekeeper .....	28.90
Custodian .....	Per Contract
Police .....	Per Contract
Locker Room .....	26.50

1 ½ times for Doubleheaders

8.11.B BASEBALL TOURNAMENT

Site Director .....	\$38.55 Single Game
	59.03 Doubleheader
	59.03 Finals
Ticket Seller .....	26.50
Ticket Taker .....	26.50
Scorer .....	28.90

8.11.C CROSS COUNTRY -- BOYS AND GIRLS

Meet Director .....	\$197.59 Sectional / Class / Open
Scorer .....	66.25/ea.
Assistant Scorer (two roles at separate fee) .....	26.50/ea.
Typist .....	26.50/ea.
Clerk .....	26.50/ea.
Inspector .....	9.64/ea.
Chute .....	26.50/ea.
Team Scorer .....	26.50/ea.
Recorder .....	26.50/ea.
Card Distributor .....	13.27/ea.
Judge .....	33.75/ea.

8.11.D FOOTBALL TOURNAMENT

Site Director .....	\$165.05
Ticket Seller .....	26.50
Ticket Taker .....	26.50
Doctor .....	131.30
Ambulance .....	Per Contract
Police .....	Per Contract
Custodian .....	Per Contract
Locker Room Attendant .....	26.50
P.A. Announcer .....	26.50
Supervisor .....	33.75
Ball Boy .....	7.24

8.11.E GOLF TOURNAMENT -- BOYS AND GIRLS

Site Director .....	\$103.00
Official Scorer .....	41.50

8.11.F ICE HOCKEY TOURNAMENT

Site Director .....	\$53.02
	79.52 Finals
Ticket Taker .....	26.50
Ticket Seller .....	26.50
Goal Judge .....	26.50
Clock Operator .....	28.90
Scorer .....	28.90
Police .....	Per Contract
Custodian .....	Per Contract
EMT .....	28.90
Supervisor .....	31.93

8.11.G LACROSSE -- BOYS AND GIRLS

Site Director .....	\$39.76
	59.03 Doubleheader
	59.03 Finals
Ticket Seller .....	26.50
Ticket Taker .....	26.50
Custodian .....	Per Contract
Police .....	Per Contract

8.11.H SOCCER -- BOYS AND GIRLS

Site Director .....	\$39.76 Single Game
	59.03 Doubleheader
	59.03 Finals
Ticket Seller .....	26.50
Ticket Taker .....	26.50
Scorer/Timer .....	26.50
Ball Boys (2) .....	7.24/ea.
Announcer .....	26.50 - Finals Only

8.11.I SWIMMING -- BOYS AND GIRLS

Meet Director .....	\$91.56 Single Game
	112.06 Class Meets
	112.06 Open Meets
Printing .....	131.33
Medical Coverage .....	90.36
Timer Operator .....	216.86
Ticket Seller .....	26.50/ea.
Ticket Taker .....	26.50/ea.
Table Function .....	39.76/meet
Scorer (1) .....	28.90/ Divisionals
Scorer (1) .....	39.70/ Open
Locker Room Supervisor .....	104.82 Maximum
Site Director .....	*
Police .....	Per Contract
EMT .....	90.36

\* Meet directors should always attempt to use their own facility and assume the role of Site Director for a single fee. In the event a different facility must be used and a Site Director from that school is required then the single fee will be escalated 1 ½ times and split equally between the meet and site director.

8.11.J BOYS TENNIS TOURNAMENT

Site Director .....	\$365.00 Class & Open
Umpire .....	102.40 Class & Open
Assistant Director - Class & Open	100.00

8.11.K INDOOR TRACK -- BOYS AND GIRLS

Meet Director .....	\$165.05 Sectionals / Class / Open
Chief Judge .....	33.75
Head Timer .....	33.75
Starter .....	45.80
Referee .....	45.80
Assistant Starter .....	33.75
Clerk of Course .....	45.80
Head Field Judge .....	33.75
Scorer / Announcer .....	45.80
Writer .....	33.75
Head Judge - Shot .....	26.50
Assistant Judge - Shot .....	20.48
Helper .....	7.24
Head Judge High Jump .....	26.50
Assistant Judge - High Jump .....	20.48
Helper .....	7.24
Head Judge - Long Jump .....	26.50
Assistant Judge - Long Jump .....	20.48
Helper .....	7.24
Head Judge - Pole Vault .....	26.50
Assistant Judge - Pole Vault .....	20.48
Helper .....	7.24
Ticket Seller (2) .....	26.50
Ticket Taker (2) .....	26.50

Indoor Track -- Boys and Girls

Security Person .....	45.80
Typist .....	26.50
Timer .....	20.48
Inspectors (2) .....	20.48
Judges .....	20.48
Site Director .....	*

\* Meet directors should always attempt to use their own facility and assume the role of site director for a single fee. In the event a different facility must be used and a site director from that school is required then the single fee will be escalated to 1 ½ times and split equally between the meet and site director.

**8.11.L OUTDOOR TRACK -- BOYS AND GIRLS**

Meet Director .....	\$197.59 Sectionals
	230.11 Class Championship
	262.64 State Open
	240.35 Decathlon/Hammer Throw
	/Steeplechase/Heptathlon
Site Directors (Assistant Meet Directors) .....	93.97 Only hired when approved
	by Track Committee
Starter .....	45.80 Excluding Sectional Meet
Referee .....	45.80 at Sectional Meet Starter/
	Referee - \$45.80
Assistant Starter .....	33.75
	45.80 Championships
Chief Inspector .....	33.75
Head Field Judge .....	33.75
	(Sectional Meet - \$32.76 but must work at least one event)
Clerk of Course - Open .....	45.80
Clerk of Course - Divisional Championships .....	26.50 Sectional
Head Timer .....	33.75
	26.50 Sectional
Chief Finish Judge .....	33.75
	26.50 Sectional
Scorers .....	45.80
	33.75 Sectional
Timers .....	26.50
	20.48 Sec - Timer/Judge
Judges .....	26.50
Pole Vault Judge .....	26.50
Assistant Pole Vault Judge .....	20.48
1 Chief Judge - Shot Put .....	26.50
1 Assistant - Shot Put .....	20.48
1 Helper .....	7.24
1 Chief Judge - Discus .....	26.50
2 Assistants - Discus .....	20.48/ea.
1 Helper .....	7.24
2 Chief Judges - Javelin .....	26.50/ea.
2 Assistants - Javelin .....	20.48/ea.
1 Helper .....	7.24
1 Chief Judge - Long Jump .....	26.50
1 Assistant - Long Jump .....	20.48
1 Helper .....	7.24
1 Chief Judge - Triple Jump .....	26.50

Outdoor Track -- Boys and Girls

2 Assistants - Triple Jump .....	20.48/ea.
1 Helper .....	7.24
1 Chief Judge - High Jump .....	26.50
1 Helper .....	7.24
Ticket Taker .....	26.50
Ticket Seller .....	26.50
Inspectors .....	20.48
General Assistants (Helpers) .....	7.24

**8.11.M WRESTLING TOURNAMENT**

Meet Director .....	\$ 262.64 Class
	165.05 Open
Ticket Seller .....	26.50 /Session
Ticket Taker .....	26.50 /Session
Police .....	**
Doctor .....	**
Custodians .....	**
Announcer .....	26.50 / Session
Statistician .....	26.50 /Session
Supervision .....	33.75 /Session
Locker Room .....	45.80 /Session
Scorers, Timers .....	* 15.66
Trainer or EMT .....	42.17 /Session

- \* Friday -- \$15.66 / One session only
- Saturday -- \$15.66 / per session / Two sessions only

\*\* Use discretion as to minimum needs.

Each wrestling championship meet will consist of three sessions. The maximum of \$3,000 will be allowed to run each meet. The fees listed are to be paid for each position. The cost of police, custodians and doctor must be such that the \$3,000 is not exceeded.

**8.11.N GIRLS BASKETBALL TOURNAMENT**

Site Director .....	\$ 66.25 Single
	91.57 Doubleheader
	97.58 Finals
Scorer .....	28.90
Timer .....	28.90
Ticket Seller .....	26.50
Ticket Taker .....	26.50
Supervisor .....	33.75
Locker Room .....	26.50
Custodian .....	Per Contract
Police .....	Per Contract



**8.11.O FIELD HOCKEY TOURNAMENT**

Site Director .....	\$39.76 Single
	59.03 Doubleheader
	59.03 Finals
Ticket Seller/Taker .....	26.50
Ticket Seller - Finals .....	26.50
Ticket Taker - Finals .....	26.50

**8.11.P GIRLS SOFTBALL TOURNAMENT**

Site Director .....	\$ 39.76 Single
	59.03 Doubleheaders
	59.03 Finals
Ticket Seller .....	26.50
Ticket Taker .....	26.50
Scorer .....	26.50

**8.11.Q GIRLS GYMNASTICS TOURNAMENT**

Site Director .....	\$ 197.59
Meet Director .....	165.00
Scorer .....	26.50
Announcer .....	26.50
Ticket Seller .....	26.50
Ticket Taker .....	26.50
Locker Room Supervisor .....	26.50
Supervisor .....	33.75
Custodian .....	Per Contract

**8.11.R GIRLS TENNIS TOURNAMENT**

Site Director .....	\$ 30.12 Class
Meet Director .....	120.47 Open/Individual

**8.11.S VOLLEYBALL TOURNAMENT**

Site Director .....	\$39.76 Single
	59.03 Doubleheader
	59.03 Finals
Ticket Seller .....	26.50
Ticket Taker .....	26.50
Scorer .....	26.50
Supervisor .....	33.75 if needed
Custodian .....	Per Contract
Clock Operator .....	26.50
Locker Room Supervisor .....	26.50

**8.12 TV VIDEOTAPE AND BROADCAST POLICIES**

See Appendix N and Appendix O

## 9.0 MIDDLE LEVEL ATHLETIC GUIDELINES

	Page
9.1 Introduction .....	1
A. Basic Principles and Procedures .....	1, 2
B. Recommended Administrative Practices .....	2
9.2 General Eligibility Standards for Interscholastic Athletics .....	3
9.3 Medical Services and Equipment at Athletic Contests .....	3
9.4 Recommendations for Specific Sports Middle Level .....	4
A. Baseball Middle Level .....	4
B. Basketball Middle Level .....	4
C. Cross Country Middle Level .....	5
D. Field Hockey Middle Level .....	5
E. Football Middle Level .....	5, 6
F. Gymnastics Middle Level .....	6
G. Ice Hockey Middle Level .....	6
H. Soccer Middle Level .....	7
I. Softball Middle Level .....	7
J. Swimming Middle Level .....	7
K. Tennis Middle Level .....	8
L. Track and Field Middle Level .....	8
M. Volleyball Middle Level .....	9
N. Wrestling Middle Level .....	9
9.5 Middle Level School Season and Game Limitations .....	10

## GUIDELINES FOR CONNECTICUT MIDDLE LEVEL SCHOOL INTERSCHOLASTIC ATHLETICS

These guidelines were first approved by the Board of Directors of the Connecticut Association of Secondary Schools, Inc., on January 5, 1961, and by the Legislative Body on April 20, 1961. A revised edition was approved by the Board of Directors on March 13, 1969, the Spring of 1975, the Spring of 1983 and the Spring of 1988.

Credit must be given to the New York State bulletins on athletics, the American Association for Health, Physical Education, and Recreation Sports Library Series and the CIAC publications.

### 9.1 INTRODUCTION

Three important factors have prompted the Middle Level Schools Board of Control to be concerned with middle level school interscholastic athletics. Regional practices vary considerably in our towns and cities. There are growing demands for student participation in athletics. These demands are well intentioned but still are often at variance with wise measures for protection of the adolescent participant in a total educational environment.

The Board of Control is not an enforcement agency; rather the Board of Control should be reviewed as a resource group equipped to advise the middle level school principals. It is assumed that, for many different reasons, principals will find its suggestions helpful.

This revision of the guidelines represents a consensus of middle level school principals. The process involved local conferences of principals with their physical education staffs, as well as discussion of the first draft of this revision at a statewide CAS meeting.

It is the hope of the Middle Level Schools Board of Control that these guidelines will be helpful to each principal as he/she develops, with his/her staff, policies related to interscholastic athletics for his/her school district. Enforcement of local regulations and policies is the responsibility of each school principal acting in the best interests of the students in his/her school.

#### 9.1.a. BASIC PRINCIPLES OF PROCEDURES

Each middle level school should recognize that interscholastic athletic activities are an outgrowth of a strong, well-developed intramural program. The elements of competition and winning, although they exist, should be controlled to the point that they do not determine the nature of the program.

Participation in athletics, both as a player and as a spectator, is a significant component of the educational experience and should contribute positively to the knowledge, skills and emotional patterns that students possess, thereby enabling them to become better persons and citizens.

The guidelines should not be construed as encouraging wider emphasis on interscholastic competition, but rather to improve and bring an acceptable uniformity to all already existing situations. **THE MIDDLE LEVEL SCHOOL INTERSCHOLASTIC ATHLETIC PROGRAM SHOULD BE CONCERNED PRIMARILY WITH THE WELFARE AND PROTECTION OF THE STUDENTS IN THEIR COMPETITION. EVERY SAFEGUARD SHOULD BE TAKEN WHICH WILL PREVENT EXCESSIVE PARTICIPATION.**

The schools, more than any other agency, are prepared to conduct a desirable athletic program for youngsters. Sound, intelligent leadership and enforcement of policies is the responsibility of the school principal.

Principals can and should provide leadership in encouraging local boards of education and recreation officials to work cooperatively to coordinate athletic programs and rules governing participation.

Every effort should be made to develop programs which provide for students of all skill levels maximum opportunities for participation in a sports activity.

9.1.b. **RECOMMENDED ADMINISTRATIVE PRACTICES (MIDDLE LEVEL)**

1.
  - a. Secure written parental permission for participation in each sport.
  - b. Recommend medical examinations of all participants.
  - c. Employ qualified personnel to conduct the program.
  - d. Provide adequate facilities and equipment.
  - e. Secure financial support by the board of education for athletic programs. Admission fees to games are not recommended.
  - f. Employ qualified officials.
  - g. Use age, weight, and physical maturity as well as grade and ability to establish the place of the individual in the group so that competition is provided on as equal a basis as possible.
  - h. Require proper equipment for safety.
  - i. Require that all participants are adequately covered by appropriate insurance.
  - j. Play games in the afternoon only.
  - k. Limit the publicity.
  - l. Present trophies and awards on a limited and modest scale only.
  - m. Do not encourage participation in jamborees, playoffs, or tournaments.
  - n. Limit trip length in order to minimize loss of school time.
  - o. Use fully-insured conveyance for transportation.
  - p. Restrict the practice sessions to appropriate time length.
  - q. Schedule interscholastic competition between schools of comparable size.
  - r. End all inter-school competition two full weeks before the last day of school.
  - s. No Sunday games or practices.
  - t. Avoid scheduling practices and games during vacation periods.
  - u. Provide for necessary exceptions to recommended practices and guidelines at a meeting of principals.

2. The maximum number of contests recommended in each sport and the recommended season for the sport is listed below.

-- FALL --		-- WINTER --		-- SPRING --	
Cross Country	10	Basketball	12	Baseball	12
Field Hockey	10	Gymnastics	10	Softball	12
Football	6	Ice Hockey	12	Tennis	10
Soccer	10	Swimming	10	Track	10
Volleyball	10	Wrestling	10		

3. It is recommended that there be three sports seasons. The three sports seasons are felt to be essential in order that schools will promote participation in a more varied sports program. Suggested seasons are:

Fall	--	September 1 - November 15
Winter	--	November 15 - March 15
Spring	--	March 15 - June 15

4. Care should be exercised that participants of middle level school age are not permitted to participate in an unduly heavy schedule of interscholastic or game competition and/or play days or sports days. Participants **MAY NOT BE MEMBERS OF TWO ATHLETIC TEAMS IN A SCHOOL AT THE SAME TIME.**

9.2 GENERAL ELIGIBILITY STANDARDS FOR INTERSCHOLASTIC ATHLETES (MIDDLE LEVEL)

1. Any member of the student body is eligible to participate in interscholastic athletics.
2. Students should meet the scholastic requirements of their own school in order to participate in interscholastic athletics.
3. Competitors should meet the requirement of good citizenship through the school.
4. Contestants playing on any middle level school team should not play with an outside team in the same sport after participating in the first interscholastic game in that season.
5. Girls may participate on boys teams. Girls may participate on either a girls team or a boys team in the same sport, but not oth, within a team period of one school year. However, a member school has discretion to exclude girls from boys teams when it can demonstrate that its overall sports program does not limit athletic opportunities for girls.

Boys may not participate on girls teams.

6. The pupil shall not have reached his/her sixteenth (16th) birthday, except that a player who reaches his/her sixteenth (16th) birthday on or after July 1, shall be eligible to compete during the ensuing school year if he/she is otherwise eligible.

9.3 MEDICAL SERVICES AND EQUIPMENT AT ATHLETIC CONTESTS (MIDDLE LEVEL)

The provision of medical services and equipment at athletic contests during the regular season is the responsibility of the local school district.

While the CIAC accepts no jurisdiction in this matter, all member schools are strongly encouraged to adhere to the "Guidelines for Program Developemtn in Sports Medicine," published by the Connecticut State Department of Education, August 1981.

**Physical Examinations for Student Athletes -- Position Statement**

The matter of physical examinations for athletes is one of growing concern. Every athlete who participates in any practice and/or contest must be determined physically fit through a pre-participating evaluation performed annually in accordance with reasonable and prudent written medical protocol as determined by his/her board of education or governing body.

The Middle Level Schools Board of Control directs the attention of all member school principals and athletic directors, and through them their superintendents of schools and local boards of education, to the "Guidelines for Program Development in Sports Medicine," published by the State Department of Education in conjunction with the Connecticut State Department of Children and Youth Services and the Connecticut State Department of Health Services, August, 1981 (q.v.). (This publication is currently being revised in 1991.)

The Middle Level Schools Board of Control strongly encourages local boards of education, with whom the ultimate responsibility for the safety and well-being of student athletes rests, to plan and implement a sports medicine program if one does not already exist in the school system. The Board of Control recommends as a reference the above-mentioned publication in the planning of such a program.

**9.4 RECOMMENDATIONS FOR SPECIFIC SPORTS**

Since principals are responsible for all activities related to their school, each principal is strongly encouraged to review this document with coaches assigned to his/her school and with the athletic director. Each school should use the CIAC accepted game rules as a basic model for the various sports. Suggested modifications to these rules are included in the following paragraphs.

Any rule modifications should be agreed to by coaches and officials prior to the game. No rule modifications should be made regarding safety equipment

**9.4.a. BASEBALL (MIDDLE LEVEL)**Season, Practices and Games

1. Organized practice sessions may not start prior to the spring sports season (March 15).
2. At least twelve (12) sessions over a three week period must have elapsed after the first practice before interscholastic competition may begin.
3. The maximum number of games recommended is twelve (12).
4. No more than two (2) games per week s hould be scheduled.

Equipment

1. Catchers shall wear full protective equipment, including cup and throat protector.
2. Batters and base runner shall wear protective headgear.

Suggested Modifications in Game Rules

1. Length of games shall be seven (7) innings.
2. A pitcher may pitch no more than seven (7) full innings in any calendar week.
3. Free substitution, as agreed upon by league members, is encouraged.

**9.4.b. BASKETBALL (MIDDLE LEVEL)**Season, Practices and Games

1. Organized practice sessions may not start prior to the winter sports season (November 15).
2. At least twelve (12) practice sessions over a three week period must be conducted before interscholastic competition may begin.
3. No more than two (2) games may be played per week.
4. The maximum number of games recommended is twelve (12).

Suggested Modifications in Game Rules

1. Length of quarters in games shall be eight (8) minutes.
2. In the case of a tie score at the end of regulation play, the first overtime period shall be three (3) minutes in length. If the score remains tied, a "sudden death" period will be played.

**9.4.c. CROSS COUNTRY (MIDDLE LEVEL)**Season, Practices and Meets

1. Organized practicesessions may not start prior to the first day of school.
2. At least twelve (12) practice sessions over a three week period must be conducted before the first interscholastic meet.
3. Meets should not be scheduled at more than two (2) per week.
4. The maximum number of meets recommended is ten (10).

Suggested Modifications in Meet Rules

1. As many participants as can safely compete should be encouraged to enter.
2. Only the first five (5) finishers for each team will count toward the score.

Distance

Course distance should not exceed two (2) miles.

**9.4.d. FIELD HOCKEY (MIDDLE LEVEL)**Season, Practices and Games

1. Organized practice sessions may not start prior to the first day of school.
2. At least twelve (12) practice sessions over a three week period must be conducted before interscholastic competition may begin.
3. The maximum number of games recommended is ten (10).
4. No more than two (2) games per week should be scheduled.

Equipment

1. All equipment must fit properly and be of good quality.
2. All types of protectiv devices should be employed.
3. Teeth and face protection are essential.

Suggested Modifications in Game Rules

1. Guidelines for expanded substitution should be agreed upon by league members prior to season.
2. Games may be played in four (4) quarters of fifteen (15) minutes each or in halves not to exceed thirty (30) minutes each.

**9.4.e. FOOTBALL (MIDDLE LEVEL)**Season, Practices and Games

1. Organized practice sessions may not start prior to the first day of school.
2. Conditioning -- a) Football physical conditioning practice must be conducted for at least five (5) sessions prior to contact practice; b) No pads or protective equipment other than a helmet may be worn, and no contact will be permitted; c) Only one session per day on each of the days selected is permitted. Each session is not to exceed two hours; d) Footballs are not to be used during these conditioning sessions; 3) Teams may start practice with pads and contact provided the minimum number of conditioning sessions have been held; f) A coach must be present at all practice sessions.
3. At least twelve (12) practice sessions over a three week period must be participated in by any player before participation in interscholastic competition may begin.

Football

4. Interschool scrimmages prior to the first schedule game are encouraged.
5. No more than one game per week may be played.
6. A maximum of four (4) practice days must elapse between any games.
7. Medical personnel should be present at all times during a game.
8. The maximum number of games recommended is six (6).

Safety, Equipment and Officiating

1. Provisions for exceptions to the rule should exist in those instances that tackle football is limited to a grade level for participation.
2. All equipment must fit properly and be of good quality.
3. All measures of protection devices should be employed. Teeth and face protection are essential.
4. Only certified or probationary officials should be used.

9.4.f. **GYMNASTICS (MIDDLE LEVEL)**Season, Practices and Meets

1. Organized practice sessions may not begin prior to the winter sports season (November 15).
2. At least twelve (12) practice sessions over a three week period must be participated in by competitors before interscholastic competition begins.
3. The maximum number of meets recommended is ten (10).
4. No more than two (2) meets per week should be scheduled.

Equipment

Apparatus use should be limited according to strength and experience of participants.

Suggested Modifications in Meet Rules

1. Spotters should be present at all times.
2. Emphasis should be placed on basic tumbling skills.

9.4.g. **ICE HOCKEY (MIDDLE LEVEL)**Season, Practices and Games

1. Organized practice sessions may not start prior to the winter sports season (November 15).
2. At least twelve (12) practices over a three week period must be participated in by any player before participation in interscholastic competition may begin.
3. The maximum number of games recommended is twelve (12).
4. No more than two (2) games per week should be scheduled.

Equipment and Suggested Modifications in Game Rules

1. All equipment should be properly fitted and of good quality.
2. Headgear and teeth protection is mandatory for participation.
3. Free substitution should be utilized.
4. There should be three periods of twelve (12) minutes each with a ten (10) minute intermission between each period.



**9.4.h. SOCCER (MIDDLE LEVEL)**Season, Practices and Games

1. Organized practice sessions may not start prior to the first day of school and shall be confined to the fall sports season.
2. At least twelve (12) practice sessions over a three week period must be conducted before interscholastic competition may begin.
3. The maximum number of games recommended is ten (10).
4. No more than two (2) games per week should be scheduled.

Suggested Modifications in Game Rules

1. Games may be played in four (4) quarters of fifteen (15) minutes each or in halves not to exceed thirty (30) minutes each.
2. Field size should be adjusted to the players of this age group. A suggested minimum size is 100 x 65 yards and could range up to regulation size.
3. Since the issue of whether games will be played in quarters or halves continues, agreement should be reached by league members prior to the season.

**9.4.i. SOFTBALL (MIDDLE LEVEL)**Season, Practices and Games

1. Organized practice sessions may not start prior to the spring sports season (March 15).
2. At least twelve (12) practice sessions over a three (3) week period must have elapsed after the first practice before interscholastic competition may begin.
3. The maximum number of games recommended is twelve (12).
4. No more than two (2) games per week should be scheduled.

Equipment

1. Catchers shall wear full protective equipment including throat protector.
2. If team uniforms include shorts, catchers should wear long pants.
3. Batters and runners shall wear protective headgear.

Suggested Modifications in Game Rules

1. Length of games shall be seven (7) innings.
2. Free substitution, as agreed upon by league members, is encouraged.
3. Slow pitch rules, in many instances, more nearly meet the objectives of this sport.

**9.4.j. SWIMMING (MIDDLE LEVEL)**Season, Practices and Meets

1. Organized practice sessions may not start prior to the winter sports season (November 15).
2. At least twelve (12) practice sessions over a three week period must be conducted before interscholastic competition may begin.
3. The maximum number of meets recommended is ten (10).
4. No more than two (2) meets per week should be scheduled.
5. An individual may participate in up to three (3) events, no more than two (2) of which shall be individual events.

## 9.4.k. TENNIS (MIDDLE LEVEL)

Season, Practices and Games

1. Organized practice sessions may not start prior to the first day of spring sports season (March 15). In the case of those schools with tennis programs in the fall, organized practice sessions not be begin before the first day of school.
2. At least twelve (12) practice sessions over a three (3) week period must be conducted before interscholastic competition may begin.
3. The maximum number of meets recommended is ten (10).
4. No more than two (2) meets per week should be scheduled..

Suggested Modifications in Meet Rules

None recommended at this time.

## 9.4.l. TRACK AND FIELD (MIDDLE LEVEL)

Season, Practices and Meets

1. Organized practice sessions may not start prior to the first day of the spring sports season (March 15).
2. At least twelve (12) practice sessions over a three week period must be conducted before interscholastic competition may begin.
3. Meets shall be scheduled on the basis of no more than one meet per week. In case of inclement weather, meets may be rescheduled, but at least four days must elapse between meets.
4. The maximum number of meets recommended is ten (10).
5. No more than two (2) meets per week should be cheduled..

Suggested Modifications in Meet Rules

1. In dual meets a participant shall be permitted to enter either one (1) or two (2) track events and two (2) or one (1) field event for a total of three (3) events.
2. In all other meets a participant may enter only one (1) field event and one (1) track event.
3. Forfeiture -- If a participant competes illegally (not in accordance with the above regulations) in a track meet, all points earned by participant are declared forfeited.

Suggested EventsTrack Events

50 Meter Sprint / 50 Yard Sprint  
 100 Meter Sprint / 100 Yard Sprint  
 200 Meter Sprint / 220 Yard Sprint  
 400 Meter Sprint / 440 Yard Sprint  
 50 Meter Hurdles / 50 Yard Hurdles  
 70 Meter Hurdles / 70 Yard Hurdles  
 800 Meter Run / 880 Yard Run  
 1500 Meter Run / 1 Mile Run  
 400 Meter Relay / 440 Yard Relay  
 800 Meter Relay / 880 Yard Relay

Field Events

High Jump  
 Running Broad Jump  
 Shot Put (8 lbs.)  
 Triple Jump

**9.4.m. VOLLEYBALL (MIDDLE LEVEL)**

Season, Practices and Meets

1. Organized practice sessions may not start before the first day of school.
2. At least twelve (12) practice sessions over a three (3) week period must be conducted before interscholastic competition may begin.
3. The maximum number of games recommended is ten (10).
4. No more than two (2) games per week should be scheduled.

Suggested Modifications in Meet Rules

None available at this time.

**9.4.n. WRESTLING (MIDDLE LEVEL)**

Season, Practices and Meets

1. Organized practice sessions may not start prior to the first day of the winter sports season (November 15).
2. At least twelve (12) practice sessions over a three week period must be conducted before interscholastic competition may begin.
3. There should be only one (1) meet per week scheduled as a general practice.
4. The maximum number of meets recommended is ten (10).
5. A limit on the amount of weight reduction appropriate for growing adolescents should be determined, and adjustments upward in the weight classes should occur as the season progresses.
6. Forced weight loss and excessive dieting are prohibited.

