



# Coaches Guidebook



## 2009-10



## 2010 MICHIGAN MERIT EXAM DATES

### WINTER 2009 - Conflicts

**March 9 -- Girls Basketball Regionals; Ice Hockey Quarterfinals; LP Boys Diving Regionals**

**March 10 -- Boys Basketball Districts; Ice Hockey Quarterfinals**

**March 11 -- Girls Basketball Regionals; Ice Hockey Semifinals**

### Makeup Dates - Conflicts

**March 23 -- Boys Basketball Quarterfinals**

**March 24 -- None**

**March 25 -- Boys Basketball Semifinals**

## 2009-10 NATIONAL TESTING DATES

Please advise students of the 2009-10 test date schedule. Your students should be aware of athletic tournament dates and should attempt to schedule their respective test date away from tournament dates of the sport or sports in which they are interested and participate. Following are test dates for 2009-10 and dates where tournaments would create conflict.

### ACT ASSESSMENT DATES - CONFLICTS

**September 12, 2009 -- None**

**October 24, 2009 -- UP Cross Country Finals; Boys Soccer Districts**

**December 12, 2009 -- None**

**February 6, 2010 -- None**

**April 10, 2010 -- None**

**June 12, 2010 -- Baseball Regionals; LP Boys Golf Finals; Boys and Girls Lacrosse Finals;  
Girls Soccer Regionals; Softball Regionals**

### SAT TESTING DATES - CONFLICTS

**October 10, 2009 -- LP Girls Golf Regionals; LP Boys Tennis Regionals**

**November 7, 2009 -- LP Cross Country Finals; Boys Soccer Finals; Football Districts; Volleyball Districts**

**December 5, 2009 -- None**

**January 23, 2010 -- None**

**March 13, 2010 -- Girls Gymnastics Finals; Ice Hockey Finals; LP Boys Swimming & Diving Finals**

**May 1, 2010 -- None**

**June 5, 2010 -- LP Boys Golf Regionals; Boys & Girls Lacrosse Regionals; Baseball Districts;  
Softball Districts; Girls Soccer Districts; UP Boys Tennis Finals; UP Golf Finals**

### AP EXAM DATES - CONFLICTS

**May 3-7, 10-14, 2010 -- None**

*(Advanced Placement Exams are administered over a five-day period for each subject)*

**GUIDEBOOK FOR  
HIGH SCHOOL COACHES  
MICHIGAN HIGH SCHOOL ATHLETIC  
ASSOCIATION  
2009-10**

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The *Coaches Guidebook* has been developed to assist Michigan high school and junior high/middle school coaches (faculty and non-faculty, paid and volunteer) in their knowledge of regulations and guidelines serving interscholastic athletics. In no way should coaches interpret the material in this *Guidebook* as the complete answer to every athletic situation. Coaches must maintain close contact with their athletic directors and other school administrators who have access to more comprehensive publications.

## STAFF

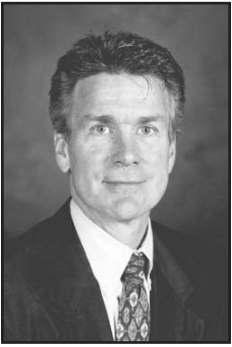
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## CONTACT PERSONS & PRESIDENTS FOR COACHES ASSOCIATIONS

Professional development is an important way for coaches to improve and grow in their respective sports. In Michigan we are fortunate to have individual associations for all of the MHSAA Tournament Sports. Please consult the MHSAA Web site at [mhsaa.com](http://mhsaa.com) for current presidents and contact persons for these associations. The list is located on the Resources page under “Coaches.”

## COACHES MAKE THE DIFFERENCE



I'm the son of a coach. I was a coach. Every boss I've ever had was a coach. I owe almost everything I am to coaches – the overlooked, underpaid, high school and junior high school coach.

But more importantly, coaches have made athletics one of the most cost-efficient and educationally accountable aspects of secondary schools. Nowhere in education do you find it as often as you do in school athletics that teachers are teaching what they want to teach, to students who are learning what they want to learn, and both are willing to work hour after hour on their own time, after school, to make certain that everything that can be taught is taught and everything that can be learned is learned.

Coaches may not be the reason students come out for sports, but they're usually the reason students **stay** out for sports. Coaches don't give students ability, but they discover or develop it. Coaches make both the quantitative and qualitative difference.

Coaches are the reason some schools win more than others. Coaches are the reason some schools have better sportsmanship than others. Coaches are the reason some schools have a more educationally based program than others. Coaches make the difference between a program of excesses and a program of education.

Coaches are the critical link in the educational process of athletics, they are the critical link in the sportsmanship at contests, and they are the critical link in the traditions of success which some schools enjoy. It has always been so, and it always will be so.

No one higher up or lower down the organizational chart has more impact on athletes than do coaches. Coaches are the **delivery system** of educational athletics, and they have delivered **well!**

Coaches, nothing that is done in high school athletics in this state is more important than what you do with your athletes day-in and day-out during the season. Thank you for your essential contribution and, please, stay with your high calling. **You** make the difference.

Coach, this is **educational** athletics. Learning is more important than winning. But your attention to the information in this book and your cooperation with the administrators of your school will help your teams be successful in 2008-09.

It is important that you see yourself as the teacher of students more than the coach of a sport. Your support of coaches of other sports and your encouragement that "your athletes" participate in other sports and school activities will help these students receive a complete educational experience that will serve them better than any one-dimensional experience.

*John E. Roberts*  
*MHSAA Executive Director*

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## I. ATHLETIC CODES FOR COACHES & ATHLETES

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Schools voluntarily join the MHSAA each school year by resolution of their respective Boards of Education. Member schools may have additional codes and requirements for coaches, athletes, administrators and even spectators.

### A. ATHLETIC CODE FOR COACHES

The Coach is the official representative of the school at interscholastic athletic activities.

In this important capacity, these standards should be practiced:

1. Develop an understanding of the role of interscholastic athletics and communicate it to players, parents and the public.
2. Develop an up-to-date knowledge of the rules, strategies, precautions, and skills of the sport and communicate them to players and parents.
3. Develop, communicate and model policies for athletes' conduct and language in the locker room, at practice, during travel, during competition, and at other appropriate times.
4. Develop fair, unprejudiced relationships with all squad members.
5. Allow athletes to prove themselves anew each season and do not base team selections on previous seasons or out-of-season activities.
6. Allow athletes time to develop skills and interests in other athletic and non-athletic activities provided by the school and community groups.
7. Give the highest degree of attention to athletes' physical well-being.
8. Teach players, by precept and example, respect for school authorities and contest officials, providing support for them in cases of adverse decisions and refraining from critical comments in public or to the media.
9. Teach players strict adherence to game rules and contest regulations.
10. Present privately, through proper school authorities, evidence of rule violations by opponents; and counteract rumors and unproven allegations of questionable practices by opponents.
11. Attend required meetings, keep abreast of MHSAA policies regarding the sport, and be familiar with MHSAA eligibility and contest regulations.
12. Present a clean and professional image in terms of personal appearance, and provide a positive role model in terms of personal habits, language and conduct. Use of tobacco within sight of players and spectators and use of alcohol any time before a contest on the day of the contest is not acceptable.

### B. FOR ATHLETES

1. Know and adhere to the athletic code of the school.
2. Exceed all attendance and academic requirements as practical evidence of loyalty to school and team and a proper philosophy of school sponsored athletics.
3. Observe completely all policies regarding conduct, doing so as a duty to school, team and self.
4. Counsel with the athletic director over questions of eligibility.
5. Practice and play fairly, giving complete effort in all circumstances and credit in victory to teammates and to opponents in defeat.
6. Accept favorable and unfavorable decisions, as well as victory and defeat, with equal grace.
7. Demonstrate respect for opponents and officials, before during and after contests.

## II. ADMINISTRATION AND COACHES OF TEAMS

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- A. The superintendent of schools or principal of the high school, or that member of the faculty designated by either of them, shall administer the teams representing the school and shall sign all contest and official's contracts.
- B. The person responsible for the immediate training or coaching of a secondary athletic team SHOULD be a member of the regular teaching staff of the school district. If a non-faculty member is used (paid or volunteer), that person must be registered by the school with the MHSAA BEFORE assuming any coaching duties. A coach must be at least eighteen (18) years of age and not a current high school student.
- C. **TEAM REMOVED** — According to MHSAA regulations, if a team is removed from competition in protest, the contest is forfeited to the opponent. The coach and principal of the removed team must appear before the Executive Committee to indicate why additional action should not be taken. Officials are to notify the MHSAA office promptly in writing when this occurs.

- D. **COACH EJECTED** — According to MHSAA regulations, if a coach is ejected from a contest and an assistant coach or an assigned school representative is not available to continue as coach, the event is terminated and forfeited to the opponent. In all sports, students and coaches who are disqualified from one contest for unsportsmanlike conduct are disqualified for the rest of the day and for the next day of competition. Officials are to notify the school before noon of the day following an ejection and the MHSAA office in writing within 48 hours using the Officials Report form.
- E. The Representative Council URGES that all schools strive to the standard that only qualified faculty members are used as head coaches of interscholastic athletic teams, and that all non-faculty coaches complete the MHSAA's **Coaches Advancement Program (CAP)** or equivalent program. It should be the goal of every member school to require coaching education for every coach, every year.

### III. PLAYING RULES AND RULES MEETING ATTENDANCE

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- A. Schools shall adhere to the playing rules adopted by the MHSAA to govern games and meets in baseball, basketball, competitive cheer, cross country, football, golf, gymnastics, ice hockey, lacrosse, soccer, softball, skiing, swimming and diving, tennis, track and field, volleyball and wrestling.
- B. Unless modified elsewhere in the regulations, the official playing rules for competition involving one or more MHSAA member junior high/middle schools or high schools are as follows:  
**Baseball, Basketball, Cross Country, Football, Girls Gymnastics, Ice Hockey, Boys Lacrosse, Girls Lacrosse, Soccer, Softball, Swimming & Diving, Track & Field, Girls Volleyball, and Wrestling** - National Federation of State High School Associations (published or endorsed).  
**Bowling** - U.S. Bowling Congress (applicable rules as stated in MHSAA Participating School Tournament Information).  
**Competitive Cheer** and **Skiing** - MHSAA.  
**Golf** - U.S. Golf Association  
**Tennis** - U.S. Tennis Association.
- C. By Representative Council action **Rules Meetings** are required in some sports for officials and coaches who wish to participate in MHSAA Tournaments: **Before you go to a Rules Meeting or a Coaches and Officials Meeting, double-check the MHSAA Website for meeting locations and times. All Rules Meetings are now online. Please visit MHSAA.com for details and schedules.**

Each head coach of a varsity team in a sport under MHSAA jurisdiction shall attend or complete an online MHSAA Rules Meeting for that sport for the current school year. If the head coach does not attend or complete an online Rule Meetings, an administrator or designee from that coach's school shall attend.

#### **MHSAA Regulation II, Section 8 (B) and 8 (C):**

Each head coach of a varsity team in a sport under MHSAA jurisdiction shall complete (in person or online) the MHSAA rules meeting for that sport for the current school year if meetings are provided and attendance is required. If the head coach does not complete a rules meeting that coach shall be prohibited from coaching in that season's MHSAA tournament in that sport and shall not be present at the facility where the MHSAA tournament involving that coach's team is being held.

- D. **RATING OF OFFICIALS** — The Michigan High School Athletic Association Representative Council adopted, in May of 1987, a **Handbook** regulation which makes clear and emphatic the responsibility of MHSAA member high schools to rate officials who work contests (home and away) involving their teams in sports for which officials' ratings are maintained (football, boys and girls basketball, girls competitive cheer, ice hockey, wrestling, volleyball, boys and girls soccer, baseball, softball and boys and girls lacrosse).

High schools which fail entirely to rate **any** varsity officials during the season shall be subject to the penalties outlined under Regulation V, Section 4(A), including any or all, but not limited to, censure, probation with or without competition, forfeiture, loss of privilege of tournament hosting or revenue sharing, suspension and/or expulsion.

Regulation II, Section 7(B) applies only to high schools. Junior highs and middle schools are **urged** to rate officials as well. It is expected that athletic directors rate the officials or monitor the ratings by their coaches. While notes might be kept on officials during the season, the MHSAA rating forms should be submitted to the MHSAA office at the end of the season when emotions are settled and evaluators can consider all of the contests each official worked.

**ONLINE RATINGS - All ratings shall be submitted online at mhsaa.com. Schools need to login to the site using the school ID and password to submit online ratings. Simply follow the step-by-step instructions on the site to submit online ratings.**

Schools should rate, **one** time only, each individual who works their varsity games, whether home or away. The same procedure applies to officials who officiate subvarsity contests.

The MHSAA does not maintain this system to be a true or perfect evaluation procedure. To make it so it would require the use of observers, more comprehensive forms, and possibly some give and take by officials and evaluators.

The current procedure for basketball, girls competitive cheer, football, wrestling, ice hockey, volleyball, soccer, baseball, lacrosse and softball, simply provide the MHSAA an additional tool for the assignment of tournament officials. It also gives officials, when their average ratings are determined, an idea of how they rate in comparison to other years and other officials. In either case, the MHSAA does not inform officials of the ratings given them by individual schools.

Currently officials may receive two ratings for the year. Sub varsity ratings have been developed to give officials an idea of their work in all but varsity officiating in grades 7-12 and were established initially during the 1993-94 school year.

Varsity ratings represent exclusively varsity contests officiated by the official being rated.

— **Specific Procedure for Basketball, Baseball, Girls Competitive Cheer, Ice Hockey, Boys Lacrosse, Girls Lacrosse, Softball, Football, Soccer, Wrestling & Volleyball** —

Over the years, coaches have wanted to have input into the rating of officials. The officials also have wanted to know what the coaches think of their work. The current system serves these purposes.

*The MHSAA defines a **RATING** as a subjective estimate of an official's ability as observed by a coach involved in the contest for which the official is rated.*

The ratings are determined on a scale of 1-5, with 1 being the best. The average rating shown on the official's registration receipt is a composite of three years of ratings. Every year the ratings from four years ago are dropped and the current year is added.

Officials are listed as **Approved**, **Supplemental** or **General**. An **Approved** official must have received 16 or more varsity ratings over a three-year period with an average of 3.0 or less. **Supplemental** officials include those officials with 6-15 varsity ratings or officials with 16 or more varsity ratings whose averages are greater than 3.0. **General** officials include those officials with 5 or less varsity ratings or those officials with 6-15 varsity ratings whose averages are greater than 3.0.

While it is recognized ratings are not exact, they are used as one of several factors in extending tournament officiating invitations.

## INSTRUCTIONS FOR SUBMITTING ONLINE RATINGS

Athletic directors need to log on to password-protected sections of our Web site to submit officials ratings. Additionally, athletic directors have the option to assign passwords to their coaches to rate officials.

### TO ACCESS THE ONLINE RATINGS SYSTEM:

1. Click on the **School Login** link in the lower left-hand side of the mhsaa.com home page
2. Enter your school ID and password to access the "MHSAA School Services" Web page.
3. Click the red **Enter Officials Ratings** link in the middle of the page. To learn how to enter ratings, click the Help link in the upper right-hand section of the "MHSAA Officials Ratings Center" Web page to access up to date instructions.