Suggested Modifications in Meet Rules

1. Weight classifications and regulations should be agreed upon by league coaches prior to the season.
2. Weight classifications should be appropriate for young adolescents.
3. Wide participation is encouraged and can be enhanced by conducting competition by grade levels.
4. Consideration should be given to not including forfeits due to empty weight class in team score.

## MIDDLE LEVEL SCHOOL SEASON AND GAME LIMITATIONS

Fall -- September 1 - November 15  
 Winter -- November 15 - March 15  
 Spring -- March 15 - June 15

<u>Sport</u>	<u>Practice Days Before Meet/Game</u>	<u>Games Per Season</u>	<u>Limitations Games Per Week</u>	<u>Other</u>
Baseball	7 practices within 21 days	12	2 per week	7 innings
Basketball	12 practices within three (3) weeks	12	2 per week	8 minute quarters
Cross Country	12 practices within three (3) weeks	10	2 per week	not to exceed two (2) miles
Field Hockey	12 practices within three (3) weeks	10	2 per week	two 25-minute halves
Football	12 practices within three (3) weeks	6	1 per week	10 minute quarters
Gymnastics	12 practices within three (3) weeks	10	2 per week	
Ice Hockey	12 practices within three (3) weeks	12	2 per week	three 12-minute Periods
Soccer	12 practices within three (3) weeks	10	2 per week	4 quarters - 15- minutes each or two 30-minute halves
Softball	12 practices within three (3) weeks	12	2 per week	7 innings
Swimming	12 practices within three (3) weeks	10	2 per week	
Tennis	12 practices within three (3) weeks	10	2 per week	
Track & Field	12 practices within three (3) weeks	10	2 per week	
Volleyball	12 practices within three (3) weeks	10	2 per week	
Wrestling	12 practices within three (3) weeks	10	1 per week	

## 10.0 NATIONAL FEDERATION

	Page
10.1 All Sports National High School Recognition Application .....	1
10.2 CIAC Position on Federation Rules .....	1
10.3 Connecticut Interscholastic Athletic Policy on Federation Rules	1, 2
10.4 Guidelines to be Used to Change or Modify Rules .....	2,3
10.5 Modification to National Federation Rules .....	3. 4
10.6 Rules Experimentation .....	4
10.7 National Federation Athletic Sanctioning .....	4-6
10.8 The National Federation of State High School Associations .....	6

**10.1 ALL SPORTS NATIONAL HIGH SCHOOL RECOGNITION APPLICATION**

See Appendix E

**10.2 CIAC POSITION ON FEDERATION RULES**

The CIAC Board of Control on Tuesday, December 4, 1979, voted to clarify an earlier position regarding Federation Rules. This ruling specifies that National Federation playing rules which now govern most CIAC tournament sports are applicable both DURING REGULAR SEASON PLAY AND TOURNAMENT PLAY. Modifications of the rules may be made ONLY by the CIAC Board of Control.

**10.3 CONNECTICUT INTERSCHOLASTIC ATHLETIC CONFERENCE POLICY ON USE OF NATIONAL FEDERATION RULES (Effective September 1983)**

It is the policy of the National Federation of State High School Associations to permit modifications or deviations from National Federation Rules by "state adoption." However, such modifications or deviations shall be submitted to the National Federation Executive Committee. Such modifications shall be limited in scope and have a declared duration. Such modifications may not materially alter the sport in question.

**CIAC Policy Statement**

The CIAC Board of Control directs all CIAC sports committees to follow National Federation Rules, if such rules exist for their particular sport. Requested modifications will be considered by the Rules Committee upon receipt of written justification for such action from a CIAC sports committee. Compliance with National Federation Rules is an extremely important objective of the CIAC. Hence, modifications will be permitted only after clear evidence that the request has been well researched and sound documentation of evidence for modifications to rules is available.

**Procedures to be Followed in Request for Modifications and Deviations**

1. CIAC sports committees may recommend to the Board of Control modifications of Federation Rules for a duration of one year only.
2. The CIAC Board of Control may:
  - A. Petition the National Federation to allow a rule modification. The National Federation will consider permitting rules changes related to: postponed games, interrupted games, protests, forfeits, etc. State association policies should not include deviations from rules of play, rules regarding playing equipment, safety rules, etc.
  - B. Approve the rule modification with National Federation authorization.
  - C. Disapprove of CIAC sports committee request.

**Criteria for Rules Modification / Exception**

1. Requests must be submitted by a CIAC Sports Committee through its chairperson.
2. Sports committees must first seek approval from the National Federation either as a rule modification or a rule experimentation.

3. Every National Federation Rule must remain unaltered for a two (2) year period before a modification will be granted.
4. All National Federation rule modifications must be approved by the CIAC Board of Control on an annual basis and will remain in effect for a minimum of two (2) years.
5. All National Federation rule modifications must be approved by the Board of Control prior to June 30 of any year. This will permit modifications to be published annually in the CIAC Handbook, to be distributed to appropriate officials organizations, and member school coaches.
6. All modifications to game rules which would have a financial impact on school and/or CIAC budget(s) must be decided in sufficient time so these changes can be included in budget proposals.
7. Modifications to National Federation Rules will not be permitted if they:
  - A. Significantly alter the playing rules of the sport unless such modification relates to the unique conditions of New England, i.e., climate, travel, facilities, crowd control, economic factors, etc.
  - B. Change specifications of playing equipment or facilities and by doing so alters existing safety regulations without the endorsement of the CMS Sports Medicine Committee member.
  - C. Impacts health and safety recommendations or regulations established by National Federation without first receiving the endorsement of the CMS Sports Medicine Committee member.
  - D. Substitute new events for deleted events in individual sports.
  - E. Significantly alter weigh-in procedure in wrestling.
8. Modifications to existing National Federation procedures for handling postponed games, interrupted games, protests, forfeits or playoffs will be considered by the Rules Committee upon requests from CIAC Sports Committees.

**10.4 GUIDELINES TO BE USED BY NATIONAL FEDERATION EXECUTIVE COMMITTEE WHEN EVALUATING REQUESTS BY STATE ASSOCIATIONS FOR PERMISSION TO CHANGE OR MODIFY NATIONAL FEDERATION SPORTS RULE**

If the answer is “yes” to any question under Item #1, then the requested change or modification shall not be approved.

1. Do the proposed modifications:
  - A. Extend for more than one season? This does not apply if a modification is more restrictive and falls in an area which does not require National Federation approval.
  - B. Significantly alter the playing rules of the sport?
  - C. Alter specifications of playing equipment or facilities?
  - D. Reduce existing safety requirements?
  - E. Substitute new events for deleted events in individual sports?
  - F. Significantly alter weigh-in procedures in wrestling?

2. State adoptions or procedures in the following areas will not be considered as changes in National Federation rules.
  - A. Deletion of events in individual sports so long as new events are not substituted for deleted events.
  - B. Procedures for handling postponed or interrupted games, protests or forfeits.
  - C. Playoff series administrative procedures.
3. The National Federation may grant permission for states to experiment with rule changes with the understanding such experiments can't exceed three years in duration and further, that the association agrees to supply the National Federation with desired data pertaining to approved experiments.

**10.5 MODIFICATION TO NATIONAL FEDERATION**

National Federation member state associations have the option as to whether they use National Federation sports rules as published by the National Federation or make exceptions. If a state association uses the rules with no exceptions or with exceptions which have been approved by the National Federation, then that state may:

- A. Have full participation in the rules questionnaire program.
- B. Submit to the Executive Committee nominations for rules committee membership in that sport when a vacancy occurs in their Section.

If a state makes exceptions which have not been approved, then it will not be privileged to participate fully in the questionnaire program for that sport nor be eligible for representation on that sports rules committee.

It was determined that the most equitable procedure for evaluating requests by state associations for permission to modify National Federation sports rules and remain eligible for rules committee membership and full participation in that sports rules questionnaire program would be as follows.

Using the guidelines previously approved by the Executive Committee for evaluating requests by state associations for permission to modify National Federation sports rules:

1. Each sport is to be evaluated separately, and should a state decide to make exceptions in one sport, there would be no carry-over effect to other sports.
2. State associations will be given an opportunity annually to declare in each sport their degree of use of the National Federation sports rules. If a state makes exceptions and submits those exceptions to the National Federation, they will be individually evaluated by the National Federation staff member responsible for working with that sports rules committee. The state association will then be notified as to whether the exception qualifies for approval under criteria established by the National Federation Executive Committee. Should the state choose to pursue the appeal procedure, until the appeal is resolved, no one from the state involved will be eligible for the appointment to the sports rules committee involved. Should the state involved already have a person serving on the sports rules committee involved, that person will remain on the committee until the appeal is resolved.
3. If a state association's exception has not been approved by the National Federation staff liaison, and the association wishes to Appeal, their request will then be submitted to the sports rules body by ballot. The state should submit in writing on plain white paper to the National Federation their request for modification as they wish it presented to the sports rules committee members. When the material is disseminated to the rules committee members, they will not be informed which state is making the request, but will evaluate the exception



On its merits only. Should that state association making the appeal have a representative on the rules committee, then that committee member will be disqualified for that particular evaluation because of a possible conflict of interest.

4. If the rules committee denies the appeal, the state association may exercise the last option of appeal by presenting their request to the National Federation Executive Committee for final evaluation.

Source: National Federation Executive Committee Meeting - 7/2/81

## 10.6 RULES EXPERIMENTATION

Experimentation by state associations shall be permitted and encouraged by National Federation under specified guidelines. Requests for experimentation shall be submitted to the National Federation in writing by the CIAC Board of Control through its Executive Director. The requests should meet the following criteria:

- A. Provide rationale why the experiment is desired.
- B. Agree to keep accurate statistics on forms provided by the National Federation office.
- C. Submit results of experiment to the National Federation office.
- D. Limit experimentation on the same rule to a maximum of three years.
- E. An experiment, on or before the completion of a three-year period, shall either be approved by the appropriate rules committee or abandoned.

CIAC sports committees may submit requests for rules experimentation in writing to the CIAC Board of Control. It will be the decision of the Board of Control as to whether or not the request is submitted to the National Federation under the above criteria.

## 10.7 NATIONAL FEDERATION ATHLETIC SANCTIONING

Note: The interscholastic community urges event sponsors to plan and schedule interstate competition in a manner that minimizes the amount of time student participants will be absent from the regular school day.

### 1. Events that Require NFHS Sanctioning

- A. Any interstate event involving two (2) or more schools which is co-sponsored by or titled in the name of an organization outside the high school community (e.g., a university, a theme park, an athletic shoe/apparel company).\*

\* Competition involving border states, and all other configurations of interstate competition not requiring the sanction of the NFHS office, shall be sanctioned by the state associations involved according to their own procedures.

- B. Non-bordering events if five (5) or more states are involved.
- C. Non-bordering events if more than eight (8) schools are involved. (Effective 8/1/02) Non-bordering events with eight teams no longer requires NFHS sanctioning unless there is an outside or title sponsor involved.
- D. Any event involving two (2) or more schools that involves a team from a foreign country. The host school should complete the international sanction application on page 3. (The exceptions to this rule are Canada and Mexico which are considered "bordering states".)\*\*

\*\* NFHS Bylaw 17 provides that each member state association shall approve and receive NFHS approval for competition by a member school against a school from a foreign country, except for two (2) school and three (3) school competitions with a school or schools from Canada or Mexico which necessitates a round trip of less than 600 miles.

2. **Request for Sanction** -- Only a member school of an NFHS member state association, or a school approved by such an association, or such an association itself, is eligible to request sanctioning through the NFHS Interstate Sanctioning Program. *Any event seeking NFHS sanction must be sponsored by a member high school, approved high school or state association.*
3. **Interstate Competition** -- Interstate competition occurs when either teams or individuals who represent their schools travel across state lines to participate in competitive sports events, including but not limited to such events as “shoot-outs,” “showcases,” “round-robin tournaments,” etc. Subject to Paragraph 3, no sanction is required from the NFHS office if all competing schools, regardless of the number of competing schools, are from states that border the host state unless the event is co-sponsored by or titled in the name of an organization outside the high school community.
4. **Timelines / Fees** -- This application for sanction should be sent to the state association of the host school ninety (90) calendar days or more prior to the event and must be accompanied by the host school’s processing fee of \$75, check or money order, per application made payable to the NFHS. (Do not send cash.) The sanction application must be received in the NFHS office sixty (60) calendar days or more prior to the event. The late fee for any application that arrives in the NFHS office 15-59 calendar days prior the event will be \$25 for a total of \$100. If the application arrives in the NFHS office less than 15 calendar days prior to the event, the late fee will be \$125 for a total application fee of \$200. If the NFHS does not receive the late fees within ten days, the event will not be sanctioned, and the meet director will be notified they are running a non-sanctioned event. There is no processing fee for International Athletic Competition applications.
5. **Names and Addresses of Invited/Participating Schools** -- All sanction requests submitted to the NFHS office must be accompanied by the names and addresses of all invited/participating schools. In the case of cross country and track and field events, the host school will complete the sanction application and forward it to the host state association office with the list of invited schools so that it will arrive in the NFHS office 60 days or more prior to the event. The final list of actual entries will be due to the NFHS office ten days prior to the event. If the list is not received ten days prior to the event, the application for sanction will be disapproved, and the meet director will be notified that they are running a non-sanctioned event.
6. **Equal Treatment** -- Schools participating in interstate competition, as well as the schools’ employees and agents, shall be treated equally. Examples of such shall include, but not be limited to, the following:
  - A. Reduction or waiver of entry fee for one school must result in a reduction or waiver of entry fee for all schools;
  - B. Appearance fee paid to one school must result in an equal amount of appearance fee paid to all participating schools;
  - C. Expense reimbursements, if any, must result in equivalent payments to all participating schools, subject to reasonable adjustments for differing distances traveled;
  - D. Share of proceeds/live gate paid to one school must result in equal share of proceeds/live gate paid to all participating schools.

7. **NFHS Web Site** -- Information regarding the status of an event that has requested NFHS sanctioning will be posted at [www.nfhs.org/sanctioning.htm](http://www.nfhs.org/sanctioning.htm). If you have any questions regarding the status of your event, please contact the NFHS Sanctioning Department at (31) 972-6900 Monday-Friday, 8, a.m. - 4:30 p.m. Eastern Standard Time.
8. **Financial Report** -- When NFHS sanction is required, the host school shall submit a financial report about the event to the NFHS on the accompanying form within ninety (90) calendar days of the completion of the event.

## 10.8 THE NATIONAL FEDERATION OF STATE HIGH SCHOOL ASSOCIATIONS

The National Federation is made up of state high school associations which have united to secure the benefits of cooperative activities. The executive director of the National Federation is Robert Kanaby and the office are located at P.O. Box 690, Indianapolis, Indiana 46206.

This cooperation eliminates much unnecessary duplication of work and increases efficiency. The efforts of all who are engaged in high school athletic activities are pooled and coordinated through the close contacts which are thus made possible.

The national organization had its beginning at a meeting in Chicago on May 14, 1920. L. W. Smith, secretary of the Illinois High School Athletic Association, issued invitations to neighboring states and state association representatives came from Illinois, Indiana, Iowa, Michigan, and Wisconsin. The primary purpose of the meeting was to discuss problems which had resulted from high school contests which were organized by colleges and universities or by other clubs or promoters. In many cases little attention was paid to the eligibility rules of the high school associations or to other high school group regulations, and chaotic conditions had developed. At this first meeting it was decided that the welfare of the high schools required that a more active part in the control of such athletic activities be exercised by the high schools through the state associations and that this control necessitated the formulation of a national organization. A constitution and by-laws were adopted and the group decided on the name "Midwest Federation of State High School Athletic Associations." Principal George Edward Marshall, Davenport, Iowa, was elected President and Principal L. W. Smith of Joliet, Illinois, was elected Secretary-Treasurer.

In 1921, four states, Illinois, Iowa, Michigan and Wisconsin, continued their interest and became charter members through formal ratification of the constitution. Largely due to their efforts, the national organization grew during the early years.

In 1922, the Chicago annual meeting was attended by representatives from 11 states, and the present name of the National Federation was adopted. A number of college and university representatives who attended the meeting expressed sympathy for an interest in the efforts to introduce a high degree of order in the regulation of interscholastic contests.

Since that time the National Federation has had a healthy growth to its present nationwide membership. By 1940 national office with a full-time executive staff became necessary and such office was established in September of that year.

## 11.0 PERSONNEL

	Page
11.1 An Athletic Code for Superintendents and Principals .....	1
A. For Superintendents .....	1
B. For Principals .....	1
11.2 An Athletic Code for Athletic Directors and Coaches .....	1
A. For Athletic Directors .....	2
B. For Coaches .....	2, 3
11.3 An Athletic Code for Officials and Athletes .....	3
A. For the Official .....	3
B. For the Athletes .....	3, 4
11.4 Coaching Requirements .....	4
A. Coaching Permit .....	4
Validity of Coaching Permit .....	5
Requirement of Coaching Permit .....	5
Validity of Temporary Coaching Permit .....	5
Requirement for Temporary Coaching Permit .....	5
Reissuance of Temporary Coaching Permit .....	5
Volunteer Coaches - Coaching Permit .....	6
Q & A Volunteer Coaches .....	6
B. Instructional Programs .....	7
11.5 Code of Ethics for Coaches .....	7
A. National Federation Code of Ethics for Coaches .....	8
11.6 CIAC Position Statement - Female Officials .....	9
11.7 CHSCA - CAAD Position Statement - All State Selection .....	9
11.8 Code for the Administration of Athletics .....	9
A. Statement of Relationship .....	9
11.9 Director of Athletics Position - Endorsement .....	9
11.10 Sample Job Description - Assistant Coach .....	10
11.11 Sample Job Description - Head Coach .....	11
11.12 Sample Job Description - Director of Athletics .....	11, 12
11.13 Termination of Coaches Statute .....	13

**11.1 AN ATHLETIC CODE FOR SUPERINTENDENTS**

The Superintendent and Principal are the final authorities responsible for the athletic activities of the school. In realization of this responsibility these guiding principles should prevail:

**11.1.A FOR THE SUPERINTENDENT**

1. I will use all means possible to bring to my community a full realization of the value of athletics as an educational tool in training citizens.
2. I will have a definite understanding with principals and athletic directors concerning the school athletic policy and expect and give support in carrying out that policy.
3. I will judge the success of those in charge of the athletic programs by the conduct and attitude of contestants and spectators rather than on the number of games won or lost.

**11.1.B FOR THE PRINCIPAL**

1. I will have a complete understanding of the athletic policy of this school system and of the individual responsibility of all concerned.
2. I will be honest in my certification of contestants and base that certification on complete information concerning the student's athletic and scholastic status. Questionable cases will be referred to the Executive Director of the Connecticut Interscholastic Athletic Conference before the privilege of competition is given.
3. I will give my loyal support to the coaches in their efforts to carry out national, state and local athletic policies.
4. I will make every effort to instruct the student body in its responsibilities in making the athletic program a valuable one and point out desirable types of conduct at "home" and "away" games.
5. I will endeavor to foresee possible differences and misunderstandings with other schools and, as far as possible, settle them or provide means of settlement before they materialize.
6. I will insist that any misunderstandings that may arise be settled privately between official representatives of the schools concerned.
7. I will have a definite understanding with the athletic director about officials, schedules, finances, care of fields and gymnasiums, handling of spectators, etc., and give that person every assistance in carrying out such duties.
8. I will consider it unprofessional to withhold from another school any seemingly authentic information which calls to question the eligibility of any of its players.
9. I will attend as many of the athletic contests in which my school participates as school work will allow.
10. I will commend opposing schools for outstanding examples of fine citizenship.

**11.2 AN ATHLETIC CODE FOR ATHLETIC DIRECTORS AND COACHES**

The Athletic Director and Coach are the official representatives of the school in interscholastic athletic activities. In this important capacity, these standards should be practiced:

**11.2.A BY THE ATHLETIC DIRECTOR**

**The Athletic Policy of the School Should:**

1. Be definitely understood with director's responsibility clearly defined.
2. Include only those schedules which are educationally and physically sound for the athlete.
3. Cooperate with the community in making a character building athletic program
4. Refuse admission to athletic contests to persons who have shown chronic lack of sportsmanship.

**The Securing of Officials Should Include:**

1. Mutual confidence and agreement by both teams.
2. Complete support of officials in cases of adverse rulings.
3. Definite contractual agreements naming fee, expenses and time and place of game.

**Game Preparation Involves:**

1. Provision of programs giving rules changes, names of players and of officials, and emphasizing good sportsmanship.
2. Proper handling of crowds so there is no encroachment on playing space.
3. Maintaining sidelines for exclusive use of players, coaches and officials.

**11.2.B BY THE COACH**

**The School May Expect**

- a. Work of the coach to be an integral part of the school system with its educational contribution.
2. Mastery of the principles of good teaching and consequent improvement in teaching as well as coaching.
3. Loyalty to superiors in making athletics fit into the general school program.
4. Insistence upon high scholarship and enforcement of all rules of eligibility.

**The Athletes May Expect:**

1. A genuine and up-to-date knowledge of that which the coach proposes to teach.
2. Fair, unprejudiced relationship with all squad members.
3. Careful attention to the physical condition of players at the time of each contest.
4. Competent and trustworthy officials whose decisions will always be supported.

**Sportsmanship Includes:**

1. Teaching athletes to win by use of legitimate means only.
2. Counteracting unfounded rumors of questionable practices by opponents.

**The Influence of the Coach Necessitates:**

1. Being the sort of person he/she wants boys and girls to become.
2. Discouragement of gambling, profanity, smoking, obscene language, use of alcohol and drugs at all times.

**11.3 AN ATHLETIC CODE FOR OFFICIALS AND ATHLETES**

Competent, impartial officials and clean, hard-playing athletes have made a place for interscholastic athletics in the educational program. Sportsmanship and fair play demand these practices.

**11.3.A BY THE OFFICIAL****The Contest Demands:**

1. A professional relationship calling for the highest type of service.
2. Thorough preparation.
3. A rested body and an alert mind.
4. Reporting for duty at least thirty (30) minutes before time for the game.
5. A neat, distinct uniform.

**The Rules Demand**

1. Rectifying mistakes in judgment without "evening up."
2. Adherence to right decisions despite disapproval of spectators.
3. Control of temper at all times in warning crowds or inflicting penalties for unsportsmanlike conduct.
4. Respect for judgment of companion officials in making decisions.
5. That interpretations and announcements be made clear to both teams.
6. That players or players of other teams not be discussed in the presence of prospective opponents.

**11.3.B BY THE ATHLETE****The Contest Demands:**

1. Fair play at all times
2. A "square deal" to opponents by players and spectators.

3. Playing for the joy of playing and for the success of the team.
4. Playing hard to the end.
5. Keeping one's head and PLAYING the game, not TALKING it.
6. Respect for officials and expectation that they will enforce the rules.
7. That an athlete should not quit, cheat, bet, or "grandstand."

**The School Demands:**

1. Out-of-school and out-of-town conduct of the highest type.
2. Faithful completion of school work as practical evidence of loyalty to school and team.
3. Complete observance of training rules as a duty to school, team and self.

**Sportsmanship Demands:**

1. Treatment of visiting team and officials as guests and the extension of every courtesy to them.
2. Giving opponent full credit when they win and learning to correct one's own faults through failures.
3. Modesty and consideration when one's team wins.
4. An athlete will not "crow" when the team wins or blame the officials when it loses.

**11.4 COACHING REQUIREMENTS**

**11.4.a Sec. 10-145d-790 -- Coaching Permits**

- a. A coach (regardless of coaching assignment) of intramural or interscholastic athletics in elementary, middle or high schools, shall meet the requirements of subsections (b) through (e), inclusive, of this section:
  1. A coaching permit; or
  2. A temporary coaching permit; or
- b. A person serving as a director of athletics at the elementary or secondary school level, not responsible for supervision, shall be required to hold a coaching permit;
- c. A person serving as a director of athletics at the elementary or secondary school level, responsible for the supervision of coaches, shall be required to hold a coaching permit and a valid Connecticut educators certificate;
- d. A person serving as a director of athletics, with district-wide responsibilities for the athletic program or evaluation of certified staff, shall be required to hold a coaching permit and a Connecticut educators certificate endorsed for intermediate administration or supervision.
- e. An individual who serves as a coach must hold a coaching permit or a temporary coaching permit. An individual, not serving as any type of coach, may assist a coach, if working under the direct and continual supervision of a coach.



**Sec. 10-145d-791 -- Validity of Coaching Permit** (Implementation date: July 1, 1999)

A coaching permit shall be valid from the effective date and will be renewed every five years upon completion of not less than 15 clock hours of seminars, course work and workshops providing information on safe and healthful coaching practices and understanding child and adolescent development, as approved by the Department. Upon written request of an employing agent, the Department, for good cause shown, may defer the 15 clock hour requirement for 12 months.

**Sec. 10-145d-792 -- Requirements of Coaching Permit**

To receive a coaching permit, an applicant must meet the requirements in subsection (a), (b), (c) and either (d) or (3) of this section:

- a. Attain the age of 18 years;
- b. Hold a high school diploma or its equivalent;
- c. Successfully complete a standard first aid course no earlier than three years prior to the date of application and every three years from the date of the course thereafter, and CPR certification annually;
- d. Complete a minimum of three semester hours of credit from a regionally accredited institution or 45 clock hours of instruction in a program offered by a board of education or the Connecticut Interscholastic Athletic Conference and approved by the Department, which must include each of the following topics:
  1. Legal and safety aspects of coaching children and adolescents;
  2. Medical aspects of coaching children and adolescents; and
  3. Principles and practices of coaching children and adolescents and child and adolescent sports psychology;
- e. Hold a valid Connecticut educator certificate, Standard or Permanent Certificate.

**Sec. 10-145d-793 -- Validity of Temporary Coaching Permit**

A temporary coaching permit shall be valid for one year from the date of issuance.

**Sec. 10-145d-794 -- Requirements for Temporary Coaching Permit**

To receive a temporary coaching permit, a board of education shall submit an application on forms provided by the Department giving evidence that the applicant for a temporary emergency coaching permit has met the following requirements.

1. Attain the age of 18 years;
2. Holds a high school diploma or its equivalent; and
3. Completed successfully, no earlier than one year prior to the date of application, a standard first aid course and CPR certification.

**Sec. 10-145d-795 -- Reissuance of Temporary Coaching Permit**

- a. A temporary coaching permit may be renewed for one additional year, provided that the applicant:
  1. Completed a standard first aid and CPR course which must be valid for one year from the date of application;
  2. Complete or is enrolled in at least two semester hours of credit from a regionally accredited institution or 30 clock hours of instruction in a program offered by a board of education, or the Connecticut Interscholastic Athletic Conference approved by the Department, covering at least two of the following topics.

- A. Legal and safety aspects of coaching children and adolescents;
  - B. Medical aspects of coaching children and adolescents; and
  - C. Principles and practices of coaching children and adolescents and children and adolescent sports psychology.
- b. At the expiration of the renewal, the applicant must either obtain a coaching permit or discontinue coaching.

### **VOLUNTEER COACHES -- COACHING PERMITS**

#### **Sec. 10-145d-423 -- When Required**

- a. Either a coaching permit or a temporary emergency coaching permit, is required for a coach of intramural or interscholastic athletics in kindergarten through grade 12, inclusive;

For the purposes of these regulations, a coach shall mean an individual responsible for instructing students in grades K-12, inclusive, in intramural or interscholastic athletics but shall not mean any person working directly with a coach. A person working directly with a coach shall not be required to hold a coaching permit or temporary emergency coaching permit so long as he or she works under the direct and continual supervision of an individual possessing a coaching permit or a temporary emergency coaching permit.

**Question:** Does a non-certified individual, designated as an assistant coach, need some type of coaching permit?

**Answer:** Possibly. The determinative question is the job function not the job title. If a school district designates an individual as an assistant coach and makes the individual responsible for instructing students and performing the duties of a coach, then he or she would need a coaching permit. For example, the coach of a freshman or sub-varsity team needs some type of coaching permit even if he or she has the title of assistant coach. On the other hand, if the individual is “working under the direct and continual supervision of a coach,” a permit is not needed.

**Question:** What does “working under the direct and continual supervision of a coach” mean?

**Answer:** This phrase refers to performing duties under the direct supervision of the coach. Therefore, the person should be in the immediate area of the coach. Responsibility for the students lies with the coach. Examples of “working under the direct and continual supervision of a coach” could include assisting in the issue of equipment, tabulating team statistics and working with athletes when under the direct and constant supervision of a certified coach.