Athletic directors have the option to provide their coaches the ability to add officials ratings. Once logged on to the "MHSAA School Services" Web Page:

1. Click the **Update Your Coaches' Information** link.
2. Click the corresponding **Edit** link found in the right-hand column of the table row containing the sport you wish to select.

3. Check the box to allow the coach in the rated sport to enter ratings online.
4. Enter a password for the coach.
5. Re-enter the same password (to verify).
6. Notify your coach of her/his access. Coaches should use the two or three character sports code + the school ID for a login ID. For example, Brighton High School's Girls Basketball Coach would use GBB1016 for a login ID (GBB for girls basketball and 1016 for Brighton's school ID). For Baseball, BA1016 would be the login ID. The password assigned by the athletic director should then be used. Below is a list of prefixes for your school's sport codes.

Baseball	BA
Boys Basketball	BBB
Boys Lacrosse	BL
Boys Soccer	BSO
Football	FB
Girls Basketball	GBB
Girls Competitive Cheer	CC
Girls Lacrosse	GL
Girls Soccer	GSO
Ice Hockey	IH
Softball	SB
Volleyball	VB
Wrestling	WR

Login instructions for coaches can be downloaded from the "MHSAA Officials Ratings Center" Web page. Coaches cannot approve online ratings. That responsibility remains with the athletic director. Once the ratings are entered by the coach, she/he can click on a link to notify the A.D. that they have submitted ratings for approval. If you have not provided a valid email address, please update your profile on our Web site to enable an efficient transfer of information.

#### — Comment Procedure —

The comments to the rating system is devised to evaluate officials so that member schools have the opportunity to contract officials with good ratings as a part of their credentials. This rating system will also provide general feedback to the official who needs improvement in certain areas of his/her officiating.

Each official is to be rated in the following categories: (a) knowledge of rules; (b) proper positioning; (c) consistent judgment; (d) ability to prescribe proper fouls/penalties; (e) proper mechanics; (f) physical appearance; (g) contest management; (h) professionalism.

**Rating Value** — Each varsity official shall be given one of the following rating values: 1-excellent; 2-above average; 3-satisfactory; 4-below average; 5-unsatisfactory.

#### — Varsity Rating Definitions —

**Excellent** — Very good, first class, surpasses all others. Typically, the quality of performance required to officiate tournament contests.

**Above Average** — Better than the mean, high quality, better than the accepted level of performance. Typically, the quality of performance required to officiate mid and lower level tournament contests.

**Satisfactory** — Adequate, average, a solid performance. Typically, the quality of performance required to officiate seasonal and lower level tournament contests.

**Below Average** — Deficient, lacking the skills and/or knowledge to earn a higher rating. Typically, an official who would benefit from training and education.

**Unsatisfactory** — Not desirable, definite improvement required. Typically, a performance that lacks accepted mechanics, has limited knowledge of the rules, demonstrates weak people skills. *Requires Written Explanation.*

When an official receives a rating value of 3 (satisfactory), 4 (below average) or 5 (unsatisfactory), the school is required to indicate up to three categories (a-h) where the official needs improvement.

At the conclusion of the season, each member school will be required to submit to the MHSAA the ratings of all officials observed to the MHSAA. Each rating will be included in the official's record in order to compute an average rating for the season. Each official who receives ratings for the season of 3 (satisfactory), 4 (below average) or 5 (unsatisfactory) will receive notification from the MHSAA of the categories listed by rating schools where improvement is needed.

#### — Subvarsity Rating Definitions —

1 - A subvarsity official who has **demonstrated officiating skill and knowledge** which suggests readiness for advanced officiating opportunities. Continued evaluation and advanced education will assure steady development and advancement opportunities.

2 - A subvarsity official who has **demonstrated continued growth** in officiating skill and rule knowledge. Readiness to advance as an official is apparent but the official can benefit from game experience and evaluative guidance.

3 - A subvarsity official who has a **command of the skills and knowledge** necessary to develop into a quality official. Continued education and evaluation will provide opportunity to advance and grow as an official. Enforcement philosophy is apparent and rule knowledge is expressed in confident explanations.

4 - A subvarsity official who is beginning to **demonstrate awareness** of specific officiating techniques and mechanics. Participation in extensive training and education will benefit officiating development. Study and discussion will foster a clear understanding and knowledge of rules and enforcement philosophy.

5 - A subvarsity official **embarking on an officiating career path**. Growth and improvement will develop through officiating experience, approved training and evaluation while rules book study will assist the official in grasping concepts of rules and enforcement philosophy.

## IV. ELIGIBILITY RULES FOR ATHLETES

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**NOTE: Coaches are cautioned to refrain from providing opinions regarding eligibility. It is recommended that statements regarding eligibility be issued by a principal or athletic director.** It is the responsibility of schools to enter into competition only those students who are eligible under MHSAA regulations. Under MHSAA rules, for example, a student may not participate on a junior varsity and varsity team in the same sport on the same day, and a student disqualified from a MHSAA Contest is ineligible for the next game as outlined in Regulations V, Section 3 (D) and the "Disqualification Guide." Schools, **not officials**, must monitor adherence to these rules and all other *MHSAA HANDBOOK* regulations.

### A. AGE

Senior high school students must be under 19 years of age, 8th-graders under 15, and 7th-graders under 14, unless that birthday occurs on or after Sept. 1 of the current school year, in which case they are eligible throughout the school year.

### B. AMATEURISM

**Eligibility for interscholastic athletics at MHSAA member schools is limited to amateurs, meaning those student-athletes who have not received gifts of material or money and have not received other valuable considerations, including special considerations for loans, because of athletic performance or potential. Treatment of or privileges received by athletes or their families that are not provided or available to all students violate the principles of amateurism in interscholastic athletics. Gifts or loans to family members, based on the student's athletic performance or potential, are treated as gifts or loans to the student and violate that student's amateur status.**

Students cannot receive money or other valuable consideration for participating in MHSAA sponsored sports or officiating in interscholastic athletic contests, except as allowed by *Handbook* interpretations 132 and 133; or have signed a professional athletic contract.

### C. AWARDS

1. A student may accept, for participation in athletics, a symbolic or merchandise award which does not have a fair market value or cost in excess of \$25.
2. Banquets, luncheons, dinners, non-competitive trips, and fees or admissions to be a spectator at events, are permitted if accepted "in kind."
3. Awards in the form of cash, merchandise certificates, or any other negotiable document are never allowed.

4. Game ball presentations are allowable.
5. Prizes or awards for fundraisers which involve athletes or their parents only must follow the award rule. No cash or certificates, no symbolic or merchandise award in excess of \$25.
6. Student athletes may not keep school issued uniforms or equipment; these are school property even if they are purchased through team fundraisers. With advance approval from the AD, athletes may purchase items at the end of the seasons for fair (current) market value.

#### **D. "ALL-STAR" CONTESTS/NATIONAL CHAMPIONSHIPS**

According to the *MHSAA HANDBOOK*, no athletic director, coach, teacher, or administrator of a Michigan high school, and no athletic official registered with the Michigan High School Athletic Association, shall at any time, during the school year, assist either directly or indirectly with the coaching, management, direction, selection or transportation of players, promotion, or officiating of any "all-star" exhibition or similar contest, or of any contest that is or purports to be a national high school championship event or the qualification thereto in any MHSAA sponsored sport if one or more of the participants is currently enrolled in a high school.

#### **E. ENROLLMENT**

1. Students must be enrolled in the school for which they compete.
2. Students cannot be enrolled in high school for more than eight semesters or 12 trimesters. The seventh and eighth semesters must be consecutive, or the 10th, 11th and 12th trimesters must be consecutive.
3. Students are allowed only four first semesters and four second semesters, or 4 first, 4 second or 4 third trimesters.
4. Students cannot compete if they have graduated from high school, except as provided in Regulation I, Section 6 of the *MHSAA Handbook*.

#### **F. ACADEMIC REQUIREMENTS**

1. Students must pass 66% of full credit load potential for a full-time student during the previous semester/trimester.
2. Students must be currently passing at least 66% of full credit load potential for a full-time student.
3. Schools may require higher standards.

#### **G. PHYSICAL EXAMINATION**

Students must have on file in the school administrative office a statement for the current school year certifying that they are physically able to compete in athletic tryouts, practices and scrimmages, and a consent for disclosure. Valid physical exams for each school year must be conducted on or after April 15 of the previous school year.

#### **H. LIMITED TEAM MEMBERSHIP**

1. After practicing (including tryouts) or participating in an athletic contest or scrimmage as a member of a high school team, students cannot participate in an athletic contest or scrimmage on non-school teams in the same sport during the school season.
2. **Ice hockey, bowling, cross country, golf, gymnastics, swimming & diving, track & field and wrestling** apply the limited team membership rule from the point of a **student's first participation in a contest or scrimmage, rather than practice**. **Alpine skiing** and **tennis** apply the limited team membership rule to each individual from the point of the **team's** first participation in an interscholastic **contest or scrimmage**.
3. Students in *individual sports* (bowling, golf, tennis, cross country, track & field, wrestling, skiing, swimming & diving, or gymnastics) may participate in a maximum of two (2) non-school individual meets or contests during the season.

#### **I. MASTER ELIGIBILITY LISTS**

Schools shall prepare a Master Eligibility List or its equivalent of all students eligible for that sport under the provisions of the Regulations, including current term academic record. A list must be prepared prior to participation and at the beginning of each semester/trimester. Additions to the squad should be duly added. Current copies of the Master Eligibility List are to be available to competing schools upon request and must be submitted by the opt-out due date to the manager at the entry level of each MHSAA Tournament to which the school is assigned.

## V. COACH-PLAYER RELATIONSHIPS

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### A. OUT-OF-SEASON LIMITATIONS (see page 17-19 for additional information)

1. A coach may coach in his/her sport a maximum of four students at any one time (out-of-season) from the same school district in grades 7 through 12 from Monday the week of Aug. 15 through the last day of the school year.
2. In the summer informal football activities (with footballs, helmets, shoes) are allowed with a coach and a maximum of seven players.
3. Out-of-season activities in any sport may never involve:
  - (a) Use of school transportation.
  - (b) Use of school issued warm-ups or uniforms.
  - (c) Payment with school district funds of entry fees for teams or individuals to camps or competition unless those funds were generated through school approved activities of booster clubs, school teams, student groups, and community, civic or service groups and are not provided to students on the basis of athletic ability or potential.

NOTE: Payment of such fees shall be to the school. The school shall make direct payment to the clinic or camp in the name of the student.
4. Coaches may not require practices outside the defined MHSAA season for the sport.
5. "Open gyms" are allowed if they are open to all students, offer a variety of sports activities and do not involve instruction, evaluation or coaching. Coaches may not participate in open gym activities in the sport they coach.
6. Conditioning programs are permitted if they do not involve equipment which is specific to interscholastic sports.
7. Students may accept in kind up to \$200 per sport, per school (September through August) from school-approved fund raisers for entry fees to participate out-of-season in camps, clinics or competition (See 3(c) above).
8. Summer competitions held outside Michigan are subject to the regular-season travel restriction (*Handbook* Regulation II, Section 6) of 600 miles round trip for any non-bordering state team in the event.

### B. TRANSFER STUDENTS

A good rule to follow with regard to the eligibility of a student is as follows: "When in doubt, sit the student out ... until we find out!" Many coaches have encountered problems when they play athletes who are ineligible in a contest or scrimmage and their schools must forfeit those contests – whether the participation was accidental or intentional, the contest is forfeited. The transfer regulation is one for which coaches and parents must seek administrative assistance.

Any student who begins the 9th grade and then changes schools is ineligible in the new school **unless** they meet one of the four stated exceptions. School of choice transfers are still subject to the transfer rule. Attending a new school of choice **is not** one of the exceptions to the transfer rule and a student will be ineligible.

There are **15 exceptions** to the transfer rule – eight of them have to do with a change of residency. A change of residency must be full and complete – all the people a student was living with move to another public school district and the previous residence is disposed of. These 8 "residency exceptions" range from a traditional move from one district to another district with the people you lived with for at least the last 30 calendar days of the previous semester, to moving between divorced parents. Some of the other exceptions are as follows: a first time 9th-grader, being a ward of the court (not changing guardians), being a foreign exchange student, a student returning to live with his/her parents, an 18 year old student moves without his/her parents, a school ceases to operate.

A student who does not qualify for one of the exceptions and has transferred (changed enrollment) by the fourth Friday after Labor Day, becomes eligible for interscholastic scrimmages and contests the following Martin Luther King Day (Monday) regardless if classes are actually conducted on that day.

A student who does not qualify for one of the exceptions and has transferred (changed enrollment) by the fourth Friday of February becomes eligible for interscholastic scrimmages and contests the following Aug.1.

Because rules are complicated in many ways, coaches and parents must allow athletic directors and principals to determine this important aspect of eligibility – the transfer rule. **DO NOT** rely on the above brief statements of the rule - obtain accurate information from athletic administrators before changing schools.

### C. UNDUE INFLUENCE (RECRUITING)

The use of undue influence for athletic purposes by any person or persons directly or indirectly associated with the school to secure or encourage the attendance of a student or the student's parents or guardians as residents of the school district, shall cause the student to become ineligible for a minimum of one semester and a maximum of one year. The offending school shall be placed on probation for one year and offending coach or coaches not be permitted to coach at that school for a one-year period, and shall not coach at any other MHSAA member school in any tournament in any sport. Examples of undue influence include but are not limited to:

- offers of or acceptance of financial aid to parents, guardians or student;
- reduced or eliminated tuition and/or fees;
- any special privileges not accorded to other students, whether athletes or not;
- transportation allowances;
- preference in job assignments;
- room, board or clothing, promotional efforts and admission policies for athletes which are in excess of efforts for other students.

### INTERPRETATIONS — UNDUE INFLUENCE

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1. Funds which have been donated to schools by clubs and individuals may be given as financial aid to students through the normal financial aid program of the school **for all students**, without regard to potential. Financial aid based even partially on athletic potential or performance **is not permitted** from the school or from groups that exist because of or for the benefit of the school (e.g., booster clubs).
2. Individuals not exclusively representing athletic interests of a high school may make general presentations (not just athletic) to seventh and eighth grade students (not just athletes). There should be a **diversity** of presenters, speaking on a variety of topics to students of **all** interests. If it is a faculty member's responsibility to recruit students (not just athletes) and that person makes such contact irrespective of athletic eligibility, such contact is permitted. However, except as permitted under Interpretation 94, anything done for athletes that is not done in a comparable fashion for all students is undue influence.
3. It is a violation of this section for a coach or any other unauthorized representative of a school to suggest or promise that any part of tuition will be waived for a prospective student for any reason, including financial need. The only person who may address the possibility of fee reduction is that person who has specific responsibility for admissions and financial aid policies and procedures.
4. If it is a faculty member's responsibility to recruit students (not just athletes) and that person makes such contact irrespective of athletic eligibility, such contact is permitted. However, anything done for athletes that is not done in a comparable fashion for all students is undue influence.
5. When a student at a junior high/middle school or other high school, or the parents or guardians of that student, contact the coach about attending the coach's school, the coach shall refer the student, parent or guardian to the appropriate school personnel (those who have the responsibilities for seeking and processing prospective students).
6. A high school coach may not initiate contact with a student at a junior high/middle school or other high school, or the parents of that student, about attendance at the school. It is not a violation for a coach to have normal community contact with a student who attends a junior high/middle school of the same system which is a feeder to the high school. Normal community contact may include but is not limited to that which is unavoidable, brief and incidental to other intentions and without prior knowledge that such contact is likely to occur.
7. It is a violation of the undue influence regulation if coaches or their representatives call, send questionnaires, cards or letters or visit prospective athletes and their families at their homes.
8. High school coaches or their representatives may not attend grade school games for the purpose of evaluating and recruiting specific prospective athletes.
9. High school coaches and administrators may not request booster clubs, players or alumni from the high school to discuss the merits of their athletic program with prospective athletes or their parents by phone, in person or through letters.
10. Any high school may allow **all** students of any junior high/middle school to attend its athletic events without charge.
11. A coach may conduct an athletic camp at his or her school or another site during the summer if enrollment at the camp is open to all students at all schools. The coach is subject to the limitations of Regulation 11, Section 11 (G).
12. Persons "indirectly associated with the school" include but are not limited to parents of players and booster club members. Such persons are prohibited from providing or performing any of the examples of undue influence listed in the section and its interpretations.