**Question:** Is a non-certified person who “works under the direct and continual supervision of a coach” required to have completed successfully a first aid course?

**Answer:** No. A person “working under the direct and continual supervision of a coach” is under the direct supervision of the coach and in the immediate area of the coach.

**Question:** Does a volunteer need some type of coaching permit?

**Answer:** Possibly. If a volunteer is performing the duties of a coach, then the volunteer must have a coaching permit. If a volunteer is “working under the direct and continual supervision of a coach,” then a permit is not needed. Reimbursement for services is not a determinative factor.

**COACHING PERMIT -- CHEERLEADING**

Effective July 1, 1995, the State Department of Education has mandated that all cheerleading advisors, chaperones, coaches to be properly certified as a coach. However, CIAC does NOT regulate that activity.

Cheerleading is regulated by the CAS Student Activities Board of Control.

**11.4.B INSTRUCTIONAL PROGRAMS**

Connecticut institutions have provided instructional programs aimed at meeting the instructional portion of the coaching permit requirements. These institutions have been state universities and community colleges.

As more and more lay people enter the coaching ranks, it is necessary for local communities to offer curriculum and instruction for the purpose of certifying coaches. Most lay people have strong reservations about returning to state universities or even community college due to unfamiliarity, time, travel and expense.

Therefore, a curriculum has been developed by the “American Coach Effectiveness Program” and “Program for Athletic Coaches Education” which has been endorsed by the CIAC and the Connecticut Association of Athletic Directors and may be used toward meeting the instructional requirement in certifying coaches. Copies may be obtained by contacting the CIAC, 30 Realty Drive, Cheshire, CT 06410.

The course may be offered by a local or regional board of education or a regional educational service center. The course must have a written attendance requirement. To complete the course 45 clock hours of instruction are required. A system for keeping, maintaining and making records available of individuals who have completed successfully part or all of the program must be in place. Instruction must be delivered by individuals qualified and certified by the local educational agency and the State Department of Education.

Note: Several school districts and in some cases leagues have joined forces to offer coaching instruction in a geographic area. In addition, the CIAC offers the course three times per year at a cost substantially less than from the university or college system.

**11.5 CODE OF ETHICS FOR COACHES**

The function of a coach is to teach attitudes, proper habits, knowledge and skills. The athletic program is designed to enhance academic achievement and should never interfere with opportunities for academic success. Each student athlete should be treated as an individual whose welfare shall be primary at all times. The coach must be aware that he or she serves as a model in the education of the student athlete and, therefore, shall never place the value of winning above the value of character building.

The coach must constantly uphold the honor and dignity of the teaching profession. In all personal contact with the student athlete, officials, athletic directors, school administrators, the state high school athletic association, the media and the public, the coach shall strive to set an example of the highest ethical and moral conduct.

The coach shall support and enforce school rules for the prevention of drug, alcohol and tobacco use and abuse and under no circumstances shall authorize the use of these substances.

The coach shall promote the entire interscholastic program of the school and direct his or her program in harmony with the total school program.

The coach shall be thoroughly acquainted with contest, state, league and local rules, and is responsible for their interpretation to team members. The coach shall abide by the letter and spirit of these rules at all times.

Coaches shall actively use their influence to enhance sportsmanship by their spectators, working closely with cheerleaders, pep club sponsors, booster clubs and administrators.

Contest officials shall have the respect and support of the coach. The coach shall not indulge in conduct which will incite players or spectators against the officials or against each other. Public criticism of officials or players is unethical.

Before and after contests, rival coaches should meet and exchange friendly greetings to set the correct tone for the event.

A coach shall not exert pressure on faculty members to give student athletes special consideration.

It is unethical for coaches to scout opponents by any other means than those adopted by the state high school athletic association and the league.

### **11.5.A CODE OF ETHICS FOR COACHES -- National Federation Coaches Association**

The function of a coach is to educate students through participation in interscholastic competition. An interscholastic program should be designed to enhance academic achievement and should never interfere with opportunities for academic success. Each student-athlete should be treated as though he or she were the coaches' own, and his or her welfare should be uppermost at all times. Accordingly, the following guidelines for coaches have been adopted by the NFCA Board of Directors.

The coach shall be aware that he or she has a tremendous influence, for either good or ill, on the education of the student-athlete and, thus, shall never place the value of winning above the value of instilling the highest ideals of character.

The coach shall uphold the honor and dignity of the profession. In all personal contact with student-athletes, officials, athletic directors, school administrators, the state high school athletic association, the media, and the public, the coach shall strive to set an example of the highest ethical and moral conduct.

The coach shall take an active role in the prevention of drug, alcohol and tobacco abuse.

The coach shall avoid the use of alcohol and tobacco products when in contact with players.

The coach shall promote the entire interscholastic program of the school and direct his or her program in harmony with the total school program.

The coach shall master the contest rules and shall teach them to his or her team members. The coach shall not seek an advantage by circumvention of the spirit or letter of the rules.

The coach shall exert his or her influence to enhance sportsmanship by spectators, both directly and by working closely with cheerleaders, pep club sponsors, booster clubs, and administrators.

The coach shall respect and support contest officials. The coach shall not indulge in conduct which would incite players or spectators against the officials. Public criticism of officials or players is unethical.

The coach should meet and exchange cordial greetings with the opposing coach to set the correct tone for the event before and after the contest.

The coach shall not exert pressure on faculty members to give student-athletes special consideration.

The coach shall not scout opponents by any means other than those adopted by the league and/or state high school athletic association.

**11.6 CIAC POSITION STATEMENT -- FEMALE OFFICIALS**

The CIAC will promote the use of female officials at all CIAC games.

**11.7 POSITION STATEMENT: CIAC - CHSCA - CAAD -- ALL STATE SELECTION PROCESS**

The Connecticut Interscholastic Athletic Conference and the Connecticut Association of Athletic Directors strongly objects to any mandate by any coaching organization as a criteria for student-athletes to be eligible for all-state or any other post season honors.

The Connecticut Coaches Association “strongly concurs with the CAAD Executive Board in objecting to any group which would remove a student-athlete from all state consideration on the basis of his/her coaches organization or affiliation.”

**11.8 CODES FOR THE ADMINISTRATION OF ATHLETICS**Statement of Relationship

Membership in the Connecticut Association of Schools is comprised of individual schools, so approved by their respective Boards of Education. The superintendent is responsible for the athletic activities of the school system. The duties will vary according to the size of the school system, ranging from the larger schools where all duties are delegated, to the smaller schools where the superintendent may be both the administrative and executive officer. In either case, it is a duty to have set up a definite school athletic policy and have a complete understanding of that policy by those concerned.

The Principal is the official representative of the member school and is directly responsible for the general attitude of the student body and the conduct of the athletic affairs by the athletic director and the coach.

It is the duty of the above named officers to derive from the athletic program a full measure of educational value in developing good sportsmanship on the part of the student body, faculty, parents, and general public. Mutual cooperation is essential in order to carry out properly the work of any or all of these officers.

**11.9 DIRECTOR OF ATHLETICS POSITION -- ENDORSEMENT**

The CIAC and the National Federation of State High School Associations endorse the position of Director of Athletics as an integral part of the administrative team of a high school, essential to the coordination and implementation of a wholesome athletic program. The litigation climate, staffing problems, budgetary concerns, sports medicine implications and many other aspects of today’s high school sports program require sound leadership which can be provided by a competent athletic administrator.

Furthermore, the magnitude and scope of the duties and responsibilities of an athletic director dictate that qualified individuals should be assigned this task and adequate released time must be provided to fulfil the expectations of the position.

11.10 SAMPLE JOB DESCRIPTION -- ASSISTANT COACH

- I. Title: Assistant Coach
- II. Qualifications:
  - 1. Possess proper Connecticut certification
  - 2. Should have a background in the sport.
  - 3. Such alternatives to the above qualifications as the board may find appropriate and acceptable.
- III. Primary Function: To help each participating student achieve a high level of skill, an appreciation for the values of discipline and sportsmanship and an increased level of self-esteem.
- IV. Reports to: Head Coach
- V. Supervises: Students
- VI. Major Duties and Responsibilities:
  - 1. Coaches individual participants in the skills necessary for excellent achievement in the sport involved.
  - 2. Plans and schedules with the head coach a regular program of practice in season (including holiday or vacation periods).
  - 3. Works closely with the head coach in scheduling interscholastic contests.
  - 4. Assists the head coach in recommending purchase of equipment, supplies and uniforms, as appropriate.
  - 5. Assists the head coach in maintaining necessary attendance forms, insurance records, accident reports and similar paperwork.
  - 6. Assists in overseeing the safety conditions of the facility or area in which assigned sport is conducted at all times that students are present.
  - 7. Enforces rules and regulations which have been established by the head coach and distributes copies of same to all squad members prior to the start of the season.
  - 8. Provides for the orderly distribution and collection of all athletic equipment.
  - 9. Will evaluate their programs and submit written reports to the head coach at the conclusion of their season.
  - 10. Conforms to rules and regulations as stated in the coaches manual and/or teachers manual.
  - 11. Performs such other duties as are consistent with the nature of the position and as may be requested by the head coach.
- VII. Terms of Employment: Salary and work period to be established by the board of education in compliance with rules and regulations.
- VIII. Evaluation: Will be conducted by the head coach in conjunction with the athletic director and reviewed by the principal in accordance with performance responsibilities.

**11.11 SAMPLE JOB DESCRIPTION -- HEAD COACH**

- I. Title: Head Coach
- II. Qualifications:
  1. Possess proper Connecticut certification.
  2. Should have background in the sport
  3. Such alternatives to the above qualifications as the board may find appropriate and acceptable.
- III. Primary Function: To help each participating student achieve a high level of skill, an appreciation for the values of discipline and sportsmanship and an increased level of self-esteem.
- IV. Reports to: Athletic Director and/or Principal
- V. Supervises: Students
- VI. Major Duties and Responsibilities:
  1. Coaches individual participants in the skills necessary for excellent achievement in the sport involved.
  2. Plans and schedules with the Athletic Director and regular program of practice in season (including holiday or vacation periods).
  3. Works closely with the Athletic Director in scheduling interscholastic contests.
  4. Recommends purchase of equipment, supplies and uniforms as appropriate.
  5. Maintains and completes necessary attendance forms, insurance records, accident reports and similar paperwork.
  6. Oversees the safety conditions of the facility or area in which assigned sport is conducted at all times that students are present.
  7. Establishes written rules and regulations in consultation with the athletic director and/or principal, for distribution to all squad members prior to the start of the season. Enforces discipline and sportsmanlike behavior at all times and imposes penalties for breach of such standards by individual students.
  8. Provides for the orderly distribution and collection of all athletic equipment.
  9. Will evaluate their assistant coaches and program and submit written reports to the athletic director at the conclusion of their season.
  10. Conforms to the rules and regulations as stated in the coaches manual and/or teachers manual.
  11. Performs such other duties as are consistent with the nature of the position and as may be requested by the athletic director and/or principal.
- VII. Terms of Employment: Salary and work period to be established by the board of education.
- VIII. Evaluation: Will be conducted by athletic director and reviewed by the principal in accordance with the performance responsibilities.

**11.12 SAMPLE JOB DESCRIPTION -- DIRECTOR OF ATHLETICS**

- I. Title: Director of Athletics
- II. Qualifications:
  1. Teacher certification as adopted by the Connecticut State Board of Education and contained within the Connecticut Teacher Certification Regulations.
  2. Such alternatives to the above qualifications as the Board may find appropriate and acceptable.
- III. Primary Function: To provide leadership, direction and coordination of the athletic program.

- IV. Primary Goal: To provide each student with an opportunity to participate in an extracurricular athletic activity that will foster physical skills, personal growth, a sense of worth and confidence, a knowledge and understanding of the pleasures of sport and the principles of fair play.
- V. Reports to: Principal
- VI. Supervises: All personnel assigned to the athletic program
- VII. Major Duties and Responsibilities:
1. Organizes and administers the overall program of interscholastic athletics.
  2. Coordinates the organization and management of interscholastic athletic schedules and tournaments.
  3. Provides leadership in the selection, assignment, orientation and evaluation of athletic coaches and staff members.
  4. Fosters good school-community relationships by keeping the community aware of any responses to the athletic program.
  5. Hires officials, police and other necessary personnel as required, and assumes with other administrators general responsibilities for the proper supervision of home games.
  6. Arranges transportation for athletic contests whenever necessary.
  7. Develops and places into operation appropriate rules and regulations governing the conduct of athletic activities at the local, league and state level.
  8. Assists personnel in the improvements of knowledge and instructional skills by encouraging participation in clinics, workshops and state meetings.
  9. Prepares and administers the athletic budget.
  10. Requisitions program supplies and equipment.
  11. Arranges field and general practice schedules.
  12. Implements all policies and rules relating to the athletic program.
  13. Keeps records of results of all school athletic contests, and maintains a record file of all award winners.
  14. Plans and supervises a recognition program for school athletes.
  15. Creates good will and public relations among respective league members, parents, coaches and school administration.
  16. Arranges for visiting teams and officials to be greeted upon arrival at the game site and insures that all their needs are taken care of.
  17. Supervises all ticket sales and assumes responsibilities for proper handling of funds.
  18. Provides and arranges for proper notification to student athletes on local, league and state athletic eligibility requirements.
  19. Prepares and submits reports pertaining to the athletic program.
  20. Arranges for printing and distribution of athletic schedules.
  21. Submits proper forms to CIAC.
  22. Maintains eligibility rules and submits certified lists to CIAC.
  23. Be the vehicle through which all matters pertaining to athletics are brought to the attention of the principal.
  24. Performs such other duties that are consistent with the nature of the position and that may be requested by the principal and/or superintendent.
- VIII. Evaluation: Evaluation will be conducted by the principal and reviewed by the superintendent in accordance with the performance responsibilities.



**11.13 TERMINATION OF COACHES STATUTE**

Local and regional boards of education that employ athletic coaches shall require the coaches' immediate supervisor to evaluate such coaches on an annual basis and to provide such coaches with copies of such evaluations.

Any local or regional board of education acting directly, or through its duly authorized agent, that terminates or declines to renew the coaching contract of an athletic coach who has served in the same coaching position for three or more consecutive school years shall inform such coach of such decision no later than ninety (90) days after the completion of the sport season covered by the contract. Such coach shall have an opportunity to appeal such decision to the local or regional board of education in a manner prescribed by such local or regional board of education. Nothing in this subsection shall prohibit a local or regional board of education from terminating the coaching contract of an athletic coach at any time (1) for reasons of moral misconduct, insubordination or a violation of the rules of the board of education, or (2) because a sport has been canceled by the board of education.

For the purposes of this section, "athletic coach" means any person holding a coaching permit who is hired by a local or regional board of education to coach for a sport season.

Adopted on June 8, 2004  
Connecticut State Legislature

## 12.0 SEASON LIMITATIONS

	Page
12.1 Compliance with CIAC Weekly Limitations on “Outside” Competition ...	1
12.2 First Day of the Week .....	1
12.3 Game Limitations / Season and Week .....	1
12.4 Game Limitations / League Playoffs .....	1
12.5 Game Limitations and Practice Dates .....	2
A. Boys 2004-2005 .....	Appendix F
B. Girls 2004-2005 .....	Appendix G
C. Boys 2005-2006 .....	Appendix H
D. Girls 2005-2006 .....	Appendix I
E. Boys 2006-2007 .....	Appendix J
F. Girls 2006-2007 .....	Appendix K
12.6 Religious Holidays and School Activities .....	2
12.7 Season Limitation and Practice Date Policy .....	2
A. Introduction .....	2
B. Establishment of the Committee .....	2
C. Criterion to be Used by CIAC in the Establishment of Dates .....	3
D. Rationale for New Policy .....	3
12.8 Specialization of Sports at an Early Age .....	4

**12.1 COMPLIANCE WITH CIAC WEEKLY LIMITATIONS ON “OUTSIDE” COMPETITION**

With increased frequency athletes are competing in approved “outside” competition over a two or three-day period. In most cases where this happens a participant would qualify on the first day and then compete again on the second and/or third day.

A competitor competing in a one, two or three day outside meet/tournament shall have that meet/tournament count as one of the allowable weekly competitions.

When a two or three day meet is conducted on both a Saturday and Sunday, a choice may be made as to which week it will count as one of the allowable weekly CIAC competitions.

If a one, two or three day outside meet/tournament is conducted within one week, the one charged weekly competition must be counted within that week.

**12.2 FIRST DAY OF THE WEEK**

Sunday is to be considered the first day of a calendar week under CIAC regulations and policies governing number of games per week for all sports or number of “outside-of-CIAC” practice hours per week for gymnastics, tennis and swimming.

**12.3 GAME LIMITATIONS / SEASON AND WEEK**

The limit in the number of games per season is to exclude games played with alumni and games in CIAC-sponsored tournaments, and league sponsored and administered playoff games. The limit of games per week is to exclude postponed games, one league playoff game and games played in CIAC-sponsored tournaments.

**12.4 GAME LIMITATION / LEAGUE PLAYOFFS**

- A. A maximum of one (1) league playoff game may be excluded from the weekly limitations per season.
- B. League tournament games will count for CIAC tournament qualifications under the following conditions:
  - \* Game(s) must be included in the maximum regular season game limitations for the sport.
  - \* Game(s) must be listed on the regular season schedule submitted to the CIAC in accordance with the time lines established by CIAC sports committee. Those contests should be identified by the title of the tournament in which the team may qualify.
  - \* Game(s) must be played prior to the last day established by the CIAC for tournament qualifications.
  - \* Game(s) played as a third contest with another team during the regular season will not count for tournament purposes.
- C. League tournament games will not count for tournament qualifications under all other conditions.

## 12.5 GAME LIMITATION AND PRACTICE DATES

2004-2005 Boys -- See Appendix F

2005-2006 Boys -- See Appendix H

2004-2005 Girls -- See Appendix G

2005-2006 Girls -- See Appendix I

2006-2007 Boys -- See Appendix J

2006-2007 Girls -- See Appendix K

## 12.6 RELIGIOUS HOLIDAYS AND SCHOOL ACTIVITIES

The Board of Directors has been asked on many occasions to provide direction to its membership regarding the scheduling of school activities so as not to conflict with religious holidays. The Board of Directors advises that it is not within its province to oversee the school calendars of the individual school districts throughout the state. In planning CAS-CIAC state activities the Board attempts to avoid conflicts with major religious holidays, CEEB testing dates, or other major activities of statewide importance. The Board, therefore, urges that the individual schools be sensitive to the social and religious mores of their individual communities and that they plan their school and student activities calendar so as not to conflict with the extra-school needs of large numbers of students, or to place them in the extreme position of having to choose between their religion and a major school activity.

## 12.7 SEASON LIMITATION AND PRACTICE DATE POLICY

## A. Introduction

The CIAC Board of Control on November 20, 1980, voted to implement a policy on Standardizing Season Calendars for all CIAC sports effective with the 1981-82 school year. The policy was developed by an ad hoc committee whose members represented the Connecticut Association of Athletic Directors, Connecticut High School Coaches Association and the CIAC, and was under the leadership of Chairman Art Kohs, Athletic Director, Xavier High School, Middletown. Prior to receiving CIAC Board of Control approval it was overwhelmingly endorsed by CAAD, CHSCA and individual CIAC sports committees.

The policy resolves the vast majority of CIAC's concerns relative to the establishment of calendar dates for the operation of all sports programs. The establishment of a standing committee whose responsibility it will be to regulate all dates for all sports will provide the type of impartial comprehensive coordination the CIAC has recognized as a need as its programs and tournaments continue to increase in number and complexity.

## B. Establishment of a Committee

The CIAC Board of Control has established a committee composed of people who have expertise and experience in the operation and administration of athletic programs, to be known as the CIAC Committee on Seasons Limitations whose function it will be to:

1. Establish all starting and closing dates for all sports in as equitable a manner as possible. This shall be scheduled a minimum of three years in advance.
2. Deal with any concerns which are related to these dates.
3. Establish the specific seasons sports are to be played after seeking the advice of the relevant CIAC sports committee.

Note: All seasonal sports will begin at the same time with the exception that girls basketball and ice hockey will begin the Monday before Thanksgiving. (Tournaments for these sports will be conducted one week earlier than other winter sports.) Football conditioning practice will be scheduled five days before the first fall practice date.

**C. Criteria to be Used by CIAC Committee on Seasons Limitations in the Establishment of Dates**

1. Closing dates for all regular season contests, and state competition in one season will be completed before practice begins for the following sports season, except for football. Consistency in establishing starting and closing dates in all sports is important.
2. All sports will have a minimum of fourteen practice days before the date of the first scheduled competition. Sundays do not count as a day of practice. Saturdays and holidays may be used as practice days unless prohibited by local board policy or the CIAC committee on Seasons Limitations.
3. The starting dates for practice will be:
  - a. Fall Season -- Two Saturdays before Labor Day, except football (Note 3.b. above)
  - b. Winter Season -- Monday following Thanksgiving Day, except girls basketball and ice hockey (Note 3.b. above)
  - c. Spring Season -- Monday following the final weekend of CIAC boys basketball tournament

Calendars will show, on a seasonal basis, the starting dates for practice and interschool competition, the closing dates for the regular season and the final dates for post season competition. It will be the responsibility of the seasons limitations committee to set the limits regarding maximum games per season, games per week, and date when tournament forms are due.

**D. Rationale for New CIAC Policy**

1. Eliminates much of the unnecessary overlapping of sport seasons.
2. Demonstrates consistency in starting and ending dates for all sports seasons while maintaining the present regulations with regard to the number of practice days, length of season and length of tournaments. Exception: football and boys basketball.
3. Affords schools the opportunity to utilize coaches in consecutive sports seasons.
4. Establishes a CIAC committee to deal exclusively with seasons limitations.
5. Eliminates hours of discussion and debate by the CIAC Board of Control and sports committees concerning the setting of dates, and in many instances, the subsequent changing of them.
6. Facilitates securing tournament sites on a long-range basis and will facilitate multi-year agreements.
7. Affords student-athletes the opportunity to pursue a variety of activities without being placed at a disadvantage.

**12.8 SPECIALIZATION OF SPORTS AT AN EARLY AGE**

Specialization in one sport during the middle level and high school years, to the exclusion of most others, and too often at the expense of other equally valuable and wholesome activities, is at variance with the basic philosophical premise of American education, which seeks to produce well-rounded individuals with interests and abilities in many areas. Students should be discouraged from devoting all their energies and time to a single sport, but rather should be encouraged to allow themselves the experience of more than one sport. Boards of education should advocate and enact policies which encourage students to seek broadly based athletic experiences as well as broadly based academic programs. The school athletics program as well as community based athletic programs must be kept in perspective as providing experiences of many kinds for our youth.

The objective of the greatest possible personal growth of the student is best served by a varied program of activities, academic and athletic, which keeps proper perspective on the total development of the youngster from adolescence to adulthood, and which allows the student to do and be other things as well. School boards, school administrators, athletic directors, coaches, community recreation personnel and the parents of the student-athlete all have the responsibility of insuring that the student is afforded opportunities in several areas.

The formative years should be a time of growing in mind and body, a time of expanding horizons and outlook, not of specialization and narrowing of interests.

APPENDIX A

**2003-04 SPORTS PARTICIPATION SURVEY**

Senior High Schools

Public Member High Schools: 159

Non-Public Member High Schools: 18

Sport Participants	Boys Participation		Girls Participation	
	Schools	Participants	Schools	Participants
Baseball	170	5,775		
Basketball	173	5,122	174	4,263
Cross Country	158	2,992	151	2,294
Field Hockey			73	3,322
Football - 11 player	130	9,032		8
Golf	156	1,930	32	443
Gymnastics			60	430
Ice Hockey	65	1,770		17
Lacrosse	61	3,192	56	2,584
Soccer	169	6,515	148	5,255
Softball - Fast Pitch			171	4,670
Swimming & Diving	89	1,569	91	2,999
Tennis	139	2,182	135	2,896
Indoor Track & Field	126	3,636	121	3,572
Outdoor Track & Field	159	5,955	155	5,640
Volleyball	36	728	143	3,751
Wrestling	115	2,543		63

RULES OF ELIGIBILITY AND CONTROL FOR BOYS AND GIRLS HIGH SCHOOL ATHLETICS  
IN CONNECTICUT (ARTICLE IX -- CIAC By-laws)

*As Adopted by*

THE CONNECTICUT INTERSCHOLASTIC ATHLETIC CONFERENCE, INC.

Effective July 1, 2004

These rules apply in every athletic contest in all CIAC-controlled sports listed in Section VIII of this code in which a member school participates, regardless of opponent. These are minimal regulations of the CIAC. All levels of play of CIAC-controlled athletic contests including varsity, junior varsity, freshmen or sports clubs representing any member school in interscholastic competition shall conform to the eligibility rules of the CIAC. Athletic teams are made up entirely of boys or entirely of girls; or are as otherwise provided in Section IV, paragraph F.

### **I. SCHOLARSHIP**

For purpose of this rule the term "unit" refers to the traditional Carnegie Unit. A Carnegie Unit is herein defined as "200 minutes of recitation during a period of five consecutive school days for an entire school year". Principals may equate any course offering with the Carnegie Unit, no matter what the scheduling pattern, by referring to the following: if a course is scheduled a minimum of 200 minutes during a period of five consecutive school days for a traditional nine-week marking period and awards at least 1/4 credit for that period, including independent study, that course should be considered one-quarter of a Carnegie Unit of work; mini-courses, tri-semester courses, alternative school programs, shared time programs, D.E., D.W.E., and other cooperative community programs must meet the minimum time and credit requirements above to be considered a quarter of a Carnegie Unit of work.

A. To be eligible for fall sports a student must have received credit toward graduation at the close of the school year preceding the contest in at least four (4) Carnegie Units of work or its equivalent for which he or she has not previously received credit. "Equivalent" is any number of courses which are equal to one Carnegie Unit. Credit must be earned during the same academic year.

Through the PPT process or Section 504 meeting, the principal will make a determination on what constitutes an identified student's equivalent of four (4) Carnegie Units of credit for athletic purposes. To this end, the principal shall rely on the student's most recent IEP or Section 504 Plan to make the determination. A student enrolling in ninth grade for the first time will be eligible for the first grading period regardless of the previous academic achievement. Thereafter, in order to be eligible, a student in grades 9-12 must meet the requirements found in Rule I.B.

B. A student cannot at any time represent a school unless taking at least four quarter Carnegie Units of work or its equivalent. During the school year a student must have received a passing mark in at least four (4) quarter Carnegie Units of work or its equivalent at the end of the regular marking period next preceding the contest. Student eligibility will be determined for all students on the date that report cards are distributed or on the fourteenth calendar day following the end of the marking period, whichever comes first. No Carnegie Unit or equivalent for which the student has already received credit shall be included in those required by this rule.

C. If computer, arena, or hand scheduling assigns an athlete less than four quarter Carnegie Units or equivalent of work in a marking period, that student is ineligible unless additional courses needed are added to the schedule.

D. Scholastic failures cannot be made up for eligibility

purposes in any manner until the next report, except that credits earned during the summer by any regularly approved board of education procedure will be accepted for the purpose of determining the eligibility of students desiring to participate in the athletic program of the school in September. Scholastic incompletes must be made up within ten (10) school days following the date that student eligibility was determined for the respective marking period as defined above. Incomplete grades are not to be considered as passing grades.

It should be understood that the above regulations are minimal and do not prohibit a school from establishing more rigid eligibility standards.

Marking period grades (not semester grades) are to be used in determining scholastic eligibility to participate in interscholastic athletics during any given marking period. To be eligible for fall sports, a student must have received credit toward graduation of four (4) Carnegie Units of work for which he has not previously received credit. The final academic grade average determines fall eligibility. Semester courses or mini courses completed earlier in the school year may be counted toward the four (4) units used in determining eligibility for fall season. Year-end failures may be made up through successful completion of LEA approved summer school work in courses failed.