## VI. FORFEITURES AND VIOLATIONS

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- A. Accidental, intentional, or other use or ineligible players or competition in violation of limitations of competition shall result in forfeiture of the contest(s) in which any ineligible players participated.
- B. If a team is removed from competition in protest, the contest is forfeited to the opponent and the coach and principal of the removed team must appear before the Executive Committee of the MHSAA.
- C. If the coach is ejected from the contest and an assistant coach or assigned school representative is not available to continue as the coach, the event is forfeited to the opponent.
- D. When a student is disqualified during a contest for flagrant or unsportsmanlike conduct, that student shall be withheld by his/her school from at least the next day of competition for that team.  
When a coach is disqualified during a contest for unsportsmanlike conduct, that coach shall be prohibited by his/her school from coaching at or attending at least the next day of competition for that team. If the playing rules for a sport specify an additional penalty or more rapid progression, or use such a progression for other violations, the playing rules apply.
- E. Any coach who is disqualified for unsportsmanlike conduct two or more times during a season, any player who is disqualified for unsportsmanlike conduct three or more times during a season, and any coach or player who is ejected for spitting at, hitting, slapping, kicking, pushing or intentionally and aggressively physically contacting an official at any time during that season, is not eligible to participate in the MHSAA tournament for that sport that season. If the tournament disqualifying ejection for that individual occurs during the MHSAA tournament, that player or coach is ineligible for the remainder of that tournament.
- F. Individuals or teams which are defeated by an ineligible opponent or by teams which allowed one or more ineligible students to participate do not advance in MHSAA tournaments.
- G. If placements in MHSAA tournaments are vacated as a result of an individual being ineligible or a team allowing one or more ineligible students to participate, other individuals or teams neither advance to those placements nor receive awards for these places.

## VII. RULES FOR SPORTS (Senior High Schools)

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### A. BASEBALL

- 1. Maximum competition of 56 combined games and playing dates for teams and individuals.
- 2. No more than two games per school day.
- 3. A student shall not pitch more than three consecutive days regardless of the outs pitched; and a player shall not pitch for two calendar days following that in which he pitched his 30th out.

### B. BASKETBALL

- 1. Maximum number of four scrimmages and 20 games for team and individual.
- 2. No more than one game of basketball per day and no more than three games per week (Monday through Sunday) during the regular season.
- 3. Students participating in an MHSAA tournament shall compete in no other basketball game during the week of that tournament (Monday-Sunday).
- 4. Students participating in an MHSAA tournament shall compete in no other basketball game during the week of that tournament (Monday-Sunday).

### C. BOWLING

Teams and individuals will be limited to four scrimmages and 24 days of competition during the season. Teams and individuals may participate in a maximum of three days of competition Monday through Sunday, but only two of the three days of competition shall occur on a day or night before a school day; and teams and individuals shall be limited to five days of competition in any 140day period Monday through Sunday and observe the season maximum of 24 days of competition. A student may participate in no more than 18 games per day and no more than eight games on a day which precedes a day of school (Five "Baker" format games will be the equivalent of one game for purposes of this rule).

- 1. Maximum 24 dates of competition
- 2. Maximum 18 individual games in one day
- 3. Maximum three meets/contests in a week

#### **D. GIRLS COMPETITIVE CHEER**

1. Maximum days of competition, 12, for team and participant.
2. All school-sponsored cheer competition must be in the MHSAA Competitive Cheer format.
3. No more than four scrimmages allowed.

#### **E. CROSS COUNTRY**

1. Maximum days of competition, 15, for team and player.
2. A contestant in a meet may not run a distance greater than 5,000 meters (3.1 miles).
3. No more than four scrimmages allowed.

#### **F. FOOTBALL**

1. Maximum number of games, nine for team and player.
2. A student may compete in not more than one (1) game of football in five (5) consecutive calendar days.
3. Teams must conduct at least three days of practice with only footballs, helmets, and shoes before practicing with pads. (Dummies and hand shields may be used)
4. Teams must conduct three weeks of practice on at least 12 separate days before playing their first game.
5. Football practice with pads shall be conducted at the place where practice will be held after school starts.
6. A team must practice on nine separate days before it can scrimmage another school.
7. Michigan student-athletes are limited to football helmets and football shoes in regards to equipment worn during any camp out-of-season, both in-state and out-of-state.

#### **G. GOLF**

1. Maximum days of competition, 16, team and individual.
2. Official rules are those of the United States Golf Association.
3. No more than four scrimmages allowed.

#### **H. GIRLS GYMNASTICS**

1. Maximum days of competition, 15, for team and individual.
2. Events for season meets:
  - (a) floor exercise
  - (b) balance beam
  - (c) vaulting
  - (d) uneven parallel bars
  - (e) all-around
3. Scoring
  - (a) event score totaled to determine final team scores
  - (b) team scores are determined by totaling best four individual scores in all events.
4. Exhibition performances are not permitted.
5. No more than four scrimmages allowed.

#### **I. ICE HOCKEY**

1. Maximum number of games, 24, for team and player.
2. Students may compete in no more than one interscholastic ice hockey game per day and in not more than three games per week (Monday through Sunday).
3. No more than two scrimmages before the first game.

#### **J. LACROSSE**

1. Maximum number of games, 18, for team and player.
2. No student may compete in more than three games and/or scrimmages in one week (Monday through Sunday), including regular season and MHSAA tournament play. An individual is limited to one game per school day. A team may compete in a multi-team tournament in which total allowable playing time for any team is no more than 120 (girls) / 150 (boys) running time minutes and the event counts as one of 18 regular-season contests. The following provisions would apply:
  - a. A team would be allowed a maximum of two (boys)/three (girls) multi-team tournaments in its regular-season schedule.

- b. No more than 20 (girls) 25 (boys)-minute running-time halves could have been played. The clock stops for injuries, and one timeout per team is allowed per half.
- c. Multi-team tournaments could only be held on non-school days.
- d. No overtime is played; games end in ties.
- e. For boys lacrosse, if an individual participates in a multi-team tournament, he is allowed in one other game date that week, Monday through Sunday.
- f. No more than four scrimmages allowed.

#### **K. SKIING**

1. Maximum number of contests, 15, for team and player. Sanctioned CUSSA Meets count toward the team and individual limit.
2. The official skiing rules shall be those printed in the MHSAA Ski Manual.
3. No more than four scrimmages allowed.