### **II. STUDENT ELIGIBILITY**

A. The student shall be a member of that school in grade 9, 10, 11 or 12. A graduate from any secondary school is ineligible. In local public school districts where grade 10-12 high schools exist, 9th grade students in a public JH/MS school, with local public school district approval, may participate at the local public school, where grades 10-12 exist. No student below grade 9 is allowed to practice or participate in any CIAC controlled sport. All situations which are not covered by this rule are to be referred in writing to the CIAC Board of Control prior to participation. HOME SCHOOLED STUDENTS: Eligibility to participate in interscholastic athletics is not to be extended to any student whose program is not under the direct supervision of a CIAC member school. This prohibition includes any recognition by member schools of home schooling as school district sponsored "alternative programs." Alternative programs, for the purposes of interscholastic athletics, are only to be recognized if they are developed by and function under the direct control of the local school system to serve the educational needs of a targeted group of students. Such programming generally relates to modifications in existing courses or placement in an alternative school which a district may sponsor and is available to all eligible students. CHARTER, MAGNET, REGIONAL COOPERATIVE, INTER-DISTRICT SATELLITE SCHOOL STUDENTS: Eligibility to participate



in interscholastic athletics at the sending school or school from which he/she would normally matriculate is extended to any student when the school does not provide any interscholastic athletic program. (1) The above listed alternative schools must be state authorized. (2) The above listed alternative schools need not be members of CIAC in order for their athletes to be allowed to play for the sending (home) school. (3) The principal of the CIAC member school at which the athlete would normally matriculate has the right to make the decision on the acceptance of these students in his/her athletic programs. The CIAC will allow such participation. However, the CIAC member school must approve of such participation before an alternative school athlete can participate. (4) The CIAC member school which accepts students from state approved alternative schools will be fully responsible for determining their eligibility status. An ineligible player from an alternative school will have the same impact on the status of the team from which he/she plays as all other athletes. (5) The CIAC will evaluate the eligibility of an alternative school athlete in the same manner that it now handles all other athletes. Student athletes from the alternative school shall comply with all eligibility requirements of the sending school. Eligibility to participate in interscholastic athletics at the sending school or school from which he/she would normally matriculate is NOT extended to any student when the receiving school does provide an interscholastic athletic program regardless of its offerings.

The student must have been in membership at a secondary school for at least twelve (12) school weeks immediately preceding the time of participation, or regularly admitted from an elementary, middle, or junior high school within ten (10) school days from the opening of the succeeding school term. The time of summer vacation spent in summer school or private tutoring shall not be counted in the required twelve (12) weeks of school membership.

B. The student shall not have reached his or her nineteenth (19) birthday, except that a player who reaches his or her nineteenth (19) birthday on or after July 1, shall be eligible to compete during the ensuing school year if he or she is otherwise eligible. No student who has been enrolled in grades 10, 11 or 12 inclusive in any school (member or non-member) shall participate in the same branch of athletics for more than three (3) seasons. Participation is defined as being a member of an athletic team in one or more interscholastic athletic contests during a season.

C. A student who transfers from a school to a CIAC member school during grade 10-11, or 12 without at the same time changing legal residence to another school district or school service area, or satisfying at least one of the following requirements must complete at least one year (365 days) of approved membership before being eligible for interscholastic competition in the same sport in which he or she was a participant in the present or preceding season during grades 10, 11 or 12 on the junior varsity or varsity team. (Legal residence is defined as location of legal guardian.) (1) A student who transfers after not less than a 90 calendar day membership from a nonmember school to a member school and resides with a parent or legal guardian and satisfies Rule IIA. (2) A student who is a ward of the court or state and is placed in another school district or school service area by court order. Guardianship other than court administered does not fulfill this requirement. (3) A foreign exchange student who is placed in a member school by an exchange program approved by CSIET. Also, a student not in an approved CSIET exchange program

who has NOT participated in an organized sports program, equivalent to or on a higher level than CIAC high school programs. (4) A student who marries and establishes a new residence in another school district or school service area. (5) A student who transfers to another school because his or her school ceases to operate. (6) A student who transfers to another school as the result of a reorganization, consolidation or annexation of his/her school in the district where he/she resides. (7) A student ordered transferred within a school system, for other than athletic purposes, by a board of education or the governing body of a private or parochial school system. Transfer must take place within the same school system. (8) A student who, because of the divorce or separation of his/her parents or because of the death of a parent or legal guardian, moves into another school district or school service area or retains the same residence with one of the aforementioned parents and a parent(s) certifies the reason for the move as it relates to the divorce/separated parents or because of the death. For purposes of eligibility, transfer is permitted once per twelve month period which commences on the date of said transfer and must be approved by the CIAC Eligibility Committee before the student competes in interscholastic athletic competition. (9) A student eighteen (18) years or older but not 19 before July 1, who moves from one school district or school service area to another without being with a parent or parents and resides within the school district or school service area and complies with local board of education residency requirements will be eligible for participation. The transfer will be permitted once per twelve month period which commences on the date of said transfer and must be approved by the CIAC Eligibility Committee. (10) A student who completes the last grade available in the school system previously attended. (11) A student entering into a board of education approved exchange program between CIAC member schools for less than a full academic school year will retain interscholastic athletic eligibility with the sending school. (12) A student who transfers because the sending school discontinues a sport maintains athletic eligibility in any sport discontinued by the sending school, but is subject to the transfer rule in all sports not discontinued by the sending school. Such transfer will be permitted once per twelve month period commencing on the date of transfer and must be approved by the CIAC Eligibility Committee. (13) A special needs student, as identified by an IEP or 504 Plan, may transfer without loss of eligibility if the principal of the sending school attests in writing that the school is unable to provide the support services necessary for the student's academic success. Such transfer will be permitted once per high school career and must be approved by the CIAC Eligibility Committee. (14) Athletes will be permitted to transfer once they enter grade 10 to participate in any public school open choice plan enacted by the State Legislature or any state authorized charter, regional, cooperative, inter-district satellite, magnet or other public school choice options. Transfers may only take place once during grades 10, 11, and 12 except that (a) students who choose to return to the school to which they would have been normally assigned by the board of education or would have been able to attend through established procedures will retain their eligibility, (b) if a new charter, regional cooperative, inter-district satellite, magnet or other public school open choice option receives state approval subsequent to the year of a transfer, the athlete may transfer to that school without loss of eligibility. (15) When for educational reasons and awaiting occupancy of a new residence a student enrolls at a new school

at the beginning of a new year or semester, eligibility will begin on the date the family actually transfers residence. Approval must be granted by The CIAC Eligibility Committee and can occur not more than once during each school year. (16) When for educational reasons a parent or legal guardian moves to a new school district, the student, to gain eligibility at the new school without establishing a 365 day period of attendance, must transfer his/her enrollment simultaneously with the transfer of residence of parent or legal guardian, or no later than the beginning of the next school year. (17) A member school student returning from any foreign exchange program may resume interscholastic competition at the point of reentry without receiving credits towards graduation provided the student meets all other requirements relative to age, years of eligibility, etc.

(18) Hardship-Eligibility may be granted to a transfer student who does not meet the CIAC Transfer Standard when sufficient evidence, as determined by the CIAC Eligibility Committee, is provided to show that it was necessary for the student to transfer because of unforeseen, unavoidable, or unusual circumstances including, but not limited to, broken home conditions, terminal or serious illness of parent or sibling, death of a parent or guardian, abandonment, loss of school accreditation, bankruptcy and/or loss of principal income of legal guardian(s), and provided the transfer was not for athletic reasons and there was no undue influence. Hardship is defined as an unforeseeable act, condition or event which may not reasonably and/or practically be avoided or corrected and which causes the imposition of a severe burden upon the student or his/her family. A hardship situation may be a situation which is unique to the student or his/her family which could not have been predicted, which does not apply to others in a similar setting, and over which the family has no control. (19) A student in grades 10, 11, or 12 who does not qualify for the transfer rule requirements 1 through 18 will be granted eligibility by application to the CIAC Eligibility Committee if the following are satisfactorily completed: After a period of 30 calendar days from the date of the first allowable play date following date of enrollment (first day of attending classes) in the receiving school for the affected sport, or from the date of the first school contest after the date of enrollment, if entry is after the first allowable play date, eligibility will be granted to a student who has participated (i.e., actually played in a CIAC-approved contest) at the JV or varsity level of play at any time during the present or preceding year at the sending school, who does not otherwise qualify for any of the above exceptions and when both the sending and receiving school principals sign a CIAC transfer waiver form certifying to the best of their knowledge that the student has not transferred for athletic reasons.\* If the season ends\*\* before the thirty(30) calendar days have been completed, any remaining days of ineligibility shall be satisfied from the first allowable play date of the present school's regular season in that sport during the next school year unless he/she is a multi-sport athlete. In these cases, the remaining portion of the 30 calendar days will be served successively.

To qualify for the provisions of this section, a student must be a member of the team during the season in which the 30 day wait period is applied.

\* A transfer for athletic reasons is defined as but not limited to:

- a. Seeking a change to a new school due to inducement or recruitment to play a sport.
- b. Seeking a superior athletic team.

- c. Seeking relief due to a conflict with the philosophy or action of an administrator, teacher or coach relating to sports.
- d. Seeking a team consistent with the student's athletic abilities.
- e. Seeking a means to nullify punitive action by the sending school for athletic reasons.
- f. Seeking to escape academic or other ineligibility at the sending school due to the school's academic standards.

\*\* Season ends on the last date to count for tournament play. Tournament play does not count toward the 30 calendar days.

(20) A student whose parents move out of the district anytime after he or she becomes a grade 10 student may continue to be eligible in the same school provided enrollment is continuous (unbroken) in the same school.

RESIDENCY- The fact that guardianship papers have been issued, placing a student under the control of a person or persons other than his/her parent(s), does not establish eligibility in the district of the guardian unless such papers are issued through a probate court judge. Residence with and support by any individual or individuals for a period of one calendar year does establish the residence of that individual or individuals as the residence of the student for athletic purposes.

D. A student shall not participate in or represent his or her school in more than one sport after the date of the first contest in that sport season, nor may that student represent more than one school during a season unless the student satisfies the conditions of Eligibility Rule II.C.

The school season is defined as the period between the date officially designated by the CIAC as the beginning of the season for that sport and the close of the postseason CIAC Tournaments, except for those teams and/or athletes qualifying for the New England Tournaments. The conclusion of the New England Tournaments will be the end of the season for these teams and/or athletes. In the case of a sport in which the CIAC does not sponsor a tournament, the three (3) sports seasons shall be defined as follows: Fall---the Monday of the week immediately preceding Labor Day to December 2, inclusive; Winter---November 1 to April 1; Spring---March 15 to the end of the school year.

E. A student who is a member of a school team after the first scheduled tournament, meet or game in any season shall not participate with an outside team, or participate as an individual in non-CIAC tournaments, meets, tryouts, skills assessment or games in the same branch of athletics. After the first tournament, meet or game of the CIAC seasons a student competing or practicing with a non-CIAC team or as an individual in non-team sports is not eligible to become a member of the CIAC team or squad in the same branch of athletics. Exceptions to Rule II.E. are: (1) Participation in parent/child tournaments and caddy tournaments. (2) Swimming, tennis, gymnastics -- a student may practice but not compete with a non-CIAC team or as an individual during the season as long as such practices do not interfere with or replace member school practices.

F. A student shall not participate as a member of a team or as an individual in competition from which he or she receives personal economic gains because of his or her athletic skill.

A student shall always participate under his or her OWN NAME.

G. A student shall not participate in a post-season contest as a representative of his or her school except as provided in Article VII Section A, of the CIAC By-laws.

H. Requests for exceptions to the eligibility rules (including the Transfer Rule) and related appeals to the Eligibility Review Board may be considered only after the actual transfer to the new school has taken place.

### III. PENALTIES

Violations of any sections of Rule II (Student Eligibility) shall mean that the student is suspended from all interscholastic athletics until he or she shall have been reinstated by the Board of Control of the CIAC.

A student of any member school of the CIAC may be barred from participation in athletic contests for violation of the CIAC By-laws. A student against whom a charge or protest has been filed shall have the privilege of having his or her case presented by his or her principal at the next scheduled meeting of the Board of Control.

### IV. GENERAL PROCEDURES

A. If a team uses an ineligible player, the game, whether won or lose, shall be counted, at the discretion of the CIAC Board of Control, as a defeat for the team on which the ineligible player played. For the opposing team such a game shall be counted as a victory. All such games shall be counted on the schedule of both teams as games played.

B. No member of the administration or teaching staff of a member school shall engage in, or cooperate in negotiations to induce a potentially eligible student to engage in professional sports, or to sign a contract before graduation or before leaving school. In case of violation the school will be issued a warning in writing for the first offense and be subject to suspension for the second offense.

C. 1. A member school or any affiliated person or organization of that school may not recruit a student for athletic purposes. 2. Recruiting is the use of undue influence and/or special inducement by anyone associated with a school in an attempt to encourage a prospective student to attend or remain at that school for the purpose of participating in interscholastic athletics. Refer to CIAC By-law Art. X, Recruitment.

D. Within two (2) school days after the first game of each sport, the principal shall sign and submit to the Executive Director of the CIAC, for each sport, a typed, alphabetical list of students by name, date of birth, grade, school last attended (if a transfer student defined under II, C.), certifying that these students are eligible for that season. As changes occur in eligibility they must be submitted within two (2) school days, to the Executive Director. Failure to comply with this rule may be cause of probation. ALL questions of eligibility verification must be referred to the Executive Director.

E. The headmaster or principal of each member school agrees that the interpretation of these eligibility rules made by the Committee on Eligibility Rules of the Connecticut Interscholastic Athletic Conference shall be final, subject only to review by the Board of Control of the Conference.

F. Girls may participate on boys teams. Girls may participate on either a girls team or a boys team in the same sport, but not both, within a time period of one school year. However, a member school has discretion to exclude girls from boys teams when it can demonstrate that its overall sports program does not limit athletic opportunities for girls.

Girls who participate on boys teams may enter either the

boys or the girls state tournament, but not both. Boys may not participate on girls teams.

G. On the eve of a tournament when there is not sufficient time for normal administrative procedures if a question of students or team ineligibility arises the Executive Director of CAS, in consultation with the CIAC Eligibility Committee and the Chairman of the tournament in question, will make an appropriate ad hoc decision in consideration of the best interests of the tournament as a whole.

### V. SANCTIONS

For these rules of eligibility and control the following definitions shall be used by the CIAC Board of Control:

PROBATION--A period of trial during which the school is monitored to determine compliance with the requirements of CIAC regulations.

PROHIBITION--The school cannot participate in any CIAC- sponsored meets or tournaments.

SUSPENSION--A school is removed from the CIAC and has the status of a non-member in all activities.

FINE--Punitive monetary fines not to exceed \$10,000 may be imposed.

VI. EXCEPTIONS Requests for exceptions to the eligibility rules must be made according to Article VIII. Section B., 4., of the CIAC By-laws.

VII. APPEALS Any appeals from the decisions of the Eligibility Committee must be made according to Article VIII. Section B., 6., of the CIAC By-laws.

### VIII. LIST OF CIAC-CONTROLLED ATHLETIC

ACTIVITIES GIRLS ACTIVITIES		
Fall	Winter	Spring
Cross Country	Basketball	Golf
Field Hockey	Gymnastics	Lacrosse
Soccer	Indoor Track	Outdoor Track
Swimming		Softball
Volleyball		Tennis

BOYS ACTIVITIES		
Fall	Winter	Spring
Cross Country	Basketball	Baseball
Football	Hockey	Golf
Soccer	Indoor Track	Lacrosse
	Swimming	Outdoor Track
	Wrestling	Tennis
		Volleyball

IX. EFFECTIVE DATE These rules shall be in effect on, and after July 1, 2004.

X. For the rule interpretations, Sunday is considered the first day of a calendar week.

## CONNECTICUT INTERSCHOLASTIC ATHLETIC CONFERENCE

30 Realty Drive, Cheshire, Connecticut 06410  
Telephone (203) 250-1111 / Fax (203) 250-1345

To CIAC Student Athletes:

The CIAC has provided this document so that you, the student athlete, might have the means to be informed both of the CIAC bylaws and your rights under those bylaws. This is also your personal copy of the Rules of Eligibility and Control with which all member schools and their athletes are required to comply. You and your parents or legal guardian are strongly urged both to read this document carefully to acquaint yourselves with the important information it contains, and to save it for future reference. This document does not purport to list all CIAC athletic policies or regulations. Those can be found in the CIAC Handbook, a copy of which has been distributed to all member high schools.

### ATHLETES' RIGHTS OF DUE PROCESS

There may come a time when, because of special circumstances, an athlete either commits an act, or fails to perform a duty, which results in his/her being declared ineligible to compete in a high school sport. In some cases, exceptions to the eligibility rules can be granted. All athletes have the right to the due process procedures listed below in seeking to have their eligibility restored.

- Step 1. The athlete should first discuss the matter with the appropriate coach or athletic director. If it is felt that the circumstances of the case warrant a request for the exception to the rule, the high school principal should be informed.
- Step 2. The high school principal then requests in writing to the CIAC Eligibility Committee that the matter be examined and an exception granted. Address of the committee: 30 Realty Drive, Cheshire, CT 06410.
- Step 3. The CIAC Eligibility Committee will examine the facts of the case at its next regular meeting. The committee has the right to require that medical reports and/or other relevant documentation be provided.
- Step 4. If the appeal is denied, the student's ineligibility remains in force for the period required in the regulations. The school has the right to request a hearing on the denial before the Eligibility Review Board. If the Eligibility Committee decides that the circumstances of the case merit an exception, the matter will be forwarded to the Eligibility Review Board. In both cases the Eligibility Review Board will conduct a full hearing on the matter at its next scheduled meeting. Meeting time lines will be followed. At that time, the athlete, parents of the athlete, school representatives, and any other persons that may help to represent the athlete's case may appear and present evidence before the Eligibility Review Board. The Board has the right to require presentation of medical reports, financial data or other relevant documentation.
- Step 5. The Eligibility Review Board will, following a full hearing and proper consideration of the facts of the case, render its decision, either to grant or deny the requested exception or to uphold the decision of the Eligibility Committee. If the exception is granted, the athlete's eligibility is restored immediately and retroactively. If it is denied, the student's eligibility remains in force for the period required in the regulations.

In all matter of athletic eligibility, the decision of the Eligibility Review Board are final except where the CIAC Board of Control reserves the right to review and act upon those cases which the Board of Control considers worthy of its attention.

**Appendix C**

**2004-2005**

**UNIFORM ELIGIBILITY LIST FORM**

**NOTE: THIS FORM MUST BE  
COMPLETED VIA THE CIAC  
ON-LINE ELIGIBILITY CENTER**

APPENDIX D

CONNECTICUT INTERSCHOLASTIC ATHLETIC CONFERENCE

30 Realty Drive, Cheshire, Connecticut 06410  
Telephone (203) 250-1111 / Fax (203) 250-1345  
Web site -- casciac.org

**PROTEST FORM**

CIAC ELIGIBILITY PROTEST FORM  
(See CIAC By-laws, Article VIII, Section B.3.)

To: Michael H. Savage, Executive Director  
CAS-CIAC, 30 Realty Drive, Cheshire, CT 06410

\_\_\_\_\_ High School hereby enters a protest against  
\_\_\_\_\_ High School for violation of Eligibility Rule

\_\_\_\_\_  
(Specify rule, section and paragraph)

SPECIFIC DETAILS BELOW: (Names, dates, places, etc.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Name of Principal

\_\_\_\_\_  
Name of Coach

\_\_\_\_\_  
Name of Athletic Director

\_\_\_\_\_  
Name of School Filing Protest

\_\_\_\_\_  
Date Protest Filed



ALL-SPORTS NATIONAL HIGH SCHOOL RECOGNITION APPLICATION

NATIONAL FEDERATION OF STATE HIGH SCHOOL ASSOCIATIONS  
11724 Plaza Circle, P. O. Box 20626, Kansas City, MO 64195 (816/464-5400)



Please complete all information below. Please type or print. Application must be completed in full for consideration by the National High School Records Committee. One application per mark or performance. If more than one mark or performance, please include comprehensive list and attach to application. Applications are invited for all performances which might be considered for inclusion in the National High School Sports Record Book, whether as a new national record or for listing among the top performances in a particular category. Track and field and swimming and diving performances require special applications available only from the National Federation.

This application must be forwarded to the home State High School Association for its endorsement. Required along with the application are newspaper accounts of the performance and any other material (i.e., scorebooks, etc.) that can help certify and document the performance. Photographs of the performance and of the individuals or teams involved are requested.

The application should be forwarded to the State High School Association as soon after the performance (single game) or completion of season (season or career marks) as possible. Applications received more than 28 days after the performance or completion of season may be too late for inclusion in the next edition of the Record Book.

The State High School Association, after its recommendation, will forward the application and other required material to the National Federation office marked Attn: National Records Committee.

Performances must be established in competition conducted in compliance with the eligibility rules of the State High School Association(s) involved and all National Federation playing rules for the sport involved if the National Federation publishes a rule book for that sport, unless in the judgement of the Records Committee the different rules of play do not significantly give advantage to the establishment of the record performance.

THIS APPLICATION IS FOR: NATIONAL RECORD  NEW PERFORMANCE LISTING  LISTING UPDATE

RECORD APPLICANT \_\_\_\_\_  
(List full name of individual and school)

PRESENT HOME ADDRESS \_\_\_\_\_  
Street City, State Zip

SCHOOL ADDRESS \_\_\_\_\_  
Street City, State Zip

HOME PHONE \_\_\_\_\_ SCHOOL PHONE \_\_\_\_\_  
(area code) (area code)

AGE (when performance was attained) \_\_\_\_\_

GRADE IN SCHOOL (when performance was attained) \_\_\_\_\_

SPORT \_\_\_\_\_ DATE OF PERFORMANCE \_\_\_\_\_

SITE OF PERFORMANCE \_\_\_\_\_  
Facility City, State Zip

PERFORMANCE (Give full details and please be specific) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

FINAL SCORE or STANDINGS (if applicable) \_\_\_\_\_

OPPONENT \_\_\_\_\_  
Give full name of individual (as in wrestling) or school (as in baseball)

OPPONENTS SCHOOL ADDRESS \_\_\_\_\_  
Street City, State Zip

APPLICANT ENDORSEMENT

I submit this application for recognition in the **National High School Sports Record Book**. All facts contained herein are duly certified. I realize any inaccuracies could disqualify the mark or performance from recognition. It is also understood that, although the National Records Committee may approve this performance for inclusion in the **National High School Sports Record Book**, the passing of time and the continuing improvement in high school athletics might cause the performance to be deleted from the next edition of the Record Book.

I grant to the National Federation the right to publicize this performance in any and all ways it wishes, including through the print, broadcast and television media.

The signature appearing below should be the: (1) individual involved if an individual mark is involved; or (2) the relay team captain or coach if a relay mark is involved; or (3) the coach if a coaching or team mark is involved.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

---

---

PRINCIPAL'S ENDORSEMENT

I hereby certify that applicant was, at the time of performance, eligible to represent \_\_\_\_\_ High School and that the performance was conducted as prescribed by the rules of the \_\_\_\_\_ State High School Association and the National Federation.  
home state

Name: \_\_\_\_\_  
(please print)

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

---

---

STATE HIGH SCHOOL ASSOCIATION ENDORSEMENT

I hereby certify that the facts contained on this application are, to the best of my knowledge true, that the signatures are authentic and valid, and that the competitor(s) and the schools involved in this performance were eligible to and did compete under the bylaws and rules of the \_\_\_\_\_ State High School Association and the National Federation.  
(state)

Full Name: \_\_\_\_\_  
(please print)

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

---

---

RECORDS COMMITTEE ACTION

The National Records Committee hereby accepts/does not accept the performance listed here for inclusion in the National High **School Sports Record Book**:

Chairman: \_\_\_\_\_

Date: \_\_\_\_\_



APPENDIX F

**BOYS 2004-2005 CIAC GAME LIMITATIONS AND PRACTICE DATES**

<u>Sport</u>	<u>First Practice Date</u>	<u>Date of First Contest</u>	<u>Maximum Games Season</u>	<u>Maximum Games Per Week</u>	<u>Practice Days Required</u>	<u>Last Date to Count Tournament</u>	<u>Tentative Tournament Dates</u>
Cross Country	Aug. 28	Sept. 14	14	2	14 Days		Class Oct. 30; Open Nov. 5; NE Nov. 13
Football	Aug. 28 (Conditioning Aug 23)	Sept. 14	10	1	14 Days	Nov. 25†	Playoff Nov. 30, Dec. 4
Soccer	Aug. 28	Sept. 14	16	2 ***	14 Days	Nov. 4	Begin Nov. 6; Finals Nov. 19, 20
Basketball	Nov. 29	Dec. 15	20	2 *	14 Days	Mar. 1	Begin Mar. 5; Finals Mar. 18, 19
Ice Hockey	Nov. 22	Dec. 8	20	2 *	14 Days	Feb. 25	Begin Feb. 28; Finals Mar. 11
Indoor Track	Nov. 29	Dec. 15	14	2	14 Days		Class Feb. 11, 12; Open Feb. 19; NE Feb. 26
Swimming	Nov. 29	Dec. 15	18	2	14 Days	Mar. 5	Qual. Mar. 12; Class Mar. 15; Open Mar. 19
Wrestling	Nov. 29	Dec. 15	18 ** (** 8 of 18 may be multi-meets)	2	14 Days	Feb. 14	Class Feb. 18, 19; Open Feb. 25, 26; NE Mar 4, 5
Baseball	Mar. 21 (Conditioning Mar. 14)	Apr. 6	20	3	14 Days	May 26	Begin May 31; Finals June 10, 11
Golf	Mar. 21	Apr. 6	16	3	14 Days	June 1	All classes June 6 or 7
Lacrosse	Mar. 21	Apr. 6	16	2 ***	14 Days	May 28	Begin June 2; June 10, 11
Tennis	Mar. 21	Apr. 6	20	3	14 Days	May 26	Classes June 4, 7, 9; State June 11, 14, 15
Track	Mar. 21	Apr. 6	16	2	14 Days		Class May 31, June 1, 2; Open June 7; NE June 13; Decathlon June 14, 15
Volleyball	Mar. 21	Apr. 6	18	2 tri or 3 single	14 Days	May 26	May 31; Finals June 10, 11

Important Holidays

Labor Day	September 6, 2004
Columbus Day	October 11, 2004
Thanksgiving Day	November 25, 2004
Easter Sunday	March 27, 2005
Memorial Day	May 30, 2005

\* Exception: Three (3) games per week during vacation week (defined as four (4) consecutive vacation days during any given week).

† Postponed Thanksgiving Day games may be played on November 26 or November 27

\*\*\* May schedule two (2) non-consecutive three (3) contest weeks during the regularly scheduled season from weeks two through seven.

**Spring Football Practice** -- To start no earlier than the Friday before Memorial Day to extend for a maximum of ten (10) days. Spring practice cannot be continued beyond a schools' summer recess closing date. **In sub-varsity football only** -- each scheduling week begins on Saturday and ends on Friday.

APPENDIX G

**GIRLS 2004-2005 CIAC GAME LIMITATIONS AND PRACTICE DATES**

<u>Sport</u>	<u>First Practice Date</u>	<u>Date of First Contest</u>	<u>Maximum Games Season</u>	<u>Maximum Games Per Week</u>	<u>Practice Days Required</u>	<u>Last Date to Count Tournament</u>	<u>Tentative Tournament Dates</u>
Cross Country	Aug. 28	Sept. 14	14	2	14 Days		Class Oct. 30; Open Nov. 5; NE Nov. 13
Field Hockey	Aug. 28	Sept. 14	16	2 ***	14 Days	Nov. 4	Begin Nov. 8; Finals Nov. 19, 20
Soccer	Aug. 28	Sept. 14	16	2 ***	14 Days	Nov. 4	Begin Nov. 6; Finals Nov. 19, 20
Swimming	Aug. 28	Sept. 14	16	2 ***	14 Days	Nov. 6	Qual Nov. 13; Class Nov. 16; Open Nov. 20
Volleyball	Aug. 28	Sept. 14	18	2 tri or 3 single	14 Days	Nov. 4	Begin Nov. 8; Finals Nov. 19, 20
Basketball	Nov. 22	Dec. 8	20	2 *	14 Days	Feb. 23	Begin Feb. 26; Finals Mar. 11, 12
Gymnastics	Nov. 29	Dec. 15	14	2	14 Days	Feb. 21	Team & Ind. Feb. 25, 26; Open Mar. 5; NE Mar. 12
Indoor Track	Nov. 29	Dec. 15	14	2	14 Days		Class Feb. 11, 12; Open Feb. 19; NE Feb. 26
Golf	Mar. 21	Apr. 6	16	3	14 Days	May 25	May 31
Lacrosse	Mar. 21	Apr. 6	16	2 ***	14 Days	May 28	Begin June 1; June 10, 11
Softball	Mar. 21	Apr. 6	20	3	14 Days	May 26	Begin May 31; Finals June 10, 11
Tennis	Mar. 21	Apr. 6	20	3	14 Days	May 26	Class May 31, June 1, 2, 3; Ind. June 4
Track	Mar. 21	Apr. 6	16	2	14 Days		Class May 31, June 1, 2; Open June 7; NE June 11 Heptathlon June 14, 15

Important Holidays

Labor Day	September 6, 2004
Columbus Day	October 11, 2004
Thanksgiving Day	November 25, 2004
Easter Sunday	March 27, 2005
Memorial Day	May 30, 2005

\* Exception: Three (3) games per week during vacation week (defined as four (4) consecutive vacation days during any given week).

\*\*\* May schedule two (2) non-consecutive three (3) contest weeks during the regularly scheduled season from weeks two through seven.

APPENDIX H

**BOYS 2005- 2006 CIAC GAME LIMITATIONS AND PRACTICE DATES**

<u>Sport</u>	<u>First Practice Date</u>	<u>Date of First Contest</u>	<u>Maximum Games Season</u>	<u>Maximum Games Per Week</u>	<u>Practice Days Required</u>	<u>Last Date to Count Tournament</u>	<u>Tentative Tournament Dates</u>
Cross Country	Aug. 27	Sept. 13	14	2	14 Days		Class Oct. 29; Open Nov. 4; NE Nov. 12
Football	Aug. 27 (Conditioning Aug 22)	Sept. 13	10	1	14 Days	Nov. 24†	Playoff Nov. 29, Dec. 3
Soccer	Aug. 27	Sept. 13	16	2 ***	14 Days	Nov. 3	Begin Nov. 5; Finals Nov. 18, 19
Basketball	Nov. 28	Dec. 14	20	2 *	14 Days	Feb. 28	Begin Mar. 4; Finals Mar. 17, 18
Ice Hockey	Nov. 21	Dec. 7	20	2 *	14 Days	Feb. 24	Begin Feb. 27; Finals Mar. 10
Indoor Track	Nov. 28	Dec. 14	14	2	14 Days		Class Feb. 10, 11; Open Feb. 18; NE Feb. 25
Swimming	Nov. 28	Dec. 14	18	2	14 Days	Mar. 4	Qual. Mar. 11; Class Mar. 14; Open Mar. 18
Wrestling	Nov. 28	Dec. 14	18 ** (** 8 of 18 may be multi-meets)	2	14 Days	Feb. 13	Class Feb. 17, 18; Open Feb. 24, 25; NE Mar 3, 4
Baseball	Mar. 20 (Conditioning Mar. 13)	Apr. 5	20	3	14 Days	May 25	Begin May 30; Finals June 9, 10
Golf	Mar. 20	Apr. 5	16	3	14 Days	May 31	All classes June 5 or 6
Lacrosse	Mar. 20	Apr. 5	16	2 ***	14 Days	May 27	Begin June 1; June 9, 10
Tennis	Mar. 20	Apr. 5	20	3	14 Days	May 25	Classes June 3, 6, 8; State June 10, 13, 14
Track	Mar. 20	Apr. 5	16	2	14 Days		Class May 30, 31, June 1; Open June 6; NE June 12; Decathlon June 13, 14
Volleyball	Mar. 20	Apr. 5	18	2 tri or 3 single	14 Days	May 25	May 30; Finals June 9m 10

Important Holidays

Labor Day	September 5, 2005
Columbus Day	October 10, 2005
Thanksgiving Day	November 24, 2005
Easter Sunday	April 16, 2006
Memorial Day	May 29, 2006

\* Exception: Three (3) games per week during vacation week (defined as four (4) consecutive vacation days during any given week).

† Postponed Thanksgiving Day games may be played on November 25 or November 26

\*\*\* May schedule two (2) non-consecutive three (3) contest weeks during the regularly scheduled season from weeks two through seven.

**Spring Football Practice** -- To start no earlier than the Friday before Memorial Day to extend for a maximum of ten (10) days. Spring practice cannot be continued beyond a schools' summer recess closing date. **In sub-varsity football only** -- each scheduling week begins on Saturday and ends on Friday.

APPENDIX I

**GIRLS 2005-2006 CIAC GAME LIMITATIONS AND PRACTICE DATES**

<u>Sport</u>	<u>First Practice Date</u>	<u>Date of First Contest</u>	<u>Maximum Games Season</u>	<u>Maximum Games Per Week</u>	<u>Practice Days Required</u>	<u>Last Date to Count Tournament</u>	<u>Tentative Tournament Dates</u>
Cross Country	Aug. 27	Sept. 13	14	2	14 Days		Class Oct. 29; Open Nov. 4; NE Nov. 12
Field Hockey	Aug. 27	Sept. 13	16	2 ***	14 Days	Nov. 3	Begin Nov. 7; Finals Nov. 18, 19
Soccer	Aug. 27	Sept. 13	16	2 ***	14 Days	Nov. 3	Begin Nov. 5; Finals Nov. 18, 19
Swimming	Aug. 27	Sept. 13	16	2 ***	14 Days	Nov. 5	Qual Nov. 12; Class Nov. 15; Open Nov. 19
Volleyball	Aug. 27	Sept. 13	18	2 tri or 3 single	14 Days	Nov. 3	Begin Nov. 7; Finals Nov. 18, 19
Basketball	Nov. 21	Dec. 7	20	2 *	14 Days	Feb. 22	Begin Feb. 25; Finals Mar. 10, 11
Gymnastics	Nov. 28	Dec. 14	14	2	14 Days	Feb. 22	Team & Ind. Feb. 24, 25; Open Mar. 3, 4; NE Mar. 11
Indoor Track	Nov. 28	Dec. 14	14	2	14 Days		Class Feb. 10, 11; Open Feb. 18; NE Feb. 25
Golf	Mar. 20	Apr. 5	16	3	14 Days	May 24	May 30
Lacrosse	Mar. 20	Apr. 5	16	2 ***	14 Days	May 27	Begin June 1; June 9, 10
Softball	Mar. 20	Apr. 5	20	3	14 Days	May 25	Begin May 30; Finals June 9, 10
Tennis	Mar. 20	Apr. 5	20	3	14 Days	May 25	Class May 30, 31; June 1, 2; Ind. June 3
Track	Mar. 20	Apr. 5	16	2	14 Days		Class May 30, 31, June 1; Open June 6; NE June 10 Heptathlon June 13, 14

Important Holidays

Labor Day	September 5, 2005
Columbus Day	October 10, 2005
Thanksgiving Day	November 24, 2005
Easter Sunday	April 16, 2006
Memorial Day	May 29, 2006

\* Exception: Three (3) games per week during vacation week (defined as four (4) consecutive vacation days during any given week).

\*\*\* May schedule two (2) non-consecutive three (3) contest weeks during the regularly scheduled season from weeks two through seven.

APPENDIX J

**BOYS 2006-2007 CIAC GAME LIMITATIONS AND PRACTICE DATES**

<u>Sport</u>	<u>First Practice Date</u>	<u>Date of First Contest</u>	<u>Maximum Games Season</u>	<u>Maximum Games Per Week</u>	<u>Practice Days Required</u>	<u>Last Date to Count Tournament</u>	<u>Tentative Tournament Dates</u>
Cross Country	Aug. 26	Sept. 12	14	2	14 Days		Class Oct. 28; Open Nov. 3; NE Nov. 11
Football	Aug. 26 (Conditioning Aug 22)	Sept. 12	10	1	14 Days	Nov. 23†	Playoff Nov. 28, Dec. 2
Soccer	Aug. 26	Sept. 12	16	2 ***	14 Days	Nov. 2	Begin Nov. 4; Finals Nov. 17, 18
Basketball	Nov. 27	Dec. 13	20	2 *	14 Days	Feb. 27	Begin Mar. 3; Finals Mar. 16, 17
Ice Hockey	Nov. 20	Dec. 6	20	2 *	14 Days	Feb. 24	Begin Feb. 26; Finals Mar. 9
Indoor Track	Nov. 27	Dec. 13	14	2	14 Days		Class Feb. 9, 10; Open Feb. 17; NE Feb. 24
Swimming	Nov. 27	Dec. 13	18	2	14 Days	Mar. 3	Qual. Mar. 10; Class Mar. 13; Open Mar. 17
Wrestling	Nov. 19	Dec. 13	18 ** (** 8 of 18 may be multi-meets)	2	14 Days	Feb. 12	Class Feb. 16, 17; Open Feb. 23, 24; NE Mar 2, 3
Baseball	Mar. 19 (Conditioning Mar. 12)	Apr. 4	20	3	14 Days	May 24	Begin May 29; Finals June 8, 9
Golf	Mar. 19	Apr. 4	16	3	14 Days	May 30	All classes June 4 or 5
Lacrosse	Mar. 19	Apr. 4	16	2 ***	14 Days	May 26	Begin May 31, June 9, 10
Tennis	Mar. 19	Apr. 4	20	3	14 Days	May 24	Classes June 2, 5, 7; State June 9, 12, 13
Track	Mar. 19	Apr. 4	16	2	14 Days		Class May 29, 30, 31; Open June 5; NE June 11; Decathlon June 12, 13
Volleyball	Mar. 19	Apr. 4	18	2 tri or 3 single	14 Days	May 24	May 29; Finals June 8, 9

Important Holidays

Labor Day	September 4, 2006
Columbus Day	October 9, 2006
Thanksgiving Day	November 23, 2006
Easter Sunday	April 8, 2007
Memorial Day	May 28, 2007

\* Exception: Three (3) games per week during vacation week (defined as four (4) consecutive vacation days during any given week).

† Postponed Thanksgiving Day games may be played on November 24 or November 25

\*\*\* May schedule two (2) non-consecutive three (3) contest weeks during the regularly scheduled season from weeks two through seven.

**Spring Football Practice** -- To start no earlier than the Friday before Memorial Day to extend for a maximum of ten (10) days. Spring practice cannot be continued beyond a schools' summer recess closing date. **In sub-varsity football only** -- each scheduling week begins on Saturday and ends on Friday.

APPENDIX K

**GIRLS 2006-2007 CIAC GAME LIMITATIONS AND PRACTICE DATES**

<u>Sport</u>	<u>First Practice Date</u>	<u>Date of First Contest</u>	<u>Maximum Games Season</u>	<u>Maximum Games Per Week</u>	<u>Practice Days Required</u>	<u>Last Date to Count Tournament</u>	<u>Tentative Tournament Dates</u>
Cross Country	Aug. 26	Sept. 12	14	2	14 Days		Class Oct. 28; Open Nov. 3; NE Nov. 11
Field Hockey	Aug. 26	Sept. 12	16	2 ***	14 Days	Nov. 2	Begin Nov. 6; Finals Nov. 17, 18
Soccer	Aug. 26	Sept. 12	16	2 ***	14 Days	Nov. 2	Begin Nov. 4; Finals Nov. 17, 18
Swimming	Aug. 26	Sept. 12	16	2 ***	14 Days	Nov. 4	Qual Nov. 11; Class Nov. 14; Open Nov. 18
Volleyball	Aug. 26	Sept. 12	18	2 tri or 3 single	14 Days	Nov. 2	Begin Nov. 6; Finals Nov. 17, 18
Basketball	Nov. 20	Dec. 6	20	2 *	14 Days	Feb. 21	Begin Feb. 24; Finals Mar. 9, 10
Gymnastics	Nov. 27	Dec. 13	14	2	14 Days	Feb. 21	Team & Ind. Feb. 23, 24; Open Mar. 3; NE Mar. 10
Indoor Track	Nov. 27	Dec. 13	14	2	14 Days		Class Feb. 9, 10; Open Feb. 17; NE Feb. 24
Golf	Mar. 19	Apr. 4	16	3	14 Days	May 24	May 29
Lacrosse	Mar. 19	Apr. 4	16	2 ***	14 Days	May 26	Begin May 31; Finals June 8, 9
Softball	Mar. 19	Apr. 4	20	3	14 Days	May 24	Begin May 29; Finals June 8, 9
Tennis	Mar. 19	Apr. 4	20	3	14 Days	May 24	Class May 29, 30, 31 June 1; Ind. June 2
Track	Mar. 19	Apr. 4	16	2	14 Days		Class May 29, 30, 31; Open June 5; NE June 9 Heptathlon June 12, 13

Important Holidays

Labor Day	September 4, 2006
Columbus Day	October 9, 2006
Thanksgiving Day	November 23, 2006
Easter Sunday	April 8, 2007
Memorial Day	May 28, 2007

\* Exception: Three (3) games per week during vacation week (defined as four (4) consecutive vacation days during any given week).

\*\*\* May schedule two (2) non-consecutive three (3) contest weeks during the regularly scheduled season from weeks two through seven.

CONNECTICUT ASSOCIATION OF SCHOOLS  
CONNECTICUT INTERSCHOLASTIC ATHLETIC CONFERENCE  
30 Realty Drive, Cheshire, Connecticut 06410  
Telephone (203) 250-1111 / Fax (203) 250-1345

**Directions to CAS-CIAC Office**

From Danbury and Points West

Take I-84 East to Exit 27 (Route I-691)  
Take Exit 3 (Route 10) off Route 691  
At end of ramp, turn right onto Route 10 South. After approximately 1½ miles, turn left onto Realty Drive (opposite Highland Bowl -- dark green building)  
CAS-CIAC is the second building on your left

From Hartford and Points East

Take I-84 East to Exit 27 (Route I-691)  
Take Exit 3 (Route 10) off Route 691  
At end of ramp, turn right onto Route 10 South. After approximately 1 ½ miles, turn left onto Realty Drive (opposite Highland Bowl -- dark green building)  
CAS-CIAC is the second building on your left

From I-91 North or South

Take I-691 West in Meriden to Exit 3 (Route 10)  
At end of ramp, turn left onto Route 10 South. After approximately 1 ½ miles, turn left onto Realty Drive (opposite Highland Bowl -- dark green building)  
CAS-CIAC is the second building on your left

From Merritt / Wilbur Cross Parkway North

Take Exit 68W in Meriden to Route I-691  
Take Exit 3 (Route 10) off Route 691  
At end of ramp, turn left onto Route 10 South. After approximately 1 ½ miles, turn left onto Realty Drive (opposite Highland Bowl -- dark green building)  
CAS-CIAC is the second building on your left

Additional Parking for CAS-CIAC Offices

There is additional parking in the Bark Park lot. This lot is on your left -- across from Barker Specialty and between the day care building and the CAS-CIAC offices.

APPENDIX N

CIAC - TELEVISION APPLICATION

Company \_\_\_\_\_ hereby applies for permission to telecast the designated competition in the Connecticut Interscholastic Athletic Conference state series denoted below. We have read the CIAC Telecast Policy, the same being incorporated herein by reference, and we agree to abide by each and all terms and conditions thereof. We further agree upon request to furnish copies of all commercials to be used during the telecast to the CIAC Office, 30 Realty Drive, Cheshire, CT 06410 -- fax (203) 250-1345; telephone (203) 250-1111.

Company Address: Street \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Business Telephone \_\_\_\_\_

This application along with remittance must be submitted and received by the CIAC Office, 30 Realty Drive, Cheshire, CT 06410, 48 hours before the start of the competition.

We are requesting permission to telecast the following contest:

Name of Teams \_\_\_\_\_ vs \_\_\_\_\_

competing in the sport of \_\_\_\_\_ Boys \_\_\_ Girls \_\_\_ Division \_\_\_\_\_

Date of Contest \_\_\_\_\_ Site of Contest \_\_\_\_\_

The contest we are interested in telecasting is a \_\_\_ First Round \_\_\_ Second Round \_\_\_ Quarter-final  
\_\_\_ Semi-final \_\_\_ Final contest

Announce Crew Data: Name of play-by-play announcer \_\_\_\_\_  
Name of person doing analysis \_\_\_\_\_

Our company serves \_\_\_\_\_ We will feed \_\_\_\_\_

We accept feed from \_\_\_\_\_

We cover on a regular basis these participating schools \_\_\_\_\_

Leave credential packet in name of \_\_\_\_\_  
Title \_\_\_\_\_

We need \_\_\_\_\_ credentials for crew which we will pick up at the CIAC office between 8:00 a.m. and 4:00 p.m. weekdays.

The rights fee schedule is as follows:

Tape Delayed Telecasts -- Round 1 and 2 contests -- \$200.00 per contest  
Quarter-final and Semi-final contests -- \$250.00 per contest  
Final or Open contests -- \$300.00 per contest

Live Telecasts -- Round 1 and 2 contests -- \$1,000.00 per contest  
Quarter-final and Semi-final contests -- \$1,500.00 per contest  
Final and Open contests -- \$2,000.00 per contest

This application prepared by -- Name \_\_\_\_\_ Title \_\_\_\_\_  
Signature of Preparer \_\_\_\_\_

Approved by -- Name \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_  
Signature \_\_\_\_\_

Submit two copies to the CIAC office. One copy will be returned to you for your files, the other copy will be filed in the CIAC office.



## CIAC TELEVISION POLICY

### Applications

Each media outlet on the CIAC mailing list will be sent a supply of application forms at the beginning of each school year. Upon request applications will be mailed.

### News Film Crews

Film crews from over the air stations and/or cable television systems shall be allowed access to tournament contests to shoot news film clips. These film clips shall be used as part of a station's regular news telecast or other special news program. Credentials must be requested from the site director in advance.

### Live Telecasts

Permission to live telecast must be received from the CIAC. Contact the central office.

### Tape Delayed Telecasts

Permission to tape delay telecast for any CIAC tournament contest must be received from the CIAC central office.

### Freeze Framing

It is understood that in the televising of film or video tape, freeze framing or stopping action of the game is not prohibited.

### Rights Fees

Rights fees must be paid to the CIAC office before the date of the contest. If more than one contest is to be televised separate fees must be paid for each contest to be televised.

### Exclusive Rights

Rights for telecasting may be sold to one station. The CIAC reserves the right to exercise exclusivity.

### Protected Facilities

The CIAC, its member schools and tournament directors will make every effort to provide weather protected facilities.

### Availability of Facilities

If facilities are not available to accommodate more than one station/system at the site of the contest, consideration shall be given to the viewing areas served when compared to the teams participating. With these factors being equal, priority shall first be given to live telecast over tape delay, and if still equal, priority shall be given to past performance of station/system which have previously telecast CIAC

contests.

### Non-Connecticut Stations

The CIAC reserves the right to consider requests to telecast from any station outside the state and shall accept or reject such application depending upon the merit of the request.

### Discontinuation of Right

The CIAC reserves the right to discontinue the telecasting by any station at any time in the event that the telecasting is considered by the CIAC to have been in poor taste or incompatible with the educational dignity and propriety of the contest. No beer, wine, liquor, tobacco, personal health care or laxative sponsorships will be permitted. No tavern or other establishment serving alcoholic beverages will be accepted as a sponsor. Combination businesses such as food stores or hotels which dispense alcoholic beverages may be accepted as sponsors but no part of the advertising message may refer to alcohol, a bar, cocktail lounge, etc. Also, messages involving political issues or candidates for office or religious groups or organizations will not be permitted.

### Sharing of Equipment

In general each station will be allowed adequate working area. In the event more than one station/system is approved to televise the same contest, said stations/systems may be required to share equipment and announcing positions available.

### Credentials

Stations will be issued the number of credentials necessary for working personnel at the site, but only personnel previously agreed upon.

### Obtaining Credentials

Arrangements for picking up credentials must be made through the CIAC office.

### Camera Positioning

Arrangements for the positioning of camera and personnel at the site must be made through the site director.

### 48 Hours Before Contest

Properly completed applications, with accompanying rights fees must be received by the CIAC office no later than two days (48 hours) before the actual start of the CIAC contest.

### Cancellation Station/Systems

Stations/systems approved to telecast may cancel any or all portions of the telecast. An official representative from the station/system must call the site director and inform the site director that the station/system wishes to exercise its option to cancel.

### Start of Tape Delay Telecast

Approved tape delayed telecasts may begin as soon as one (1) hour after the conclusion of the contest.

### Replay Conflict

Programming time of replays shall not conflict with the playing times of other scheduled CIAC contests in the same sport.

### Number of Replays

There is no limit to the number of times that a complete replay telecast can be shown on the station/system approved for the telecast.

### Public Service Announcements

Each station/system approved to originate or accept feed agrees to incorporate a minimum of one (1) public service spot concerning CIAC and its activities into the telecast of each game. A station if it wishes, may incorporate more than one announcement.

### Fees Per Contest

#### Tape Delayed Telecasts

Round 1 and 2 contests -- \$200 per contest; Quarter-final and semi-final contests -- \$250 per contest; Finals by Class or Open -- \$300 per contest.

#### Over the Air Live Telecasts

Round 1 and 2 contests -- \$1,000 per contest; Quarter-final and semi-final contests -- \$1,500 per contest; Finals by Class or Open -- \$2,000 per contest.

## CIAC BROADCAST POLICY

### Applications

Each media outlet on the CIAC mailing list will be sent a supply of application forms at the beginning of each school year. Upon request applications will be mailed.

### Permission to Broadcast or Videotape

Permission to broadcast or videotape must be received from the CIAC. Contact the central office.

### How to Obtain Rights

Stations may originate broadcasts or accept feed of broadcasts for any level in the series outlined in this policy for which the CIAC sells rights. To receive permission to originate broadcast(s), and have space at the site provided by the site director, stations shall:

- a. Complete an application so that it is received at the CIAC office 48 hours before the start of the competition.
- b. Assume all costs involved in the broadcast(s) and make arrangements for lines.

### Rights Fees

Rights fees must be paid to the CIAC office before the date of the contest. If more than one contest is to be broadcast separate fees must be paid for each contest.

### Exclusive Rights

Rights for telecasting may be sold to one station. The CIAC reserves the right to exercise exclusivity.

### Protected Facilities

The CIAC, its member schools and tournament directors will make every effort to provide weather protected facilities.

### Availability of Facilities

Priority shall be given: (1) to stations which normally cover the competing teams; (2) the stations representing the site of the host school; (3) to stations which cover the geographic region involving the site and competing teams; (4) and finally to other stations. Assignment of best locations in the facility, too, shall be based upon the priority outlined above.

### Number of Seats

The site director will furnish up to three seats for each station in an area designated for broadcast media, but will assume no other expense for the

broadcasts.

### Non-Connecticut Stations

The CIAC reserves the right to consider requests to broadcast from any station outside the state and shall accept or reject such application depending upon the merit of the request.

### Discontinuation of Right

The CIAC reserves the right to discontinue broadcasting by any station at any time, when the broadcasting is considered by the CIAC to have been or is in poor taste or incompatible with the educational dignity and propriety of the contest. No beer, wine, liquor, tobacco, personal health care or laxative sponsorships will be permitted. No tavern or other establishment serving alcoholic beverages will be accepted as a sponsor. Combination businesses such as food stores or hotels which dispense alcoholic beverages may be accepted as sponsors but no part of the advertising message may refer to alcohol, a bar, cocktail lounge, etc. Also, messages involving political issues or candidates for office or religious groups or organizations will not be permitted.

### Credentials

Stations will be issued the number of credentials necessary for working personnel at the site, but only personnel previously agreed upon.

### Obtaining Credentials

Arrangements for picking up credentials must be made through the CIAC office.

### 48 Hours Before Contest

Properly completed applications, with accompany rights fees must be received by the CIAC office no later than two days (48 hours) before the actual start of the CIAC contest.

### Cancellation Station/System

Stations/systems approved to broadcast may cancel any/all portions of the broadcast. An official representative from the station/system must call the site director and inform the site director that the station/system wishes to exercise its option to cancel.

### Contract to Feed

No station granted broadcast rights shall contract to feed or feed its broadcast to any other station(s) upon a sustaining, commercial or other

basis without first obtaining permission in writing from the CIAC. Stations approved to take feeds must apply for broadcast rights, and pay fees as scheduled.

### Public Service Announcements

Each station/system approved to originate or accept feed agrees to incorporate a minimum of one (1) public service spot concerning CIAC and its activities into the broadcast of each game. A station if it wishes, may incorporate more than one announcement.

### Fees Per Contest

CIAC tournament contests other than Finals by Class or Open -- \$100 per contest.

CIAC contests which are Final by Class or Open -- \$200 per contest.

APPENDIX O

CIAC BROADCAST APPLICATION

Company \_\_\_\_\_ hereby applies for permission to broadcast or commercially videotape the designated competition in the Connecticut Interscholastic Athletic Conference state series denoted below. We have read the CIAC Broadcast Policy, the same being incorporated herein by reference, and we agree to abide by each and all terms and conditions thereof. We further agree upon request to furnish copies of all commercials to be used during the broadcast to the CIAC Office, 30 Realty Drive, Cheshire, CT 06410 -- fax (203) 250-1345; telephone (203) 250-1111.

Company Address: Street \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Business Telephone \_\_\_\_\_

This application along with remittance must be submitted and received by the CIAC Office, 30 Realty Drive, Cheshire, CT 06410, 48 hours before the start of the competition.

We are requesting permission to broadcast or commercially videotape the following contest:

Name of Teams \_\_\_\_\_ vs \_\_\_\_\_

competing in the sport of \_\_\_\_\_ Boys \_\_\_ Girls \_\_\_ Division \_\_\_\_\_

Date of Contest \_\_\_\_\_ Site of Contest \_\_\_\_\_

Announce Crew Data: Name of play-by-play announcer \_\_\_\_\_  
Name of person doing analysis \_\_\_\_\_

Our company serves \_\_\_\_\_ We will  
feed \_\_\_\_\_

We accept feed from \_\_\_\_\_

We cover on a regular basis these participating  
schools \_\_\_\_\_

Leave credential packet in name of \_\_\_\_\_  
Title \_\_\_\_\_

We need \_\_\_\_\_ credentials for crew which we will pick up at the CIAC office between 8:00 a.m. and 4:00 p.m. weekdays.

The rights fee schedule is as follows:

CIAC tournament contests less than Finals by Class or State Open -- \$100 per contest

CIAC Final by Class or State Open contests -- \$200 per contest.

This application prepared by -- Name \_\_\_\_\_ Title \_\_\_\_\_  
Signature of Preparer \_\_\_\_\_

Approved by -- Name \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_  
Signature \_\_\_\_\_

Submit two copies to the CIAC office. One copy will be returned to you for your files, the other copy will be filed in the CIAC office.

APPENDIX P

CONNECTICUT INTERSCHOLASTIC ATHLETIC CONFERENCE  
30 Realty Drive, Cheshire, Connecticut 06410  
Telephone (203) 250-1111 / Fax (203) 250-1345

RE: Forfeiture Regulation, Section 4.0, Article 4.8, CIAC Handbook

Forfeitures will be honored by each CIAC sport committee when there is mutual agreement between the principals of the two schools involved in a contest that is cancelled. Each principal must submit on this CIAC Cancelled Game - Forfeiture Form his/her decision whether the cancelled contest should be forfeited or declared "no contest" within 72 hours following the cancellation of the contest.

Member Schools will be required to submit regular season schedules for all sports controlled by CIAC in which member schools participate. (Determination of forfeitures will be based on this schedule.)

(CIAC interpretation of terms - postponed contest means the contest will be played at a later date -- cancelled contest means the contest will not be played.)

**Varsity level contests ONLY. Do not report any contest other than a varsity contest.**

Sport (Circle one -- Boy Or Girl) \_\_\_\_\_ Date of Event \_\_\_\_\_  
(Name of Sport)

Home School \_\_\_\_\_ Opponent \_\_\_\_\_  
(Please Print) (Please Print)

The contest listed above has been cancelled and it is listed on the schedule submitted to CIAC at the start of the season.

The item circled indicates my decision as to the disposition of this cancelled contest.

Circle either A, B, or C -- no more than one.)

- A. The contest is forfeited to the ***Opponent*** listed above, and a loss given to the ***Home School***.
- B. The contest is forfeited to the ***Home School*** listed above, and a loss given to the ***Opponent***.
- C. A forfeit win or loss ***should not be awarded***, and the contest declared "no contest".

I have been in communication with the other member school principal and to the best of my knowledge there is mutual agreement on the above action. Circle one -- Yes / No

This form must be submitted to the CIAC office within 72 hours after the cancellation of the contest.