#### **L. SOCCER**

1. Maximum number of games, 18, for team and player and four scrimmages.
2. No student may compete in more than three games and/or scrimmages of soccer in one week (Monday through Sunday), including regular and MHSAA tournament play. An individual is limited to one game per school day. A team may compete in a multi-team tournament in which total allowable playing time for any team is no more than 180 minutes and the event counts as one of 18 regular-season contests. The following provisions would apply:
  - a. A team would be allowed a maximum of two multi-team tournaments in its regular-season schedule.
  - b. No more than 30-minute halves could have been played.
  - c. Multi-team tournaments could only be held on non-school days.
  - d. The games may only be resolved by a shoot-out method; no overtime could be played.
  - e. If an individual participates in a multi-team tournament, he/she is allowed in a maximum of two regulation games or scrimmages that week, Monday through Sunday.

#### **M. GIRLS SOFTBALL**

1. Maximum competition of 56 combined games and playing dates.
2. No more than two games per school day.

#### **N. SWIMMING AND DIVING**

1. Maximum days of competition, 17, for teams and individuals.
2. Students may participate in four events per meet, no more than two of which may be individual events.

#### **O. TENNIS**

1. Maximum days of competition for teams and individuals is 16.
2. A student may participate in no more than three matches per day, singles or doubles, not both. If the player did not play more than six sets in three matches, he may play a fourth match to complete the tournament.
3. The official tennis rules shall be those of the United States Tennis Association with MHSAA adoptions for Team Tennis.

#### **P. TRACK AND FIELD**

1. Maximum days of competition is 18 for teams and students.
2. A student may participate in no more than four events per meet.

#### **Q. GIRLS VOLLEYBALL**

1. Maximum days of competition is 18 for teams and students.
2. A student may participate in no more than 21 games per day.

#### **R. WRESTLING**

1. A student may participate in no more than five matches per day and no more than two matches on days which precede a day of school.
2. Teams and individuals may participate in a maximum of three days of competition, Monday through Sunday, but only two of the three days of competition may occur on a day or night before a school day; and teams and individuals shall be limited to five days of competition in any 14-day period, Monday through Sunday.

3. Teams and individuals are limited to eight events in which a wrestler may participate in more than two matches.
4. Teams and individuals are limited to 16 days of competition.
5. Weigh-ins do not count as a day of competition for an individual unless the student steps on the mat to wrestle or receive a forfeit.
6. A maximum of 40 matches for an individual is recommended prior to the MHSAA tournament series.
7. Prior to the MHSAA tournament series, an individual may participate in no more than 56 total matches (eight events of five matches and eight events of two matches [ $8 \times 5 + 8 \times 2 = 56$ ])
8. Schools and their students are subject to all aspects of the Michigan Weight Monitoring Program.

## **VIII. RULES FOR SPORTS (Jr. High/Middle Schools)**

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**Coaches are reminded of the overall philosophy of junior high/middle school athletics. The program should parallel that of the academic philosophy of junior high/middle schools. It should encourage participation and experiences in a variety of activities. Keep in mind that the goal of “winning” must be superseded by the goal of participation.”**

### **A. BASEBALL/SOFTBALL**

1. Maximum days of competition, 10, for team and player.
2. Students may participate in no more than two games per school day.

### **B. BASKETBALL**

1. Maximum number of games, 12, for team and player.
2. Games shall be played in six-minute quarters.
3. Teams combined with 9th-graders; eight-minute quarters.
4. No more than one game of basketball per day and no more than three games per week (Monday through Sunday) during the regular season. Only two of the three games may occur on a day/night before a school day.
5. Teams and individuals are limited to five games in any one, 14-day period Monday through Sunday.

### **C. COMPETITIVE CHEER**

Junior high/middle school competitive cheer teams are limited to a maximum of eight competitions during their competitive cheer season. A team is limited to one competition per day and no more than two competitions per week (Monday through Sunday).

1. The competitive cheer format consists of a Required Round and an Open Round.
2. During competition a maximum of 16 team members are allowed on the floor for competition in either round.

### **D. CROSS COUNTRY**

1. Maximum number of meets, 10, for team and student.
2. Maximum of two meets per week, one per day.
3. A contestant is limited to 3,200 meters or two miles.

### **E. FOOTBALL**

1. Maximum number of games, six, for team and player.
2. Games shall be played in eight-minute quarters.
3. Teams combined with ninth graders; 10-minute quarters.
4. A student may compete in not more than one game of football in six consecutive calendar days.
5. Games with high school ninth grade teams must be played under junior high rules.
6. Teams must conduct at least three days of practice with only football, helmets, and shoes before practicing with pads. (Dummies and hand shields may be used.)
7. Teams must conduct three weeks of practice on at least 14 separate days before playing their first game.
8. Football practices with pads shall be conducted at the place where practice will be held after school starts.

### **F. LACROSSE**

1. Maximum of thirteen consecutive weeks and a maximum of twelve dates.
2. Maximum of three games Monday through Sunday, but only two of the three games may occur on a day or night before a school day.
3. Competition in one game per school day.

4. A team may compete in a maximum of 2 multi-team tournament in which the total allowable playing time for any time is no more than 120 (girls)/150 (boys) running time minutes and the event counts as one of the 12 regular-season contests.
5. No more than 20 minute running time halves may be played in a multi-team tournament.
6. For boys lacrosse, if an individual participates in a multi-team tournament, that player is allowed one other regulation game that week, Monday through Sunday.
7. Boys games involving teams with 8th and/or 7th -grader students may not exceed 10-minute quarters.

#### **G. SOCCER**

1. Maximum number of games, 12, for team and player.
2. Games shall be played in four, 15-minute quarters.
3. Tie games at the end of regulation playing time will remain tied.

#### **H. SWIMMING & DIVING**

1. Maximum days of competition, 12, for team and student.
2. Limitation of two meets per week.

#### **I. TENNIS**

1. Competition limited to 12 days of competition per year.
2. No weekly limitation.
3. No more than three individual matches daily.
4. USTA rules would be used (with only MHSAA modifications allowed).

#### **J. TRACK & FIELD**

1. Maximum days of competition, 10, for team and student.
2. Students may participate in any three track and/or field events without regard to distance or interval between races.
3. Students shall not compete in events in two (2) track meets held on the same date or one (1) meet held on two days.

#### **K. GIRLS VOLLEYBALL**

1. Maximum days of competition, 12, for team and student
2. Limitation of three days of competition per week, but only two may be on a day or night before a school day; teams and individuals are limited to five days of competition during any 14-day period, Monday through Sunday, and 15 games per day.

#### **L. WRESTLING**

1. Maximum of 12 weigh-ins per season for teams and students.
2. Contestant limitation of two weigh-ins per week.
3. Season shall be restricted to 13 consecutive weeks with a limit of 60 days of practice and/or competition.
4. Three weigh-ins may occur one time during one week (Monday through Sunday) of the Junior High/Middle School season.

#### **Contest Length Variations**

Alternatives to the lengths of contests are permitted as long as no student exceeds the maximum minutes of playing time stated in specific game rules and the total extra playing time for the team does not exceed 25 percent of a regulation game or contest.

#### **Times of Games**

Whenever possible, junior high/middle school competition should be played before 5 p.m. and should not be scheduled at a time and place which would require unreasonable hours or overnight trips.

#### **Fall Sports Practice**

Fall sports practice for 7th and 8th grades may begin on the Monday before Labor Day. When school begins before the first allowable practice date, fall sports for a school may begin on the first day of classes for that school. In football, schools forced by regulation into a later practice starting date than their first opponent may, with MHSAA Executive Committee approval, begin practices the same time as their earliest starting opponent. Other seasons and starting dates will be established by the local district, league or conference.