Name of Principal \_\_\_\_\_ Signature of Principal \_\_\_\_\_  
Date Filed \_\_\_\_\_

This form is to be used for ALL varsity contests appearing on schedules which are cancelled during the season.

# CIAC POLICY

## on Recruiting

# CIAC

Connecticut Interscholastic  
Athletic Conference

# CIAC

Connecticut Interscholastic  
Athletic Conference

---

The CIAC Board of Control has established the following policy with regard to the illegal recruitment of student-athletes by member schools:

### A. GENERAL PRINCIPLES

1. Recruiting is the use of undue influence and/or special inducement by anyone associated with a school in an attempt to encourage a prospective student to attend or remain at that school for the purpose of participating in interscholastic athletics.
2. Recruitment of students or attempted recruitment of students for athletic purposes, regardless of their residence, is a gross violation of the spirit and philosophy of the By-laws of the Connecticut Interscholastic Athletic Conference and is expressly forbidden.
3. Member schools are responsible for any violation committed by any person associated with the school, including principals, assistant principals, athletic directors, coaches, teachers, any other staff members or employees, or any organization, such as booster clubs, having connection to the school. Member schools also are responsible for any violation committed by any person acting at the direction of the school or anyone associated with the school. Use of third parties such as students, parents, etc., is also a violation of this policy.
4. Member schools each year will be required to submit to the CIAC Office with the Membership Application form a Certification of Compliance with the CIAC Recruiting Policy. The principal, athletic director and head coach in each varsity sport offered by the school will be required to sign a form provided by the CIAC Office certifying that they have reviewed this policy and will comply with all provisions of this policy, and that they will review the provisions of this policy with other individuals or groups associated with the school such as athletic booster clubs.

### B. UNDUE INFLUENCE

1. The use of undue influence, which is the use of direct or indirect communication by anyone associated with a school with a prospective student-athlete in an attempt to solicit or encourage the enrollment of a prospective student-athlete in that school, is prohibited. Additionally, no one associated with a school may request any third party to solicit or encourage the enrollment of a prospective student-athlete in that school, for in that case the third party also becomes associated with that school.
2. Undue influence includes, but is not limited to:
  - (a) Initiating or arranging telephone, telegram or other written contact such as questionnaires, cards or letters, with a prospective student-athlete or member of his/her family for the purpose and intent of soliciting or encouraging the enrollment of the student in a school.
  - (b) Visiting or entertaining a prospective student-athlete or member of his/her family for the purpose and intent of soliciting or encouraging the enrollment of the student in a school.
  - (c) Providing transportation to a prospective student-athlete or member of his/her family to visit a school or to meet with anyone associated with a school for the purpose and intent of soliciting or encouraging the enrollment of the student in that school.
  - (d) Attending grade school, junior high or middle school games for the purpose of evaluating and recruiting specific prospective student-athletes.
  - (e) Requesting booster club members, students, parents or alumni from a school to discuss the merits of the school's athletic program with a prospective student-athlete or member of his/her family by phone, in person or through letters or other written communication.
  - (f) Any other contact with a prospective student-athlete or member of his/her family for the purpose and intent of soliciting or encouraging the enrollment of the student in a school.
3. No member school and no one acting on behalf of any member school may give any speech or give any slide, film or tape presentation or distribute any written material, including advertisements in newspapers, magazines or other publications, which states or implies that a member school's athletic program is better than the athletic program of any other member school or that it would be more advantageous for any prospective student-athlete to participate in athletics at that member school as opposed to any other school.
4. When a student at a junior high, middle school or other high school, or the parent(s) or guardian(s) of that student contacts a coach about attending the coach's school, the coach must immediately refer the student, parent(s) or guardian(s) to the principal or other appropriate school personnel, who have the responsibility of seeking and processing prospective students.

### C. SPECIAL INDUCEMENT

1. A student-athlete may not receive or be offered any remunerations of any kind or receive or be offered any special inducement of any kind which is not made available to all students who enroll in or apply to a school.
2. Special inducements include, but are not limited to:
  - (a) Offer or acceptance of money or other valuable consideration such as free or reduced tuition during the regular school year or summer school by any person associated with a school.
  - (b) Offer or acceptance of room, board, textbooks or clothing, or financial allotment for textbooks or clothing.
  - (c) Offer or acceptance of pay for work that is not performed or that is in excess of the amount regularly paid for such service.
  - (d) Offer or acceptance of free transportation by any person associated with a school.
  - (e) Offer or acceptance of a residence with any person associated with a school living with non-custodial parent.
  - (f) Offer or acceptance of any privilege not afforded to non-athletes.
  - (g) Offer or acceptance of free or reduced rent for parents or guardians.
  - (h) Offer or acceptance of payment of moving expenses of parents or guardians or assistance with the moving of parents or guardians.
  - (i) Offer or acceptance of employment of parent(s) or guardian(s) in order to entice the family to move to a certain community if any person associated with the school makes the offer.
  - (j) Offer or acceptance of help in securing a college athletic scholarship.

#### **D. *ACADEMIC RECRUITMENT PROGRAMS***

1. This policy is not intended to prevent a member school from conducting academic recruitment programs or recruitment programs designed to attract students based upon the school's overall educational and extracurricular programs. However, such recruitment programs must be designed to present the overall educational and extracurricular programs of the school and not be used as a subterfuge for recruiting students for athletic purposes. Such general recruitment programs permissible under this article must be carried out under the following guidelines:
  - (a) With the permission of the principal, member schools may present speeches, slides, films, tapes or other similar programs to students at elementary, junior high or middle schools with grades below the ninth from which the member school can normally expect enrollment so long as said speeches, slides, films, tapes or other presentations are designed to attract students to attend the member school and are based upon the overall educational programs and not presented for the purpose of recruiting prospective athletes. No information can be distributed through such programs by the use of speeches, slides, films, tapes or written material which in any way implies that the member school's athletic program is better than any other member school's athletic program or that it would be more advantageous for a prospective student-athlete if he/she participated at that member school as opposed to any other member school.
  - (b) Member schools may conduct open house, designed to attract students based upon the school's overall educational and extracurricular programs. No information distributed at a school's open house through any speech, slide, film, tape or written material can imply that the school's athletic program is better than any other member school's athletic program or that it would be more advantageous for a prospective student athlete if he/she participated at that member school as opposed to any other member school. The school's athletic director and member school coaches may be present as part of the administrative team and faculty that conducts an academic recruitment presentation or open house for the purpose of answering questions or making presentations consistent with the above. Coaches must strictly adhere to the CIAC recruitment regulation that prohibits the use of undue influence and/or special inducement by anyone associated with the school in an attempt to encourage a prospective student to attend that school for the purpose of participation in interscholastic athletics.

#### **E. *ATHLETIC PROGRAMS / ACTIVITY FAIRS***

1. Specific athletic and sport information may be distributed not earlier than April 15 by coaches and others, at any venue, to eighth grade students and other students that have officially committed to attend a member school. Students considered in this group are those that have been officially assigned a program of studies; registered with the school for the next school year and have complied with all other school enrollment requirements. These students are then considered bona fide members of the member school and may be contacted by individual school personnel for specific athletic intentions.
2. Activity fairs including athletic information programs may be held during the school day on or after April 15.
3. Prior to April 15, parent initiated individual visits to schools are permitted during school hours. Student hosts or others may not be assigned for athletic consideration.

#### **F. *FINANCIAL ASSISTANCE PROGRAMS***

1. Member schools are permitted to maintain financial assistance programs for students which must be without regard to athletic potential. Financial assistance based even partially on athletic potential or performance is not permitted from the school or any individual or group associated with the school.
2. Financial assistance programs must be carried out under the following guidelines:
  - (a) Evaluation of the students needs for financial assistance must be performed by a recognized organization independent of the school and approved by the CIAC Board.
  - (b) Member schools must make all records of financial assistance available to the CIAC for inspection upon request.
  - (c) No coach or any other unauthorized person associated with the school may suggest or promise that any part of tuition will be waived for a prospective student or that financial assistance may be granted for any reason, including financial need. The only person who may address the possibility of fee reduction or financial assistance is that person who has specific responsibility for admissions and financial assistance policies and procedures.
  - (d) Funds which have been donated to schools by businesses, organizations, clubs and individuals may be given as financial assistance to students through the normal financial assistance program of the school for all students, without regard to athletic potential.

#### **F. *PENALTIES***

1. A member school found to be in violation of any provision of this policy: (a) will be assessed a financial penalty as well as all expenses incurred by the CIAC in its investigation, placed on administrative probation and required to forfeit all contests won in which a recruited student(s) participates and/or all points earned in any contests by a recruited student(s); (b) may be placed on restrictive probation and denied participation in the CIAC State Championships Series for a period of not less than one year in the sport(s) in which the violation(s) occurred; (c) may be placed on suspension probation and denied any participation with any member school for a period of not less than one year in the sport(s) in which the violation(s) occurred; and/or (d) may be suspended from membership in the Association for a period of not less than one year.
2. A student who allows himself/herself to be successfully recruited by a member school: (a) will be declared permanently ineligible for interscholastic athletic competition at the school to which he/she was recruited; and (b) may be declared ineligible for interscholastic athletic competition for a period not to exceed one year at any member school.

# Appendix Q

# CIAC

Connecticut Interscholastic  
Athletic Conference

## Connecticut Interscholastic Athletic Conference 2004-05 Certification of Compliance with CIAC Policy on Recruiting

This form must be completed in full, via the CIAC on-line eligibility center not later than September 15 as required by the CIAC Policy on Recruiting.

INSTRUCTIONS (MUST BE TYPEWRITTEN):

1. This Certificate of Compliance with the CIAC Recruiting Policy must be submitted to the CIAC Office not later than September 15, 2004.
2. Make a photocopy of the completed and signed form for school files.
3. It is essential that the form bear the signature of the principal, athletic director and the head coach in each varsity sport offered by the school. If the head coach in a particular sport(s) has not been determined, list TBA in the appropriate blank(s) and submit a photocopy of this form with that individual(s) signature after he/she has been determined and has reviewed the CIAC Policy on Recruiting.

Name of School \_\_\_\_\_ Type of School \_\_\_ Public \_\_\_ Private

1 **CERTIFICATION OF COMPLIANCE (READ CAREFULLY)**

With my signature, I certify that I have read the CIAC Policy on Recruiting which has been adopted by the CIAC Board of Control and agree to comply with the provisions of this policy in full. I also certify that I will inform all necessary school personnel, as well as all other individuals associated with this school as defined in Item A-3, of the provisions of this policy and of this school's intention to abide by those provisions. I understand that should I, for any reason, not sign this certification of compliance, it will be presumed by the CIAC Office that I have read this policy and have agreed to comply with the provisions of this policy in full.

<u>Position</u>	<u>Name (Must be Typewritten)</u>	<u>Signature</u>
Principal	_____	_____
Athletic Director	_____	_____
Boys Basketball	_____	_____
Girls Basketball	_____	_____
Baseball	_____	_____
Boys Cross Country	_____	_____
Girls Cross Country	_____	_____
Field Hockey	_____	_____
Football	_____	_____
Boys Golf	_____	_____
Girls Golf	_____	_____
Girls Gymnastics	_____	_____
Boys Ice Hockey	_____	_____
Boys Lacrosse	_____	_____
Girls Lacrosse	_____	_____
Boys Indoor Track	_____	_____
Girls Indoor Track	_____	_____
Boys Outdoor Track	_____	_____
Girls Outdoor Track	_____	_____
Boys Soccer	_____	_____
Girls Soccer	_____	_____
Girls Softball	_____	_____
Boys Swimming & Diving	_____	_____
Girls Swimming & Diving	_____	_____
Boys Tennis	_____	_____
Girls Tennis	_____	_____
Girls Volleyball	_____	_____
Boys Volleyball	_____	_____
Wrestling	_____	_____

## **COOPERATIVE TEAM REGULATIONS AND INSTRUCTIONS**

The CIAC Board of Control has the authority to approve the formation of cooperative athletic teams by two, but no more than three, member high schools under the following conditions:

- a. The determination of the proper et of circumstances which will allow two or three, but no more than three schools, to form a cooperative arrangement will cause an unreasonable displacement of potential competitors from one of the schools, the request to form a cooperative will be denied. Schools having sufficient numbers of competitors are advised not to request the formation of a cooperative team in that sport. It is only when two, but no more than three schools are experiencing difficulty obtaining an adequate number of competitors to form a team that the request for a cooperative team should be initiated.
- b. The schools are located in the same geographical area.
- c. The two or three schools participating in the cooperative must be members of the CIAC, Inc.
- d. The combined boy or girl enrollments in grades 10, 11, and 12 of the schools involved in the cooperative team will be used to determine the classification of the cooperative for participation in CIAC tournaments.
- e. The cooperative sponsorship agreement is established for a period not to exceed two consecutive school years.
- f. The governing boards of all schools participating in the cooperative team agreement jointly make application to the CIAC Board of Control for approval of the cooperative team agreement.
- g. The joint application must include:
  - 1. Written approval from the league(s) of which the cooperating schools are members, and/or in which the cooperative team will participate -- or, in the event the cooperative team will not be affiliated with a league, written approval from a minimum of six schools included in the cooperative team's schedule of competition;
  - 2. The application form signed by the principals of the cooperating schools designating the name under which the cooperative team will compete;
  - 3. A report of the number of potential students from each of the cooperative schools expected to participate on the cooperative team;
  - 4. A report of the number of students, if any, from each of the cooperating schools who have been participating in the sport involved, in programs offered on an on-cooperative basis by their own schools;
  - 5. A statement expressing the reasons for the formation of a cooperative team;
  - 6. Written assurance that the cooperative team will not limit or lessen participation opportunities for students in any of the cooperating schools. "Cutting", which denies a student athlete from participation, is not permitted. All who wish to be on the team must be accommodated. A no cut policy must be established.
  - 7. Eligibility lists for the previous season in the sport in question.
- h. The principal of the host school will be designated as responsible for all CIAC-related correspondence concerning the cooperative team.

### **Application deadlines for cooperative teams during any school year are:**

Fall Sports ..... June 1st  
Winter Sports ..... October 1st  
Spring Sports ..... February 1st

NOTE: The cooperative team application form must be completed and be accompanied by all necessary addenda.

### **Decision-Making Body**

The CIAC Executive Committee, consisting of the Chairman, Past Chairman, Secretary/Treasurer, plus one representative from CAAD and CHSCA will serve as the Cooperative Team Review Committee whose power will be to approve or disapprove all applications. The review committee will meet three times each year. The applying schools will be responsible for having all appropriate documents and applications available for committee action.



## QUESTIONS AND ANSWERS CONCERNING COOPERATIVE TEAMS

1. Q. **When a school has a reasonably sufficient number of competitors to sponsor a team will that school be allowed to develop a cooperative arrangement with a school which does not have sufficient numbers to sponsor a team?**  
A. *No. The determination of the proper set of circumstances which will allow two or three schools to form a cooperative team will depend significantly on the issue of competitor displacement. When the CIAC believes that a cooperative arrangement will cause unreasonable displacement of potential competitors from one of the schools, the request to form a cooperative will be denied. Schools having sufficient numbers of competitors are advised not to request the formation of a cooperative team in that sport. It is only when two or more schools are experiencing difficulty obtaining an adequate number of competitors to form a team that the request for a cooperative team should be initiated.*
2. Q. **How is the term “same geographical area” defined?**  
A. *The term “same geographical area” will be defined by the boards of education forming each cooperative team. It is expected that the practical factors involved in arranging a co-op will create practical parameters to the geographical area any cooperative could serve.*
3. Q. **According to the regulations, league approval is required for each cooperative team. What constitutes league approval?**  
A. *League approval is formal voted-upon action by a league, according to its own method of voting, granting formal approval by the league of the formation of a cooperative team involving one or more of its member schools.*
4. Q. **What requirements do schools which establish cooperative agreements have to meet with respect to defining the administrative details of a cooperative team?**  
A. *Boards of education must adopt a formal intergovernmental agreement with the other district(s) involved in the formation of any cooperative team they establish. This agreement must be formally adopted by the boards of education of all cooperating schools.*
5. Q. **If a school adds a boys’ team by the formation of a cooperative team, must it also add a girls’ sport team to its program?**  
A. *Simply adding a team for one sex of students by forming a cooperative does not require corresponding action to add a team for the other sex of students. However, schools are bound by the provisions of Title IX. Questions with respect to Title IX regulations should be referred to the State Department of Education.*
6. Q. **May cooperative teams be formed with out-of-state schools?**  
A. *No.*
7. Q. **May a cooperative team be formed with a school which is not a member of CIAC, Inc.?**  
A. *No.*
8. Q. **May a school form more than one cooperative team in the same sport?**  
A. *No. A cooperative team will not be approved based upon level of play, such as a freshman team or J.V. team. Approval will be decided solely on permitting schools to engage in a sport cooperatively.*
9. Q. **May a school form a cooperative with one school in football, a different cooperative team with another school cross country and even a third cooperative with yet another school in volleyball?**  
A. *Yes. The provisions of this rule permit formations of different cooperative teams with different schools on a sport-by-sport basis. However, each cooperative team formed must undergo the complete process of approval by the boards of education, the league, and the CIAC Board of Control.*

10. Q. **In light of the requirement that cooperative teams may not limit participation opportunities, must a no-cut policy be established for each cooperative team that is formed?**
- A. *Yes.*
11. Q. **May a school drop one sport, such as field hockey, in order to enter a cooperative team arrangement in another sport such as girls soccer?**
- A. *Yes. The decision as to which sports to offer is exclusively the prerogative of each board of education.*
12. Q. **Is there a deadline for filing cooperative team applications with the CIAC Board of Control?**
- A. *Yes. The deadline is June 1 for fall sports -- October 1 for winter sports -- and February 1 for spring sports.*
13. Q. **May a cooperative team be formed during a sport season, in order to accommodate participation in the CIAC tournament series that school year?**
- A. *No. All cooperative team applications must be submitted on or before the date deadline for each sport season. Applications received after these dates will be denied or considered only for implementation no sooner than one year hence.*
14. Q. **Must a cooperative team meet all of the qualifying regulations of a specific sport before being permitted to compete in the state tournament?**
- A. *Yes.*
15. Q. **If two schools form a boys' cooperative team with each school having boy enrollments in grades 10, 11, and 12 of 150 and 192, what enrollment will be used to determine classification for that sport?**
- A. *Classification of the cooperative team will be based on the combined boy enrollment of the cooperating schools, for example, 150 and 192 or a total of 342. The individual schools will be classified on the same basis of their individual boy enrollments of 150 and 192 for other sports.*
16. Q. **If two schools receive approval for a cooperative team, may they reapply their cooperative agreement and add a third school to the cooperative?**
- A. *Coop teams are not permitted to add a third team if the total number of players on the existing coop team exceed the maximum limit required per sport.*
17. Q. **If two schools form a cooperative agreement, and then after the season for that sport begins, interest wanes and there are not sufficient students participating to sustain the team, what are the eligibility implications for students who may have been participating in the cooperative team?**
- A. *Students who begin participating on a cooperative team which is then disbanded after having competed in its first contest, may not compete in another CIAC sport during the remainder of the current sport season. Furthermore, if students from either of the schools enter the CIAC state tournament series as individuals in the sport for which the cooperative was established, they would have to be entered under the auspices of the cooperative team, not their own individual high school.*
18. Q. **A school after one year in a cooperative agreement is forced to discontinue the sport because of lack of support from the other schools in the cooperative. May that school petition to form a cooperative in the same sport with another school or schools?**
- A. *Yes. In this case an appeal will be heard by the review committee to grant exception to the two year commitment.*
19. Q. **May two schools from a cooperative team then subsequently consolidate with each other the second year of the cooperative?**
- A. *Yes. Consolidation of schools joined in a cooperative team agreement will simply supersede the cooperative agreement in such case.*

20. Q. **In the event two schools, each of which is a member of a different league, form a cooperative team, how will the requirements for league approval be administered?**
- A. *According to the cooperative policy, cooperative teams must be approved by the leagues of which the participating schools are members. They must also be approved by the league in which the cooperative team will participate or by six schools on the cooperative team's schedule if it does not compete in a league.*
- (A) *If the cooperative team competes in a league of which one of the schools has been a member, both that league and the league of which the other school(s) in the cooperative has been a member(s) will be required to approve the cooperative team.*
- (B) *If the cooperative team competes in neither of the existing leagues but will compete in another league altogether, then both the previous leagues and the new league must approve formation of the cooperative.*
- (C) *If the schools forming the cooperative have been league members but will compete as an independent, then the leagues of which they have individually been members, along with the six schools on the cooperative team's schedule, must approve the formation of the cooperative.*
- (D) *If one school entering the cooperative has been a member of a league and the other has been an independent, and the cooperative will compete as an independent, approval of the cooperative team must be obtained from both the league of the one cooperating school and from six (6) schools on the cooperative team's schedule.*
21. Q. **How is the term six (6) schools defined with respect to requiring approval by six (6) schools on its schedule?**
- A. *Six schools mean six different schools which appear on the cooperative team's schedule for the first season of play.*

## **INDIVIDUAL SPORT PARTICIPATION LIMITS**

The following limits have been set by each CIAC sport committee. When the number of potential participants in any school exceeds the limits listed below a cooperative team will not be approved.

### **Fall Sports**

Cross Country .....	5
Field Hockey .....	TBA
Football .....	37
Soccer .....	16
Swimming .....	14
Volleyball .....	TBA

### **Winter Sports**

Basketball .....	TBA
Gymnastics .....	3
Ice Hockey .....	15
Swimming .....	14
Wrestling .....	13

### **Spring Sports**

Baseball .....	TBA
Golf .....	6
Lacrosse .....	19
Outdoor Track .....	14
Softball .....	TBA
Tennis .....	10

## **DISSOLUTION OF COOPERATIVE TEAMS**

1. When the decision of the CIAC co-op committee is to dissolve or discontinue a co-op program, there will be a maximum of a two (2) year phase-out (grandfather) period, renewable yearly, and athletes will be eligible from their schools throughout the two year phase-out period. Eligibility is not restricted to only those athletes who were on the original co-op team roster at the time of discontinuation.
2. All schools must agree to remain in the co-op agreement on a yearly basis. League approval is not required. During the two year grandfather period all athletes are to be notified by their school that a limited period of eligibility exists because the program is in a maximum of a two year phase-out period.
3. In a two (2) team co-op, if during the phase-out period both the teams exceed the co-op minimum limit at any time, the co-op will be rescinded and grandfathering will not be allowed.
4. In a three team co-op, if two (2) teams exceed the co-op limit and one does not, then the CIAC co-op committee will determine, with the approval of each school affected, which one of the teams over the co-op limit will be removed from the co-op.
5. In a three team co-op, if the numbers of two teams combined do not exceed the minimum co-op limit, all three (3) teams can remain in the co-op.
6. No three (3) team co-op program can exceed two (2) times the minimum limit for a co-op team.

Reason for change: The co-op team committee has struggled with the issue of how to handle co-op teams that are dissolved or disbanded. At issue is how to be fair to athletes who have played on a co-op team for one or two years and who are suddenly left without any options to continue when the team is disbanded. The proposed change allows a co-op team that is to be dissolved to remain in tact for a two-year phase out period. The new language also sets forth specific parameters on when a co-op team must dissolve or when a school removes itself from a co-op team due to excessive numbers.

The proposed change is also intended to provide school administrators with sufficient time to establish a new co-op team with another school or budget the necessary funds to promote their own independent program, if they so desire.

APPENDIX R  
**CIAC APPLICATION FOR COOPERATIVE TEAM SPONSORSHIP**  
 (Application deadlines: Fall sports -- June 1; Winter sports -- October 1; Spring sports -- February 1)

Application for:       Initial                               Renewal                              Application Date \_\_\_\_\_

1.      **Names of Schools Applying**                              2.      **City/Town**                              3.      **Principal's Name**

Host School (1) \_\_\_\_\_

Coop School (2) \_\_\_\_\_

Coop School (3) \_\_\_\_\_

4.      **Sport** (boy or girl) \_\_\_\_\_

5.      **Effective Date of Coop** \_\_\_\_\_

6.      **Name of Coop** \_\_\_\_\_

7.      **Potential Participation** (List number of students in each school who are expected to participate on this team.)

<u>Grade</u>	<u>Host School (1)</u>	<u>Coop School (2)</u>	<u>Coop School (3)</u>	<u>Total</u>
* 9	_____	_____	_____	_____
10	_____	_____	_____	_____
11	_____	_____	_____	_____
12	_____	_____	_____	_____
Total	_____	_____	_____	_____

\* NOTE: This figure must include the expected participants from the incoming ninth graders if this application is submitted the previous school year.

8.      **Current Program Status** (List the number of participants included in your program during the sport season preceding this application.)

<u>Grade</u>	<u>Host School (1)</u>	<u>Coop School (2)</u>	<u>Coop School (3)</u>	<u>Total</u>
9	_____	_____	_____	_____
10	_____	_____	_____	_____
11	_____	_____	_____	_____
12	_____	_____	_____	_____
Total	_____	_____	_____	_____

9.      **Agreement Signatures:** The following signatures certify approval of this cooperative team by a formal vote of the local education authority and the administrators of the schools involved, and it attests that all the information submitted is accurate, all schools have an agreement with respect to insurance, coaching personnel, facilities, equipment, student eligibility and complying with CIAC By-laws.

<u>Schools</u>	<u>Board President/Chair Signature</u>	<u>Principal Signature</u>	<u>Date</u>
Host (1) _____	_____	_____	_____
Coop (2) _____	_____	_____	_____
Coop (3) _____	_____	_____	_____

10.      **Addendums to this Application:** (The following items must accompany this application in order for it to be processed.)

- A.      A written statement expressing the reason for formation of this coop.
- B.      A written statement from all schools involved that they will adopt a "no-cut" policy for this coop.
- C.      A written statement from your league or six (6) competing schools approving this coop.

NOTE: Member schools are advised that when a Cooperative Athletic Team is dissolved for any reason, any and all remaining players from the school that is no longer participating in the coop are not eligible to continue participating with the host team. For purposes of clarification, the host team is that team which was previously part of the coop team and has increased its team membership to a level which the CIAC determines sufficient to sponsor its own school team independent of a coop arrangement.

OFFICIAL CIAC ACTION:      The above application for cooperative team sponsorship --  
 IS / IS NOT granted for the school years \_\_\_\_\_ and \_\_\_\_\_

\_\_\_\_\_  
 Chairman, CIAC Board of Control / Date

APPENDIX S

CONNECTICUT INTERSCHOLASTIC ATHLETIC CONFERENCE

30 Realty Drive, Cheshire, Connecticut 06410

Telephone (203) 250-1111 / Fax (203) 250-1345

**CIAC FORM FOR REPORTING OUT-OF-STATE GAMES**

**NOTE: THIS FORM MUST BE  
COMPLETED VIA THE CIAC  
ON-LINE ELIGIBILITY CENTER**

CIAC REGULATION  
DISQUALIFICATION / EJECTION RULE

CONNECTICUT INTERSCHOLASTIC  
ATHLETIC CONFERENCE

PLAYER / COACH  
DISQUALIFICATION / EJECTION

REGULATION  
AND  
INTERPRETATIONS

FOR

PRINCIPALS  
ATHLETIC DIRECTORS  
COACHES  
PLAYERS

Adopted: April 17, 1995

Revised: July, 1998

The CIAC set guidelines and tone for acceptable and appropriate behavior at all CIAC contests. Given this charge, it is CIAC's responsibility to be proactive and responsive to the growing issues of violence in sports. A strong consistent statement reflecting zero tolerance for violence in sports must become standard operating procedure for all schools. (This is to be considered a minimum standard.)

The following policies for disqualification shall apply in all sports:

1. Any student athlete who physically assaults an official, coach, opposing player or spectator will be immediately dismissed from the team for the remainder of the season.
2. When an athlete or coach is ejected from a contest for unsportsmanlike behavior or fighting, including \*taunting, the athlete or coach is ineligible to participate in the next contest at the same level of play (even if the next contest does not occur until league or CIAC tournament play or next year). If one or more different level contests are scheduled prior to the next contest at the same level of play, the athlete or coach shall be ineligible to participate in the next (but no more than one) contest at all other levels of play.
3. Upon the second disqualification, if that violation is for initiating a fight or retaliating in a fight (as determined by the game official), that student athlete will be dismissed from the team for the remainder of the season. (Otherwise #2 remains applicable.)
4. A school's first incidence of non-compliance will result in forfeiture and a \$100 fine; a school's second incidence of non-compliance will prohibit the school from entry in the next CIAC tournament for that sport, or from the remainder of the current tournament if the disqualification occurs during a CIAC tournament or during the last regular season contest / day of competition.
5. Any CIAC team that accumulates five (5) or more disqualifications for flagrant misconduct, unsportsmanlike conduct, including taunting, retaliating in a fight, or physically assaulting an official, coach, opposing player or spectator during the course of one season will be barred from CIAC post-season competition. The number of disqualifications must be completed on all tournament forms. Disqualification from the team under #1 constitutes one disqualification in team totals.
6. Disqualifications from one season carry over to the next season in that sport for undergraduates and coaches, or the next season of participation in any sport for seniors.
7. If the playing rules for a sport specify an additional penalty, the additional penalty will apply. The CIAC disqualification rule applies to all disqualifications with the

exception of reaching the limit of personal fouls in basketball and lacrosse; reaching the limit of technical violations in wrestling; or being disqualified by the rules in ice hockey and lacrosse, which does not require a next game disqualification.

8. Any misconduct by a coach will count towards the team's total number of disqualifications.

9. Each game official will notify the Assigner for that game who will notify the CIAC office (203) 250-1111 immediately following the game of all disqualifications. The CIAC will notify the affected school administration prior to 12 noon on the following day of the game suspension. It will also be the responsibility of the Assigner for that game to notify the athletic director of the offending school the morning of the next school day. The Athletic Director or Principal of the school having the disqualified player or coach must notify their next opponent.

**\* Definition of ASSAULT:**

An assault is defined as a violent attack which attempts to injure one physically. In the judgment of the game official it is more serious than a fight (usually towards another person and requires immediate removal of the athlete for the remainder of the year.

**\* Definition of TAUNTING:**

Taunting includes, but is not limited to any actions or comments by coaches or players which are intended to bait, anger, embarrass, ridicule or demean other players, coaches, or game officials. Included in this is conduct that berates, needles, intimidates or threatens based on gender, ethnic origin or background and conduct that attacks religious beliefs, size, economic status, speech, family, special needs, or personal matters. Examples of taunting that would lead to ejection include, but are not limited to, physical and verbal intimidation outside the spirit of the game ("trash talk"), reference to sexual orientation, "in-the- face confrontation" by one player to another, standing over, straddling a tackled or fallen player, etc.

**\* PENALTY:** In all sports, game officials are to consider taunting a flagrant, unsportsmanlike foul that disqualifies the offending bench personnel or athlete from that contest / day of competition and the player or coach from the following contest / day of competition, i.e. the CIAC player/coach ejection rule will be invoked. A warning may be given, but is not required before ejection.

In Soccer, an accumulation of two yellow cards in one game against the coaching personnel or team bench will constitute a red card against the head coach and will restrict that coach from coaching his/her team in any contest until withheld from the next contest at that level of play.

## INTERPRETATIONS

1. Q. If an athlete is disqualified from a JV game, is that athlete eligible to participate in a varsity game following the JV game?

A. No. The athlete is ineligible to play until he/she has been withheld from the next contest at that level of play. If the violation occurred in a JV game, the athlete does not regain eligibility until the JV contest has been played and he/she has been withheld. \*\*

2. Q. A student who was disqualified for unsportsmanlike conduct in the last game of the student's eleventh grade season transfers to another school for his/her senior year. Is that student disqualified from his/her first game at that level of play in that sport at the new school?

A. Yes. It shall be the responsibility of the sending school to inform the receiving school of the current disqualification.

3. Q. If a student is only disqualified from a track event, is that student disqualified from the next competition?

A. If a student is only disqualified from an event (and not disqualified from the meet for unsportsmanlike conduct), the student is not disqualified from the next competition or from that event in the next competition.

4. Q. When is the next game suspension for the varsity coach who is ejected for unsportsmanlike conduct while sitting with junior varsity team during a contest in the same sport?

A. The coach may not attend any games be they varsity, JV or freshmen until the next JV contest has been played and the coach was barred from coaching and attending. \*\*

5. Q. When is the next game suspension for the junior varsity coach who is ejected for unsportsmanlike conduct while sitting with the varsity team during a contest in the same sport?

A. The coach may not attend any games be they varsity, JV or freshmen until the next varsity contest has been played and the coach was barred from coaching and attending. \*\*

6. Q. When is the next game suspension for unsportsmanlike conduct for the person who serves as both junior varsity and varsity coach in a sport?

A. The coach is withheld from any level contest until a contest has been played at the level in which the disqualification occurred and the coach is barred from coaching and attending. \*\*

7. Q. If a player is disqualified from a contest for something other than what the rules define as unsportsmanlike conduct, does the next game disqualification apply?

A. Yes. If the playing rules for a sport specify disqualification for other violations, the playing rules apply, and for the next game at that level of play disqualification is

required. For example, some rule codes may require disqualification for flagrant fouls, without ever specifically calling such acts "unsportsmanlike". Nevertheless, for the next game, disqualification must follow. \*\*

8. Q. Does a "game misconduct penalty" in ice hockey require a next game disqualification?

A. No. National Federation Ice Hockey Rule 4, Section 5, specifically allows for removing a player for the duration of a contest without effect on subsequent games. National Federation Ice Hockey Rule 4, Section 6 describes the game disqualification which suspends the player from the remainder of the game and the next. For the second occurrence in a season, the player is removed from that game and the next two; for the third occurrence, that game and the next three; and so on.

9. Q. If a coach who is a parent of a team member is disqualified from a contest, is that coach allowed to attend the game as a parent?

A. No. Coaches who are also parents of team members are afforded no special consideration. They may not coach or attend until the contest at that level of play has occurred.

10. Q. If a game official or school representative has knowledge of a next-contest suspension which was not enforced by a member school, what action can be taken?

A. The CIAC encourages the official or school administrator to contact the school for which there is concern to advise the administrator of the concern. A follow-up call to the CIAC is also appropriate. Using an ineligible player may cause the game to be forfeited.

11. Q. May a school amend the published schedule of a team to avoid imposing the next level of play contest disqualification on a day which an important league contest or a CIAC tournament is scheduled?

A. No. The athlete or coach is suspended from the next regularly scheduled game at that level of play, not games added or adjusted in order to serve the penalty before an important contest. Rescheduled postponed games can count as the next contest if they were scheduled prior to the infraction.

12. Q. If, on the day of disqualification penalty is enforced, the contest is suspended, does the penalty enforcement apply to the continuation of the suspended game?

A. No. When competition is held the penalty is enforced and it is determined that the penalty requirements have been satisfied even though the contest is incomplete and may continue on a future date.

13. Q. Can a scrimmage satisfy the next contest disqualification requirement?

A. No.

14. Q. When a coach is ejected or disqualified from a contest, where is he/she expected to be for the duration of the

contest?

A. The coach is expected to vacate the premises. If a certified coach cannot be found to replace the ejected coach within fifteen minutes of the ejection, the game is forfeited.

15. Q. When an athlete is ejected or disqualified from a contest, where is he/she expected to be for the duration of the contest?

A. Players can remain on the bench or sidelines as long as their presence does not interfere with the contest in any way. Never should an athlete be sent away from the site without adult supervision. Coaches are responsible for the care and safety of students and should not be placed in a position which does not allow them to provide reasonable care and supervision.

16. Q. If an athlete in an individual sport (i.e. tennis), is removed during a match for unsportsmanlike conduct, are the points he/she earned during the meet removed from the team score?

A. No. Unless the rulebook for the sport prescribes specific scoring procedures, all points earned by the athlete previously will remain part of the team score, but he/she will not receive points or awards in the event where a disqualification occurred.

17. Q. If more than one player is ejected from a team during a single incident, do they all count toward the accumulation of team violations for that sport?

A. Yes. Each DQ is to be added to the total accumulation for a team during that season.

18. Q. If a player is disqualified from a meet on the first day of a two day competition and therefore cannot qualify for the second day competition, does that second day count as the "disqualification" day.

A. No. A progressive tournament which is held over two or three days is considered a single meet. Therefore he/she would have to sit out the next meet.

\*\* If one or more different level contests are scheduled prior to the next contest at the same level of play, the athlete or coach shall be ineligible to participate in the next (but no more than one) contest at all other levels of play.

\*\*\*\*\*

Note: Game Assigners reporting disqualifications and ejections are to leave the following information on CIAC voice mail: Name of player and/or coach, name of school, date of ejection, sport, name and telephone number of official.



**TRANSFER WAIVER FORM**

Member schools (receiving school) will be required to duplicate this Transfer Waiver Form and submit two copies to the previous or sending school for each transfer student in accordance with the CIAC Bylaws, Article IX, Eligibility of Athletes, Rule I.C. Please read reverse side before completing the Transfer Waiver Form.

The undersigned hereby certify that the student named herein has transferred to his/her present school of enrollment without inducement or recruitment or for athletic reasons. The parents/guardians also agree to the submission to the CIAC of any pertinent records, including transcripts, maintained by the schools. Refusal to sign the Transfer Waiver Form may not be based upon nonpayment of fees, failure to return school property and the like. No Transfer Waiver Form is necessary for students who are residing with their parents or legal guardian who have moved to the United States or who have moved from one school district or service area to another school district or service area in accordance with CIAC Code of Eligibility Rule I.C.

The CIAC Eligibility Review Board will assume the responsibility to conduct an inquiry if either or both principals do not sign. The final determination of eligibility in these cases will be determined by the Eligibility Review Board.

---

---

**STEP 1 - TO BE COMPLETED BY RECEIVING SCHOOL and FORWARDED TO PREVIOUS (SENDING) SCHOOL**

Student's Name \_\_\_\_\_ D.O.B. \_\_\_\_\_  
Name of RECEIVING SCHOOL \_\_\_\_\_ City \_\_\_\_\_  
Date of Entrance to RECEIVING SCHOOL \_\_\_\_\_  
(month , day, year, of official enrollment / class attendance)

Signature of Principal indicates above student has met all CIAC Eligibility Requirements as provided for in the Bylaws, Article IX with the exception of Requirement #19. (Signature in Step 3 applies to Requirement #19.) NO stamped signatures accepted.

\*Principal's Signature \_\_\_\_\_ Date \_\_\_\_\_  
Student's Signature \_\_\_\_\_ Date \_\_\_\_\_  
Parent(s) / Guardian(s) Signature \_\_\_\_\_  
Parent(s) / Guardian(s) Residence \_\_\_\_\_

---

---

**STEP 2 - TO BE COMPLETED BY SENDING SCHOOL IMMEDIATELY and RETURNED TO RECEIVING SCHOOL**

Name of SENDING SCHOOL \_\_\_\_\_ City \_\_\_\_\_  
Date of Withdrawal \_\_\_\_\_ Student first entered 10th grade-School \_\_\_\_\_ Date \_\_\_\_\_

List all sports in which the student was a varsity or junior varsity player in a sports season during the calendar year (365 days) prior to the transfer.

1. (Fall) \_\_\_\_\_ 2. (Winter) \_\_\_\_\_ 3. (Spring) \_\_\_\_\_

Student is ineligible for thirty (30) calendar days from the date of the first allowable play date following date of enrollment / (first day of attending classes) in the receiving school for the affected sport, or from the date of the first school contest after the date of enrollment, if entry is after the first allowable play date.

Attention: If the student is from a high school in a foreign country which does not sponsor interscholastic athletics, the adult(s) with whom the student is domiciled must attach a summary of the sport(s) in which the student participated in a non-school community and/or national team while in high school. Said participation will be evaluated in "non-school" play to determine varsity status.

Principal's Signature \_\_\_\_\_ School \_\_\_\_\_  
(Attesting that the transfer was not done for athletic reasons as defined to the best of the principal's knowledge.)

If unsigned, please state reason(s): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

---

---

**STEP 3 - RECEIVING SCHOOL MUST COMPLETE AND FORWARD ONE COPY OF THIS FORM TO THE SENDING SCHOOL AND A COPY TO THE CIAC ELIGIBILITY COMMITTEE.**

\*Principal's Signature \_\_\_\_\_ Date \_\_\_\_\_  
(Attesting that the transfer was not done for athletic reasons as defined to the best of the principal's knowledge.)

\* Principal's signature must appear both places.

**CIAC RULES OF ELIGIBILITY**  
**TRANSFER RULE II.C.**  
**REQUIREMENT #19**

A student who does not qualify for the transfer rule requirements 1 through 18 will be granted eligibility by application to the CIAC Eligibility Committee if the following are satisfactorily completed:

After a period of 30 calendar days from the date of the first allowable play date following date of enrollment (first day of attending classes) in the receiving school for the affected sport, or from the date of the first school contest after the date of enrollment, if entry is after the first allowable play date, eligibility will be granted to a student who has participated at the JV or varsity level of play any time during the present or preceding year at the sending school, who does not otherwise qualify for any of the above exceptions and when both the sending and receiving school principals sign a CIAC transfer waiver form certifying to the best of their knowledge that the student has not transferred for athletic reasons. \* If the season ends\*\* before the thirty (30) calendar days have been completed, any remaining days of ineligibility shall be satisfied from the first allowable play date of the present school's regular season in that sport during the next school year unless he/she is a multi-sport athlete. In these cases, the remaining portion of the 30 calendar days will be served successively.

To qualify for the provisions of this section, a student must be a member of the team during the season in which the 30 day wait period is applied.

All questions, concerns or interpretations of the application of Requirement #19 should be immediately referred to CIAC staff. Appeals of actions related to Requirement #19 will be made before the Eligibility Review Board.

\* Definition of athletic reasons:

A transfer for athletic reasons is defined as, but not limited to:

- a. Seeking a change to a new school due to inducement or recruitment to play a sport.
- b. Seeking a superior athletic team.
- c. Seeking relief due to a conflict with the philosophy or action of an administrator, teacher or coach relating to sports.
- d. Seeking a team consistent with the student's athletic abilities.
- e. Seeking a means to nullify punitive action by the sending school for athletic reasons.
- f. Seeking to escape academic or other ineligibility at the sending school due to the school's academic standards.

\*\* Season ends on the last date to count for tournament play. Tournament play does not count toward the 30 calendar days.

**POINTS OF EMPHASIS**

1. The transfer rule does not apply to grade nine (9) students. They may transfer at any time during or at the end of the ninth grade and remain eligible.
2. The transfer rule applies only when a student enters grade 10 and plays for the school in an interscholastic athletic contest. Athletic eligibility is then declared in that sport only. It is at that point that the CIAC transfer rule takes effect.
3. The addition to the transfer rule assures students who transfer after entering grade 10 and having had played in a sport during grade 10, 11, or 12 during the present or preceding year, the opportunity to become eligible following a 30 day wait period from the time of the first allowable play date for the sport, **IF** the principal of the sending school and receiving schools sign a CIAC waiver form certifying that to the best of their knowledge the student has not transferred for athletic reasons.

## APPENDIX V

### CIAC FORMS AND APPLICATIONS 2004-2005 SCHOOL YEAR

The following list of CIAC forms have been developed to aid the member school principal and/or athletic director in the process of complying with conference rules and regulations.

1. **Uniform Eligibility List Form** -- copy may be found as Appendix C in the 2004-05 CIAC Handbook -- completed form must be submitted via the password-protected online eligibility center two days after the first contest for each and every CIAC-controlled sport team be it varsity, junior varsity, freshman or sport club which the member school participates.
2. **Rules of Eligibility** -- 2004-05 copy mailed to member schools in July -- a copy of this form may be found as Appendix B in the 2004-05 CIAC Handbook.
3. **CIAC Cancelled Game - Forfeiture Form** -- copy of form may be found as Appendix P in the 2004-05 CIAC Handbook -- copies may be obtained from the CIAC central office upon request -- must be completed for all cancelled varsity contests which appear on the schedule of games submitted to CIAC -- this form when properly submitted will permit a cancelled league or non-league game to be forfeited.
4. **CIAC Eligibility Protest Form** -- a copy of this form may be found as Appendix D in the 2004-05 CIAC Handbook -- this form is to be used by a member school when there is a belief that a CIAC rule of eligibility has been violated -- this form is not to be used for filing a protest relative to a game playing rule.
5. **Cooperative Team Application** -- a copy of this application may be obtained by contacting the CIAC central office -- form is to be fully completed when member schools are desirous of forming a cooperative team in a CIAC-controlled sport -- there are date limitations per each season as to when the form must be filed -- Appendix R
6. **Disqualification/Ejection Form (Player/Coach)** -- included in each of the sport tournament packets prior to the start of each specific sports season -- must be completed at the conclusion of the season and prior to the tournament -- Appendix T.
7. **Entry Form (Specific Sport - CIAC Tournament)** -- included in each of the sport tournament packets on CIAC website -- [casciac.org](http://casciac.org) -- must be filed by date specified via the password-protected online eligibility center when a varsity team is close to qualifying for the CIAC tournament for that sport and wishes to participate -- a late fee will be assessed for forms not filed on time.
8. **Schedule Form (Specific Sport - CIAC Tournament)** -- included in each of the sport tournament packets for those sports which require a certain winning percentage in order to qualify for the CIAC tournament -- must be filed via the password-protected online eligibility center on date specified -- this form is not required in the following sports -- cross country, indoor and outdoor track, swimming, wrestling -- a late fee will be assessed for forms not filed on time.
9. **Game Officials Nomination Form** -- included in some, not all tournament packets -- must be completed and submitted via the password-protected online eligibility center by time specified.
10. **Facilities Form** -- included in some, not all, tournament packets -- to be submitted via the password-protected online eligibility center by the time specified -- important if games are to be played at the higher ranked school site.
11. **Out-of-State Game Report Form** -- copies may be obtained from the central office -- must be filed when a member school engages in a dual meet or game with an opponent from another National Federation Region I state -- must be sent to the CIAC office, 30 days before the CIAC tournament for the specific sport -- Appendix S.
12. **Certificate of Compliance with CIAC Recruitment Policy** -- Appendix Q of the CIAC 2004-05 CIAC Handbook -- forms must be completed no later than September 15, 2004.
13. **National Federation Sanction Form** -- information regarding National Federation sanction may be found in the 2004-05 CIAC Handbook, Section 10.0 -- application may be found in Appendix W.
14. **CIAC Transfer Waiver Form** -- signatures of both sending and receiving school principals stating that transferring students have not been recruited for athletic reasons -- Appendix U.



## NFHS APPLICATION FOR SANCTION OF INTERSTATE AND INTERNATIONAL ATHLETIC EVENTS SANCTIONING PROCEDURES

**NOTE:** The interscholastic community urges event sponsors to schedule interstate competition in a manner that minimizes the amount of time student participants will be absent from the regular school day.

1. **Events that Require NFHS Sanctioning:**
  - a) Any interstate event involving two (2) or more schools which is co-sponsored by or titled in the name of an organization outside the high school community (e.g., a university, a theme park, an athletic shoe/apparel company).<sup>1</sup>
  - b) Non-bordering events if five (5) or more states are involved.
  - c) Non-bordering events if more than eight (8) schools are involved. (effective 8/1/02)
  - d) Any event involving two (2) or more schools that involves a team from a foreign country. The host school should complete the international sanction application on page 3. (The exceptions to this rule are Canada and Mexico which are considered "bordering states.")<sup>2</sup>
2. **Request for Sanction:** Only a member school of an NFHS member state association, or a school approved by such an association, or such an association itself, is eligible to request sanctioning through the NFHS Interstate Sanctioning Program. *Any event seeking NFHS sanction must be sponsored by a member high school, approved high school or state association.*
3. **Interstate Competition:** Interstate competition occurs when either teams or individuals who represent their schools travel across state lines to participate in competitive sports events, including but not limited to such events as "shoot-outs," "show-cases," "round-robin tournaments," etc. Subject to Paragraph 3, no sanction is required from the NFHS office if all competing schools, regardless of the number of competing schools, are from states that border the host state unless the event is co-sponsored by or titled in the name of an organization outside the high school community.
4. **Timelines/Fees:** This application for sanction should be sent to the state association of the host school ninety (90) calendar days or more prior to the event and must be accompanied by the host school's processing fee of \$75, check or money order, per application made payable to the NFHS. (Do not send cash.) The sanction application must be received in the NFHS office sixty (60) calendar days or more prior to the event. The late fee for any application that arrives in the NFHS office 15-59 calendar days prior to the event will be \$25 for a total of \$100. If the application arrives in the NFHS office less than 15 calendar days prior to the event, the late fee will be \$125 for a total application fee of \$200. If the NFHS does not receive the late fees within ten days, the event will not be sanctioned, and the meet director will be notified they are running a non-sanctioned event. There is no processing fee for International Athletic Competition applications (page 3).
5. **Names and Addresses of Invited/Participating Schools:** All sanction requests submitted to the NFHS office must be accompanied by the names and addresses of all invited/participating schools. In the case of cross country and track and field events, the host school will complete the sanction application and forward it to the host state association office with the list of invited schools so that it will arrive in the NFHS office 60 days or more prior to the event. The final list of actual entries will be due to the NFHS office ten days prior to the event. If the list is not received ten days prior to the event, the application for sanction will be disapproved, and the meet director will be notified that they are running a non-sanctioned event.
6. **Equal Treatment:** Schools participating in interstate competition, as well as the schools' employees and agents, shall be treated equally. Examples of such shall include, but not be limited to, the following:
  - a) reduction or waiver of entry fee for one school must result in a reduction or waiver of entry fee for all schools;
  - b) appearance fee paid to one school must result in an equal amount of appearance fee paid to all participating schools;
  - c) expense reimbursements, if any, must result in equivalent payments to all participating schools, subject to reasonable adjustments for differing distances traveled;
  - d) share of proceeds/live gate paid to one school must result in equal share of proceeds/live gate paid to all participating schools.
7. **NFHS Web Site:** Information regarding the status of an event that has requested NFHS Sanctioning will be posted at: [www.nfhs.org/sanctioning.htm](http://www.nfhs.org/sanctioning.htm). If you have any questions regarding the status of your event, please contact the NFHS Sanctioning Department at (317) 972-6900 Monday-Friday, 8am-4:30pm Eastern Standard Time.
8. **Financial Report:** When NFHS sanction is required, the host school shall submit a financial report about the event to the NFHS on the accompanying form within ninety (90) calendar days of the completion of the event.

---

<sup>1</sup> Competition involving border states, and all other configurations of interstate competition not requiring the sanction of the NFHS office, shall be sanctioned by the state associations involved according to their own procedures.

<sup>2</sup> NFHS Bylaw 17 provides that each member state association shall approve and receive NFHS approval for competition by a member school against a school from a foreign country, except for two (2) school and three (3) school competition with a school or schools from Canada or Mexico which necessitates a round trip of less than 600 miles.

# APPLICATION TO NFHS FOR SANCTION OF INTERSTATE ATHLETIC EVENT

(For use when NFHS sanction is required)

## SECTION 1 (To be completed by host school)

Application Date: \_\_\_\_\_

### Description of Event

- Sport: \_\_\_\_\_  Girls  Boys • Date of Event: \_\_\_\_\_ • Time of Event: \_\_\_\_\_
- Name of Event: \_\_\_\_\_
- Host high school (required): \_\_\_\_\_  

Member high school	Street	City	State	Zip
--------------------	--------	------	-------	-----
- Sponsor: \_\_\_\_\_  

Street	City	State	Zip
--------	------	-------	-----
- Schools invited from the following states: \_\_\_\_\_
- Number of participating schools: \_\_\_\_\_ **(LIST ALL SCHOOLS & ADDRESSES ON PAGE 4)**
- Entry Fee:  Yes Amount: \$ \_\_\_\_\_  No • Admission Fee Charged:  Yes Amount: \$ \_\_\_\_\_  No
- Event will be managed by: \_\_\_\_\_  

State association approved school or other sponsor	City	State	Zip
--	------	-------	-----
- Name of Manager/Title: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 E-mail address: \_\_\_\_\_

### Description of Awards and Other Compensations and Maximum Retail Value (ribbons/trophies/t-shirts/practice uniform/waiver of entry fee/travel expenses, etc.) to:

Individual Student Athlete Participant Awards:	Team Awards:	Coach Awards:
Maximum retail value for each item =	Maximum retail value =	Maximum retail value =

Execution of this form constitutes an agreement by the principal of the host school to submit a financial report about the event to the NFHS on the accompanying form within ninety (90) calendar days of the completion of the event. Execution also constitutes an agreement by the principal to assume oversight responsibility for the event.

Executed by: \_\_\_\_\_ Phone: \_\_\_\_\_ Date: \_\_\_\_\_  
 \_\_\_\_\_  
 Principal of host high school\*      Signature/Printed Name  
 E-mail address: \_\_\_\_\_

**After completing Section 1, send form to state association of host/sponsor member school identified.**

## SECTION 2 ACTION BY STATE ASSOCIATION OF HOST SCHOOL

**School membership:**  State Association Member School  School Approved by State Association  Non-Member School

**Action:**  Sanction Event  Do Not Sanction Event  No Jurisdiction

If "No Jurisdiction," explain why: \_\_\_\_\_

Limitations/Other Comments: \_\_\_\_\_

Signature of State Executive: \_\_\_\_\_ Date: \_\_\_\_\_ State: \_\_\_\_\_

**If event is sanctioned, send copies to the NFHS sanctioning office.  
 If application is not sanctioned, return to applicant.**

## SECTION 3 ACTION BY STATE ASSOCIATION OF INVITED SCHOOL

**School membership:**  State Association Member School  School Approved by State Association  Non-Member School

*(If more than one school invited, please indicate member status of each school next to the listing on Page 4)*

**Action:**  Sanction Event  Do Not Sanction Event  No Jurisdiction

If "No Jurisdiction," explain why: \_\_\_\_\_

Limitations/Other Comments: \_\_\_\_\_

Signature of State Executive: \_\_\_\_\_ Date: \_\_\_\_\_ State: \_\_\_\_\_

## SECTION 4 ACTION BY NFHS

**Event SANCTIONED by the following state(s):** \_\_\_\_\_

**Event NOT SANCTIONED by the following state(s):** \_\_\_\_\_

**The following state(s) declared NO JURISDICTION:** \_\_\_\_\_

**Invite only schools from states indicating approved schools may attend.**

**NFHS Sanctioning Officer:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*\*If a state association, rather than a school, sponsors or co-sponsors the event, its executive director should sign here.*

# APPLICATION FOR SANCTION OF INTERNATIONAL ATHLETIC COMPETITION

## SECTION 1 (To be completed by host school)

Application Date: \_\_\_\_\_

### Description of Event

- Sport: \_\_\_\_\_  Girls  Boys • Date of Event: \_\_\_\_\_ • Time of Event: \_\_\_\_\_
- Name of Event: \_\_\_\_\_
- Host high school (required): \_\_\_\_\_  

Member high school	Street	City	State	Zip
--------------------	--------	------	-------	-----
- Sponsor: \_\_\_\_\_  

Street	City	State	Zip
--------	------	-------	-----
- Schools invited from the following states/countries: \_\_\_\_\_

- Number of participating schools: \_\_\_\_\_ **(LIST ALL SCHOOLS & ADDRESSES ON PAGE 4)**
- Entry Fee:  Yes Amount: \$ \_\_\_\_\_  No • Admission Fee Charged:  Yes Amount: \$ \_\_\_\_\_  No
- Event will be managed by: \_\_\_\_\_  

State association approved school or other sponsor	City	State	Zip
--	------	-------	-----
- Name of Manager/Title: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 E-mail address: \_\_\_\_\_

Signature of high school principal: \_\_\_\_\_ Date \_\_\_\_\_

Anticipated Gross Receipts: \_\_\_\_\_ Anticipated Expenses: \_\_\_\_\_

Purpose for which net receipts will be used: \_\_\_\_\_

Are the following benefits provided to all participants? Transportation:  Yes  No Type of transportation \_\_\_\_\_

Board and Room:  Yes  No

Does management make all arrangements to pay board and room or does it provide cash to players for these expenses?  Yes  No

Does the management provide travel accident and athletic medical insurance to the participants?  Yes  No

Insurance Carrier: \_\_\_\_\_ Amount of principal sum for travel accident: \$ \_\_\_\_\_

Please explain medical (injury) insurance provided: \_\_\_\_\_

Are participants provided any other expenses, benefits, or awards in cash, clothing or merchandise?  Yes  No

Please answer the following questions. If the answer is "no" to any question below, please provide an explanation on a separate sheet of paper.