#### **Junior High/Middle School Variations**

Interscholastic sports variations are printed in the *MHSAA Handbook*.

## IX. SCRIMMAGES

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- A. A scrimmage is defined as a practice session involving students from more than one school, organization or group and when pre-arranged or scheduled or directed by a coach or school representative.
- B. Scrimmages are for instruction more than competition and schools may not charge admission (or accept cash donations) or publicize results in any sport. Awards cannot be given and results may not count on won-loss records of the school. If a timing device is used, normal time shall be altered.
- C. Each school team and all players are allowed a maximum of four scrimmages per season. Two of the four allowable scrimmages may be used prior to the first competition for that team in that sport. Varsity and non-varsity scrimmages may be held at different sites and on different days. In wrestling, after the Regional Tournament competition, qualifiers may scrimmage qualifiers from other schools. In ice hockey, teams and players are allowed two preseason scrimmages only. No scrimmages in hockey may be held after a team plays its first regular-season game.
- D. It is not possible for a student to participate in both a scrimmage and a game on the same day in any one sport unless the regulations allow two games to be played in that sport on that day. "Fifth quarters," which do not count in the final score, are allowed in subvarsity competition; but students who participate in the "fifth quarter" of a game may not have participated in the regulation game.

## X. SUMMER REGULATIONS

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**MHSAA HANDBOOK SECTION 11 (H)**—There is no such thing as a school team outside the interscholastic season of practice and competition. Schools shall not require or sponsor activities in the name of the school team outside the school season for the sport involved. That the regulations or their interpretation do not prohibit a specific action or activity does not mean that such is permissible. When the regulations or their interpretation describe an allowed out-of-season contact between the coach and students of his/her school, it does not mean such may be required, conducted or sponsored explicitly or implicitly by their school district.

1. As a general rule, the activity of students is not restricted outside the high school season, subject to limitations of the amateur and awards rules as well as prohibitions on all-star and national high school championship competition. An individual student-athlete may obtain any amount of coaching from any coach, including his or her school coach, any time, year-around except during the summer dead period, provided the restrictions placed upon school coaches are followed. (See Interpretations 217-222)
2. These limitations out of season apply to coaches:
  - a. **Outside the school season during the school year (from Monday the week of Aug. 15 through the Sunday after Memorial Day observed)**, school coaches are prohibited from providing coaching at any one time under one roof, facility or campus to more than three (or four) students in grades 7-12 of the district or cooperative program for which they coach (four students if the coaching does not involve practice or competition with students or others not enrolled in that school district). This applies only to the specific sport(s) coached by the coach, but it applies to all levels and both genders, whether the coach is paid or volunteer (e.g., a volunteer JV boys soccer coach may not work with more than three girls in grades 7-12 outside the girls soccer season during the school year).
  - b. When school coaches are in contact with students during the summer, they do so un-sponsored by the school where they coach. These activities must be entirely non school programs:
    - (1) **During the summer prior to Aug. 1, except as limited during the summer "dead period" (see (3) below)**, coaches are limited to 15 days when they can coach in competition students in grades 7-12 of their school district if the teams involve more than the following number of players:

Soccer - 7	Lacrosse - 7
Basketball - 3	Ice Hockey - 3
Volleyball - 3	

Only the sports listed above are subject to these limitations on summer competition; and there are to be no summer competitions (as defined for these sports) on or after Aug. 1.

In football, a maximum of seven players at one time may engage in organized competition with their school coach present for a maximum of seven days (more than seven players may be present). In addition, informal activities (with footballs, helmets and football shoes – not sleds and dummies) may take place on any number of days during the summer as long as no more than seven students in grades 7-12 of the district are assembled with a football coach of that district.

These 15 (or 7) days of competition in the summer with the school's coaches of the sport present are subject to the same out-of-state travel limits that apply to school teams during the school season under Regulation II, Section 6, except for camps conducted within Michigan.

- (2) **During the summer prior to Aug. 1, except as limited during the summer "dead period" (see (3) below)**, football coaches may participate at bona fide summer football skills camps where more than 7 students from their school district in grades 7-12 are participating.
    - (a) Bona fide football camps are those sponsored by institutions or business enterprises including: colleges, individual schools or intermediate school districts, community school programs, etc.
    - (b) The camps must be open to students from any school district, and are subject to player equipment limitations of shoes and helmets. Sleds and dummies may be used at these camps.
    - (c) Camps limited to students entering grades 9-12 must be promoted and advertised in public media to be open to students from more than one high school.
    - (d) Camps sponsored by a high school and limited to students entering grades 9-12 may not extend more than 10 days total.
  - (3) **Summer "Dead Period"**- In addition to (1) and (2) above, member schools shall designate a minimum of seven full consecutive calendar days during the summer when school is not in session and after the school's last participation in any MHSAA Tournament sport and prior to August 1 when open gyms (see 4 below) and conditioning programs, including weight training, (see 5 below) are not permitted to be conducted on school premises or sponsored by the school at other facilities. None of the 15 or seven days of competition permitted under (1) above shall occur during this dead period. The summer dead period applies to all levels of MHSAA member schools, coaches and students in grades 7-12 (See Interpretation 221).
    - a. During the summer dead period, coaches may not provide coaching instruction to any students from the district in which they coach in any setting (including camps), except that non-school, organized baseball and softball practices or competitions regularly scheduled throughout the summer with schools' coaches and students from the same district may continue without interruption (e.g., American Legion)."
    - b. Within a school, the dead period shall be the same for all MHSAA tournament sports sponsored by that school, and it shall not overlap any portion of the fall preseason downtime. It is recommended that these seven days include the 4th of July.
  - (4) **Preseason "Down Time"** - Preseason "Down Time" - Beginning August 1 for all fall sports, March 1 for spring sports and 14 calendar days prior to the earliest start of practice for each winter sport:
    - a. No open gyms which involve that sport or sport-specific camps or clinics shall occur at the school or be sponsored elsewhere by the school; and no competition (intrasquad or intersquad) between groups that resemble school teams (more than three students of grades 7-12 of the district) may occur in that sport at any school facility or any other location with any of that school district's personnel present.
    - b. Regardless of what they are called or where they are held, coach-conducted running or swimming sessions which involve the structure of distances and timing and/or teach sport specific technique shall not be provided even on a voluntary basis during the down time prior to cross country, track & field or swimming & diving seasons if they are conducted by the school coaches of those sports.
3. These limitations apply to member schools year-round:
- a. At no time out of season may school transportation be used. There may be no use of school owned and issued competition warm-ups and/or uniforms (non-competition practice jerseys may be worn whether or not school-owned or issued). Neither the school nor its coaches shall allow the out-of-season activity to be mandatory or to be any part of the basis for selection of the school team.
  - b. School operating funds may not be used in any way to support out-of-season activities; only funds from school-approved activities of booster clubs, school teams, student groups and community, civic or service groups may be used to pay entry fees for individuals on some basis other than athletic ability or potential (qualification for federal school lunch program is a suggested criterion). The limit is \$200 per sport per student per year (Aug. 1 through July 31).
  - c. Because students and coaches may assemble from the same school, there is a tendency at summer camps and in summer leagues to call teams by their school names, but it must be understood they are not school-sponsored teams. They can't be. To assure there are not misunderstandings about the school's authority and responsibility (including liability for injuries), the following should occur:
    - (1) School administration must not allow camp and league organizers to use the school designations. "Lansing" is permissible; it's a city; but not "Lansing Everett" or "Lansing Catholic Central," which are the names of schools.
    - (2) School administrators should not allow school public address announcements, school newspaper coverage or school yearbook coverage of any non-school sports activity or accomplishment that is not typical of promotion given to non-

athletic non-school activities of students.