- a) Each U.S. high school is in good standing in its own state high school association and guarantees that participating in this event will not violate any standard of that association or of the National Federation  Yes  No
- b) Each U.S. high school participant is eligible under the rules of his or her home state association  Yes  No
- c) Foreign competitors qualify as amateurs and, if students, comply with the eligibility standards prevalent in the National Federation  Yes  No
- d) The program will be administered under those playing rules and other requirements approved by the National Federation  Yes  No
- e) The program of competition will satisfy the academic and interscholastic regulations adopted by the state high school association(s), as well as the athletic and scholastic programs of the school (s)  Yes  No
- f) The sponsoring agency will provide suitable chaperones for the participants  Yes  No
- g) A complete sport report involving all phases of the competition will be filed with the National Federation upon request.  Yes  No
- h) Application for national governing body sanction has been made by the sponsoring agency or state association member school(s)  Yes  No

## SECTION 2 ACTION BY STATE ASSOCIATION OF HOST SCHOOL

**School membership:**  State Association Member School  School Approved by State Association  Non-Member School

**Action:**  Sanction Event  Do Not Sanction Event  No Jurisdiction

Limitations/Other Comments: \_\_\_\_\_

Signature of State Executive: \_\_\_\_\_ Date: \_\_\_\_\_ State: \_\_\_\_\_

## SECTION 3 ACTION BY STATE ASSOCIATION OF OTHER INVITED SCHOOLS

**School membership:**  State Association Member School  School Approved by State Association  Non-Member School

**Action:**  Sanction Event  Do Not Sanction Event  No Jurisdiction

Limitations/Other Comments: \_\_\_\_\_

Signature of State Executive: \_\_\_\_\_ Date: \_\_\_\_\_ State: \_\_\_\_\_

## SECTION 4 ACTION BY NFHS

**Event SANCTIONED by the following state(s):** \_\_\_\_\_

**Event NOT SANCTIONED by the following state(s):** \_\_\_\_\_

**The following state(s) declared NO JURISDICTION:** \_\_\_\_\_

Invite only schools from states indicating approved schools may attend.

NFHS Sanctioning Officer: \_\_\_\_\_ Date: \_\_\_\_\_

**PLEASE LIST ALL INVITED SCHOOLS, INCLUDING ADDRESSES, CONTACT PERSONS AND TELEPHONE NUMBERS:**

*Note: If school is not a full member of its NFHS member association, please indicate accordingly.  
(Attach additional sheets if necessary)*

NAME OF SCHOOL/ADDRESS	CONTACT PERSON	TELEPHONE NUMBER

**Will club teams be participating in this event?** (The following states do NOT allow their member schools to participate against club teams: AL, AK, AZ, AR, CA, CO, DE, DC, FL, GA, ID, IL, IA, KS, KY, MD, MA, MO, NE, NV, NJ, NY, OR, PA, RI, TN, UT, VT, VA, WA, WV and WY.):

Yes  No

**Officials for the competition are assigned from an agency that regularly assigns high school officials:**

Yes  No

**The officials are registered to officiate high school events:**

Yes  No

IN ALL INTERSTATE CONTESTS, each participating school shall follow the contest rules of the state association of which it is a member or rules which have been approved by that state association for interstate competition. The rules referred to are contest rules only and not rules applying to age, number of semesters of attendance, residency or academic accomplishments. **No school may violate its own state association rules.**

Any approval or sanction granted to the applicant does not constitute a representation by either the NFHS or any named state association that it has investigated the accuracy of the information provided by the applicant, or that the NFHS or any named state association will oversee the organization, performance or financial integrity of the event.

Any approval or sanction granted to the applicant may not be used in the marketing or promotion of the event without prior written approval of the NFHS and/or any named state association, as the case may be.

**PLEASE LIST ALL INVITED SCHOOLS, INCLUDING ADDRESSES, CONTACT PERSONS AND TELEPHONE NUMBERS:**

*Note: If school is not a full member of its NFHS member association, please indicate accordingly.  
(Attach additional sheets if necessary)*

NAME OF SCHOOL/ADDRESS	CONTACT PERSON	TELEPHONE NUMBER

**Will club teams be participating in this event?** (The following states do NOT allow their member schools to participate against club teams: AL, AK, AZ, AR, CA, CO, DE, DC, FL, GA, ID, IL, IA, KS, KY, MD, MA, MO, NE, NV, NJ, NY, OR, PA, RI, TN, UT, VT, VA, WA, WV and WY.):

Yes  No

**Officials for the competition are assigned from an agency that regularly assigns high school officials:**

Yes  No

**The officials are registered to officiate high school events:**

Yes  No

IN ALL INTERSTATE CONTESTS, each participating school shall follow the contest rules of the state association of which it is a member or rules which have been approved by that state association for interstate competition. The rules referred to are contest rules only and not rules applying to age, number of semesters of attendance, residency or academic accomplishments. **No school may violate its own state association rules.**

Any approval or sanction granted to the applicant does not constitute a representation by either the NFHS or any named state association that it has investigated the accuracy of the information provided by the applicant, or that the NFHS or any named state association will oversee the organization, performance or financial integrity of the event.

Any approval or sanction granted to the applicant may not be used in the marketing or promotion of the event without prior written approval of the NFHS and/or any named state association, as the case may be.



## FINANCIAL REPORT OF SANCTIONED EVENT

Name of Event \_\_\_\_\_ Date of Event \_\_\_\_\_

Site of Event \_\_\_\_\_  
City State

Host School \_\_\_\_\_ Cosponsor, if any \_\_\_\_\_

**Income**

- 1. Ticket Receipts.....\$ \_\_\_\_\_
- 2. Program Sales.....\$ \_\_\_\_\_
- 3. Souvenir Sales.....\$ \_\_\_\_\_
- 4. Program Advertisement.....\$ \_\_\_\_\_
- 5. Sponsorships.....\$ \_\_\_\_\_
- 6. Entry Fees.....\$ \_\_\_\_\_
- 7. In-Kind Donations.....\$ \_\_\_\_\_
- 8. Other income (Please itemize).....\$ \_\_\_\_\_
- TOTAL**.....\$ \_\_\_\_\_

**Expenses**

- 1. Tournament Payroll/Personnel Costs.....\$ \_\_\_\_\_
- 2. Value of Awards, Medals or Trophies to Players, Coaches and Teams.....\$ \_\_\_\_\_
- 3. Value of T-shirts and Other Apparel/Gifts to Players, Coaches and Teams.....\$ \_\_\_\_\_
- 4. Venue Rental.....\$ \_\_\_\_\_
- 5. Team Travel Expenses.....\$ \_\_\_\_\_
- 6. Team Room and Board.....\$ \_\_\_\_\_
- 7. Insurance.....\$ \_\_\_\_\_
- 8. Other Expenses (Please itemize).....\$ \_\_\_\_\_
- TOTAL**.....\$ \_\_\_\_\_

*\*\*As an alternative to completing the above portion of this form, you may attach your income and expense report for the event.*

### ADVANCES, REIMBURSEMENTS AND OTHER PAYMENTS TO EACH PARTICIPATING SCHOOL:

School \_\_\_\_\_ Amount \$ \_\_\_\_\_  
 School \_\_\_\_\_ Amount \$ \_\_\_\_\_  
 School \_\_\_\_\_ Amount \$ \_\_\_\_\_  
 School \_\_\_\_\_ Amount \$ \_\_\_\_\_

(Use additional sheets as necessary)

Were all schools, as well as their employees and agents, treated equally from a financial standpoint?     Yes     No

Financial Report Certified by:

\_\_\_\_\_  
 Principal of Host School Sign/Print Name Date

\_\_\_\_\_  
 Chief Financial Officer for Event Sign/Print Name Date

Copies of this completed form will be forwarded by the NFHS to the State Associations.

Mail completed form within ninety (90) calendar days of the event to the NFHS. Please mail to: National Federation of State High School Associations, Attn: Sanctioning, PO Box 690, Indianapolis, IN 46206.

## CIAC HANDBOOK INDEX

### A

Academic Recruitment .....	3.0 p 12
Ath. Programs/Activity Fair .....	3.0 p 13
AD's Code.....	11.0 p 9
All Sports Nat. Recog. Form.....	App E
All Star Competition.....	4.0 p 3
All State Selection Position.....	11.0 p 9
Amateur Athlete.....	4.0 p 2
Approved Sports.....	1.0 p 3
Athletic Code AD's.....	11.0 p 2
Athletic Code Athletes.....	11.0 p 3
Athletic Code Coaches.....	11.0 p 2
Athletic Code Officials.....	11.0 p 3
Athletic Code Principals.....	11.0 p 1
Athletic Code Superintendents.....	11.0 p 1
Athletic Trainers.....	4.0 p 14
Award Policies.....	5.0 p 8
Awards Committee.....	5.0 p 9

### B

Balls Tournament.....	4.0 p 36
Baseball Awards.....	5.0 p 4
Baseball Committee.....	6.0 p 5
Baseball Conditioning.....	4.0 p 23
Baseball Middle Level.....	9.0 p 4
Baseball Officials Fees.....	8.0 p 5
Baseball Playing Dates.....	4.0 p 23
Baseball Pitching Limitation.....	4.0 p 24
Baseball Suspended Games.....	4.0 p 23
Baseball Try Outs.....	4.0 p 23
Baseball Workers Fees.....	8.0 p 16
B. Basketball Awards.....	5.0 p 4
G. Basketball Awards.....	5.0 p 1
Basketball Three on Three.....	4.0 p 24
B. Basketball Officials Fees.....	8.0 p 5
B. Basketball Workers Fees.....	8.0 p 16
B. Basketball Committee.....	6.0 p 5
G. Basketball Committee.....	6.0 p 7
G. Basketball Officials Fees.....	8.0 p 6
G. Basketball Workers Fees.....	8.0 p 20
Basketball Middle Level.....	9.0 p 4
Block Schedule.....	7.0 p 2
Boys Week/Season Limitation..	App F, H, J
Budget Account Numbers.....	8.0 p 1
Budget Impact on Schools.....	8.0 p 1
Bulletin CAS/CIAC.....	2.0 p 3
By-laws - Amendments.....	3.0 p 6
By-laws - Board of Control.....	3.0 p 3
By-laws - Committees.....	3.0 p 4
By-laws - Consultants.....	3.0 p 4
By-laws - Cooperative Team.....	3.0 p 15
By-laws - Division Tourn. Play.....	3.0 p 7
By-laws - Determine Tourn. Div.....	3.0 p 8
By-laws - Eligibility.....	3.0 p 9
By-laws - Good Will Trips.....	3.0 p 9
By-laws - Legal Action/Expense.....	3.0 p 2
By-laws - Legis. Body CIAC.....	3.0 p 3
By-laws - CIAC Meetings.....	3.0 p 5
By-laws - CIAC Membership.....	3.0 p 1
By-laws - CIAC Officers.....	3.0 p 4
By-laws - CIAC Organization.....	3.0 p 3
By-laws - CIAC Out-of- Season.....	3.0 p 16
By-laws - Postponed Games.....	3.0 p 5
By-laws - Purpose CIAC.....	3.0 p 1

By-laws - Recruitment.....	3.0 p 11
By-laws - Reinstatement CIAC.....	3.0 p 2
By-laws - Restitution CIAC.....	3.0 p 10
By-laws Revision Committee.....	6.0 p 9
By-laws - Termination CIAC.....	3.0 p 2
By-laws - Tourn/Meets/Games.....	3.0 p 6
By-laws - CIAC Travel.....	3.0 p 6
By-laws - CIAC Violation.....	3.0 p 1

### C

CAAD - Endorse CIAC.....	1.0 p 8
CABE - Endorse CIAC.....	1.0 p 7
CAPSS - Endorse CIAC.....	1.0 p 7
Captain's Practice.....	4.0 p 4
Cancelled Game Form.....	App. P
Cheerleading - Coaching Permit.....	11.0 p 7
Cheerleading - Placement Regs.....	4.0 p 31
Chemical Health Policy.....	4.0 p 15
CHSCA-CIAC Endorsement.....	1.0 p 7
CIAC Amendment By-Laws.....	3.0 p 6
CIAC Annual Report.....	1.0 p 4
CIAC Benefits.....	1.0 p 2
CIAC Board of Control.....	6.0 p 2
CIAC Controlled Sports.....	4.0 p 1/1.0 p 3
CIAC Fiscal Year By-laws.....	3.0 p 6
CIAC Funding.....	1.0 p 2
CIAC How Governed.....	1.0 p 2
CIAC How Many Schools.....	1.0 p 2
CIAC Membership By-laws.....	3.0 p 1
CIAC Name By-laws.....	3.0 p 1
CIAC Organization By-laws.....	3.0 p 3
CIAC Purpose.....	1.0 p 1
CIAC Recognized Officials.....	8.0 p 3
CIAC Services.....	1.0 p 3
CIAC Values.....	1.0 p 3
CIAC What is CIAC.....	1.0 p 1
CIAC Who May Join.....	1.0 p 2
CIAC Whom to Talk to.....	1.0 p 1
Club Sports.....	4.0 p 5
Coaches Code of Ethics.....	11.0 p 2
Coaching Regulation/Permit.....	11.0 p 4
Coaches Termination.....	11.0 p 13
Coaching Temporary Permit.....	11.0 p 5
Coaching Permit - Volunteers.....	11.0 p 6
Code for Ath. Admin.....	11.0 p 9
Code of Eligibility.....	App B
Code of Ethics Coaches.....	11.0 p 7
Committee Reports Chair.....	6.0 p 3
Committee Attendance.....	6.0 p 2
Committee Chair Responsibility.....	6.0 p 2
	& 8.0 p 15
Committee Finances.....	6.0 p 2
Committee Meetings.....	6.0 p 2
Consolidation / Schools.....	4.0 p 18
Constitution - Amendments.....	2.0 p 16
Constitution - Assoc Sch Prin.....	2.0 p 9
Constitution - Athletics.....	2.0 p 12
Constitution - Benefit / New Earn.....	2.0 p 15
Constitution - Bds of Control.....	2.0 p 8
Constitution - Board of Director .....	2.0 p 4
Constitution - Control.....	2.0 p 14
Constitution - Eligibility Com.....	2.0 p 13
Constitution - Eligibility Review.....	2.0 p 13
Constitution - Executive Dir.....	2.0 p 6
Constitution - Indemnification.....	2.0 p 15

Constitution - Immunity.....	2.0 p 15
Constitution - Legal Action.....	2.0 p 2
Constitution - Legislative Body .....	2.0 p 7
Constitution - Meetings.....	2.0 p 12
Constitution - Membership.....	2.0 p 1
Constitution - Name.....	2.0 p 1
Constitution - Nominating Com.....	2.0 p 11
Constitution - Officers.....	2.0 p 3
Constitution - Organization.....	2.0 p 3
Constitution - Principal Center.....	2.0 p 10
Constitution - Purpose.....	2.0 p 1
Constitution - Standing Com.....	2.0 p 11
Constitution - Student Activities.....	2.0 p 14
Constitution - Suspend/Reinstate.....	2.0 p 14
Constitution Termination.....	2.0 p 15
Cooperative Team Application..	App R
Cooperative Team - By-laws.....	3.0 p 14
Co-op Team - Dissolution of.....	3.0 p 15
Co-op Team Regis/Questions.....	App R
Copyright Interest.....	4.0 p 2
Creatine - CIAC Purpose.....	4.0 p 16
G. Cross Country Awards.....	5.0 p 1
B. Cross Country Awards.....	5.0 p 4
B. Cross Country Committee.....	6.0 p 5
G. Cross Country Committee.....	6.0 p 7
Cross Country Road Races.....	4.0 p 25
Cross Country Triathlon.....	4.0 p 24
Cross Country Workers Fees.....	8.0 p 16
Cross Country Middle Level.....	9.0 p 5

### D

Directions to CAS/CIAC.....	App M
Director of Athletics Position.....	11.0 p 9
DQ Report Form.....	App T
DQ Regs & Interpretation.....	App T
Disqualification Rule.....	4.0 p 6
Drug Policy.....	4.0 p 14

### E

Ejection/Coach.....	4.0 p 8
Electronic Game Reproduction.....	4.0 p 37
Electronic Game Score Submission.....	4.0 p 38
Eligibility Attendance Policy.....	7.0 p 1
Eligibility Block Scheduling.....	7.0 p 1
Eligibility Code/Rules.....	App B
Eligibility Committee Operation.....	7.0 p 2
Eligibility Due Process.....	App B
Eligibility Fall Sports.....	7.0 p 1
Eligibility Filing Lists.....	7.0 p 4
Eligibility How/When.....	7.0 p 4
Eligibility List Form.....	App B
Eligibility Marking Period.....	7.0 p 1
Eligibility Scholarship.....	7.0 p 1
Eligibility Special Education.....	7.0 p 9
Eligibility Standard Middle Level.....	9.0 p 3
Eligibility Verifying Information.....	7.0 p 5
Eligibility By-laws.....	3.0 p 9
Eligibility Revision Committee.....	6.0 p 9
Entry Fees.....	8.0 p 1
Exclusivity.....	8.0 p 3

**F**

Fall Tennis.....	4.0 p 27
Female Officials - CIAC Position..	11.0 p 9
Field Hockey Awards.....	5.0 p 1
Field Hockey Middle Level.....	9.0 p 5
Field Hockey Workers Fees.....	8.0 p 21
Field Hockey Committee.....	6.0 p 7
Field Hockey Officials Fees.....	8.0 p 6
Financial Statement Model.....	8.0 p 2
Fines.....	4.0 p 36
First Day of Week.....	12.0 p 1
Food Supplement - CIAC Position..	4.0 p 16
Football Awards.....	5.0 p 4
Football Committee.....	6.0 p 5
Football Conditioning.....	4.0 p 26
Football MiddleLevel.....	9.0 p 5
Football Officials Fees.....	8.0 p 7
Football Spring Practice.....	4.0 p 25
Football Workers Fees.....	8.0 p 17
Foreign Student Eligibility.....	7.0 p 2
Foreign Student - Def. Sch. Sport.....	7.0 p 3
Forfeits.....	4.0 p 9
Forfeit Game Form.....	App P
Forms & Applications.....	App V

**G**

Game Dates Boys.....	App F, H, J
Game Dates Girls.....	App G, I, K
Game Limitation League.....	12.0 p 1
Game Limitation Week/Season.....	12.0 p 1
Game Limitation Middle Level.....	9.0 p 10
Girls Work/Season Limits.....	App G, I, K
Goodwill Trips.....	3.0 p 9
Golf Committee.....	6.0 p 6
Golf outside Participation.....	4.0 p 26
Golf Nine/Eighteen Holes.....	4.0 p 26
Golf Awards.....	5.0 p 5
Golf - Workers Fees.....	8.0 p 17
Gymnastics Awards.....	5.0 p 1
Gymnastics Officials Fees.....	8.0 p 7
Gymnastics Committee.....	6.0 p 8
Gymnastics Middle Level.....	9.0 p 6
Gymnastics Outside Participation ..	4.0 p 27
Gymnastics Workers Fees.....	8.0 p 21

**H**

Hardship.....	7.0 p 11
Hazing.....	4.0 p 8
Home School CAS Position.....	7.0 p 11
Home School CHSCA Position.....	7.0 p 12
Home School CAPSS Position.....	7.0 p 12
Home School Eligibility.....	7.0 p 11

**I**

Ice Hockey Awards.....	5.0 p 5
Ice Hockey Middle Level.....	9.0 p 6
Ice Hockey Committee.....	6.0 p 6
Ice Hockey Officials Fees.....	8.0 p 8
Ice Hockey Weekly Limits.....	4.0 p 27
Ice Hockey Workers Fees.....	8.0 p 17
Ice Hockey Penalties.....	4.0 p 27
Indoor Soccer.....	4.0 p 28
Indoor Track Workers Fees.....	8.0 p 18
Indoor Track Committee.....	6.0 p 7

B/G Indoor Track Awards.....	5.0 p 5
G. Indoor Track Trophies.....	5.0 p 5
Indoor Track/Outside Participate. ....	4.0 p 28
Ineligible Competitor.....	4.0 p 9
Instructional Programs Coaches.....	11.0 p 7
Interpreter Regulations.....	4.0 p 19

**J**

Jamboree.....	4.0 p 4
Job Description Asst Coach.....	11.0 p 10
Job Description Ath Director.....	11.0 p 11
Job Description Coach.....	11.0 p 11

**L**

B Lacrosse Awards.....	5.0 p 6
G Lacrosse Awards.....	5.0 p 2
Lacrosse Committee.....	6.0 p 6
Lacrosse Officials Fees.....	8.0 p 9
Lacrosse Workers Fees.....	8.0 p 17
Late Entry Policy.....	4.0 p 10
League Tourn Game Fee.....	8.0 p 12
League Tourn Postponement.....	4.0 p 11
League Playoff Game.....	4.0 p 10
League Playoffs Game Limits.....	12.0 p 1
Leagues/Role of CIAC.....	4.0 p 10
League Position Reaffirm.....	4.0 p 10

**M**

Media Communication.....	4.0 p 2
Medical Service/Contests.....	4.0 p 12
Middle Level Athletic Practices.....	9.0 p 2
Middle Level Elig. Standards.....	9.0 p 3
Middle Level Guidelines.....	9.0 p 1
Middle Level Medical Services.....	9.0 p 3
Middle Level Seasons Limits.....	9.0 p 10
Minimum Games for Tournament....	4.0 p 16
Mission Statement.....	1.0 p 1
Modification NF Rules.....	10.0 p 2

**N**

National Championship.....	4.0 p 17
National Federation Association.....	10.0 p 5
National Federation Recognition.....	10.0 p 1
National Federation Rules.....	10.0 p 1
Nat. Federation Rule Changes.....	10.0 p 3
National Federation Sanction.....	10.0 p 4
Nat. Federation Sanction Form.....	App W
NCAA Academic Requirement.....	7.0 p 5
NCAA Comments.....	7.0 p 7
NCAA Clearinghouse.....	7.0 p 8
Ninth Grade Participation.....	7.0 p 8
Number of Games/Tournament.....	4.0 p 16

**O**

Officials Agreement.....	8.0 p 4
Officials Contract.....	8.0 p 13
Officials Committee.....	6.0 p 9
Officials - Missing Contest.....	8.0 p 12
Officials Recognition Standard.....	8.0 p 4
Officials Rules Interpretation.....	8.0 p 5
One Person Team.....	4.0 p 5
Open House.....	3.0 p 12

Organizational Chart.....	App L
Out-of-Season By-Laws.....	3.0 p 16
Out-of-Season Game Form.....	App S
B. Outdoor Track Committee.....	6.0 p 7
G. Outdoor Track Committee.....	6.0 p 8
Outdoor Track Workers Fees.....	8.0 p 19
Outside Competition.....	12.0 p 1

**P**

Pairings Information.....	4.0 p 36
Pay-to-Play.....	4.0 p 19
Philosophy/Athletics.....	4.0 p 18
Physical Exams.....	4.0 p 13
Policy Season Limitations Com.....	12.0 p 2
Postponed Games By-laws.....	3.0 p 5
Postponed League Tourn.....	4.0 p 11
Practice Dates Boys.....	App F, H, J
Practice Dates Girls.....	App G, I, K
Practice During Season.....	4.0 p 5
Protest Form Eligibility.....	App D
Protests.....	4.0 p 21
Prosthesis.....	4.0 p 21

**Q**

Q & A - Coaching Permit - Vol.....	11.0 p 6
Q & A - Out-of-Season.....	3.0 p 22

**R**

Radio Broadcast Policy.....	App O
Reclassification/Consolidation.....	4.0 p 21
Recognition Standards Official.....	8.0 p 4
Recruitment Form.....	App Q
Recruitment Policy.....	App Q
Recruitment By-laws.....	3.0 p 11
Regulations Determining Tourn Div...3.0	p 8
Regulation Interpreter.....	4.0 p 22
Religious Holidays.....	12.0 p 2
Restitution.....	3.0 p 10
Rules of Eligibility.....	App B
Rule Experimentation Nat Fed.....	10.0 p 4
Rule Modification Nat Fed.....	10.0 p 3
Rules Modification Operation.....	6.0 p 4

**S**

Sales / Raffles / Solicitation.....	4.0 p 22
Sanction National Federation.....	10.0 p 4
SAT Test Dates.....	4.0 p 16
Schedules / Regular Season.....	4.0 p 22
School Start Time-CIAC Position....	4.0 p 20
Scrimmage.....	4.0 p 4
Scrimmage Fees.....	8.0 p 15
Season Limitations Policy.....	12.0 p 2
Season Limitations Committee.....	6.0 p 9
B. Soccer Awards.....	5.0 p 6
G. Soccer Awards.....	5.0 p 2
Soccer Officials Fees.....	8.0 p 10
G. Soccer Committee.....	6.0 p 8
B. Soccer Committee.....	6.0 p 6
Soccer Middle Level.....	9.0 p 7
Soccer Workers Fees.....	8.0 p 17
Soccer Yellow/Red Card.....	4.0 p 28
Softball Awards.....	5.0 p 2
Softball Committee.....	6.0 p 8
Softball Middle Level.....	9.0 p 7

Softball Officials Fees.....	8.0 p 9
Softball Playing Dates.....	4.0 p 29
Softball Suspended Games.....	4.0 p 29
Softball Workers Fees.....	8.0 p 21
Special Education Eligibility.....	7.0 p 9
Specialization Early Age.....	12.0 p 4
Sports Club.....	4.0 p 5
Sports Committee Budgets.....	8.0 p 1
Sports Participation Survey.....	App A
Sportsmanship.....	4.0 p 32
Strike Definition.....	8.0 p 3
Student Visa.....	7.0 p 3
Sunday Football.....	4.0 p 25
B Swimming Awards.....	5.0 p 6
G Swimming Awards.....	5.0 p 2
Swimming - CIAC Participation.....	4.0 p 30
B Swimming Committee.....	6.0 p 6
G Swimming Committee.....	6.0 p 8
Swimming Middle Level.....	9.0 p 7
Swimming Pool Temperature.....	4.0 p 29
Swimming Officials Fees.....	8.0 p 10
Swimming / Outside Participate.....	4.0 p 30
Swimming Water Depth.....	4.0 p 30
Swimming Workers Fees.....	8.0 p 18

**T**

Telecast - Copyright.....	4.0 p 2
B Tennis Awards.....	5.0 p 7
G Tennis Awards.....	5.0 p 3
B Tennis Committee.....	6.0 p 6
G Tennis Committee.....	6.0 p 8
Tennis Fall.....	4.0 p 30
Tennis Middle Level.....	9.0 p 8
Tennis / Outside Participate.....	4.0 p 30
B Tennis Workers Fees.....	8.0 p 18
G Tennis Workers Fees.....	8.0 p 21
Testing Dates SAT/ACT.....	4.0 p 17
Ticket Prices.....	8.0 p 15
Tournament/Meets/Games By-law.....	3.0 p 6
Tournament Game Balls.....	4.0 p 36
Tournament Information.....	4.0 p 36
B Track Awards.....	5.0 p 7
G Track Awards.....	5.0 p 3
Track Middle Level.....	9.0 p 8
Track / Outside Participate.....	4.0 p 31
Transfer Rule.....	7.0 p 9
Transfer Waiver Form.....	App U
Travel Regulation.....	3.0 p 6
Tryouts.....	4.0 p 3
TV Telecast Policy.....	App N
Two / Three Day Meets.....	12.0 p 1

**U**

Unattached Definition.....	4.0 p 6
Unified Sports Eligibility.....	7.0 p 12
Unified Sports Purpose.....	7.0 p 12
Unified Sports Report.....	1.0 p 6

**V**

B Volleyball Awards.....	5.0 p 7
G Volleyball Awards.....	5.0 p 3
B Volleyball Committee.....	6.0 p 7
G Volleyball Committee.....	6.0 p 9
Volleyball Middle Level.....	9.0 p 9
Volleyball Officials Fees.....	8.0 p 11

Volleyball Workers Fees.....	8.0 p 21
Volunteer Coaching Permit.....	11.0 p 6

**W**

Warning Statement.....	4.0 p 15
Week/Season Limits Boys.....	App F, H, J
Week/Season Limits Girls.....	App G, I, K
Weekly Limits - Two/three Day.....	12.0 p 1
Wrestling Awards.....	5.0 p 8
Wrestling Committee.....	6.0 p 7
Wrestling Middle Level.....	9.0 p 9
Wrestling Officials Fees.....	8.0 p 12
Wrestling Skin Fold.....	4.0 p 31
Wrestling Weight Control.....	4.0 p 31
Wrestling Workers Fees.....	8.0 p 20