4. Except as limited by 2b.(3) and (4) preceding, school-sponsored “open-gyms” or “after school” activities are permitted in the school district’s facilities out of season if they are voluntary and not part of the team selection process and adhere to these principles:
  - a. Diversity of students—open to all students.
  - b. Student-conducted—students choose from offered activities. Any coach of a sport under MHSAA jurisdiction who is present shall not coach, instruct, critique, direct, evaluate or participate in a sport he/she coaches.
  - c. Recreational emphasis—not an organized program of instruction and/or competition. There must not be any organized drills, practice structure and no instruction regarding offensive or defensive schemes by any person, including team captains and parents.
5. Except as limited by 2b.(3) and (4) preceding, school-sponsored “conditioning programs” are permitted out of season if they are voluntary and not part of the team selection process and do not involve equipment which is specific to a sport conducted on an interscholastic basis in Michigan. Examples of prohibited equipment include, but are not limited to, basketballs; volleyballs or nets; hockey sticks or pucks, track starting blocks, batons, shots, discuses, hurdles, or high jump and pole vault standards; football helmets, pads, footballs, sleds or dummies; baseball/softball bats, balls or bases; competitive cheer mats; wrestling mats; gymnastics mats or apparatus; swimming starting blocks. Generic equipment such as cones, weights, jump ropes, and other fitness apparatuses are permitted. See Interpretations 218-220.
6. **Curriculum Courses** - Interscholastic athletics are extracurricular and may not be part of any curriculum. If classes contain no content specific to an MHSAA tournament sport, they are allowed. If any subject matter specific to any MHSAA tournament sport is taught to students, instruction to every student during any trimester or semester shall include nearly equal attention to at least three different topics such as other sports, lifesaving, water safety instruction, CPR, officiating, sportsmanship and first aid, as well as fitness, general weight training and conditioning. Classes must be open to all students. See Interpretation 193.
7. Depending on the severity and/or frequency of out-of-season coaching violations, a coach or member school may be subject to any or all, but not limited to, the following:
  1. Censure. Further restrict coach/player contact out of season.
  2. Probation. Prohibit out-of-season coach/player contact, including at otherwise permitted conditioning programs, open gyms, summer competitions and three-player coaching situations.
  3. Probation. Restrict coaches' attendance at in-season practices, scrimmages and/or games, including regular season and/or MHSAA tournament.Regulation V, Section 4 may also be applied.

## **APPENDIX A**

### **COACHING EXPECTATIONS AND RESPONSIBILITIES**

#### **I. PROFESSIONAL AND PERSONAL RELATIONSHIPS AND EXPECTATIONS**

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##### **A. RAPPORT**

A coach must be able to develop a good rapport with any number of individuals and groups; team personnel, the student body, the professional staff (faculty, administration, maintenance, etc.), the community as a whole, spectators, officials, fellow coaches in the conference, media representatives and the parents of his/her players. Good rapport and competency are invaluable for the coach.

##### **B. COOPERATION**

The district expects a maximum of cheerful give and take between all individuals associated in any degree with the comprehensive program. Coaches must work hand in hand with their athletic director, principal and other members of their staff.

##### **C. LEADERSHIP**

Diligence, enthusiasm, honesty and a love for the game are all part of a professional pride that should be exhibited by any coach. Personal appearance, dress, physical condition, following practice schedules and building positive attitudes are very important.

#### D. DISCIPLINE

Every facet of discipline is the coach's responsibility. Individually, the coach becomes a model of all that the program represents—observation of school codes, training rules, rules of the game, ideals of good sportsmanship, behavior of participants throughout the season—at home and away, and the conduct of the crowd—especially where the student body is concerned. Desire to do well, **to win well, to lose well**, should be emphasized. Staff, players and spectators should be motivated toward established goals.

#### E. IMPROVEMENT

A coach must constantly take advantage of opportunities presented for self-improvement. Attendance at district meetings, rules clinics, special workshops and clinics in specific fields and similar in-service training programs is a must. Membership should be maintained in professional organizations, coaches' associations, and similar groups whose programs are geared toward greater achievement and fuller performance. Keeping abreast of current literature in professional journals, newspapers and magazines, and utilizing enrichment material available in other media forms is also expected.

## II. COACHING TECHNIQUES

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- A. **Use sound and acceptable** teaching practices.
- B. **Run well-organized** practice sessions.
- C. **Complete preseason** planning well in advance of starting date.
- D. **Adhere to a highly efficient** and technically sound program of injury prevention. When injuries do occur, follow a prescribed routine and maintain good communications with patient, trainer, doctor and parents.
- E. **Construct a well-organized** gameplan.
- F. **Develop a sound system** for equipment accountability, including seasonal inventory, repair, reconditioning and replacement. All purchasing should be accomplished through the allocated budget.
- G. **Keep assistant coaches**, student managers and statisticians well informed as to what is expected. Cooperate fully with maintenance staff, transportation people and others similarly involved in the overall program.

## III. RESPONSIBILITIES

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#### A. TO THE PLAYERS ON THE TEAM

The main reason for having athletic teams within the school is to help provide opportunities for young men and women to develop their respective capabilities to the fullest extent. Development of positive attitudes is an important means to accomplishing this aim. We must promote and teach only clean, aggressive and fair play, while stressing good sportsmanship. The coach must be the leader and set the example.

The coach should be fair and unprejudiced with players, considering their individual differences, needs, interests, temperments, aptitudes and environments.

Players have a right to expect coaches to have a genuine and up-to-date knowledge of that which they propose to teach. The physical welfare of players should always be uppermost in the coaches' minds.

The coach's primary responsibility is to the individual boy or girl. The athlete's family must not be ignored, however, since consideration must be given to the family and to their requests.

#### B. TO THE SCHOOL DISTRICT

As a coach, you are a frequent topic of conversation at various community locations—the home, the work place and at the meetings of many civic organizations. Your profession, as well as your reputation as a coach, is constantly under scrutiny.

Your actions and statements should always reflect confidence and respect for your School District. Much can be done by the coach in public contacts to build and maintain a high level of confidence in the athletic program and the school district.

#### C. TO THE SCHOOL

A coach owes his/her school his/her efforts and loyalty at all times.

He/she must constantly strive for excellence in all areas of his/her school. To be effective, a coach must be respected. To be respected, good personal habits and neat appearance are important; but most important are the examples set by the coach. **Being respected** is much more important than being **well-liked**. Treat the faculty, the players, and the general stu-

dents with the same honor and respect that you desire to be shown you. Private, firm, fair and constant discipline must be maintained.

The work of the coach must be an integral part of the educational program of the school. The coach should show mastery of the principles of education and consequent improvement in teaching and coaching.

The coach should give support to all endorsed activities of the school. At every opportunity, the coach should urge the student body to be polite, courteous and fair to the visiting team.

#### **D. TO THE PROFESSION**

A coach should continue professional growth in both the academic teaching area and the athletic coaching area. To best accomplish this, a coach should belong to the various coaching associations open to the profession.

#### **E. TO FELLOW COACHES**

The makeup of a coaching staff is basically a quasi-autocratic society. The head coach must always be in command. Despite this position of authority, the wise head coach will encourage independent thought on the part of the staff. An important factor is human relations skills which provide for an open exchange of ideas in a courteous, thoughtful manner.

A wise head coach will praise the assistants and award recognition whenever possible. Misunderstandings between coaches should be discussed as soon as possible and in an appropriate location away from the athletes and other people not concerned with the program.

The head coach expects all staff to contribute a full measure of time, effort, thought and energy to the program. The assistant coaches must be willing and able to do things that they may not wish to do, or even like to do. They must fulfill the responsibility to the head coach, the boys and girls, and the sport itself.

It is most difficult to be a good assistant coach; however, the success of the school, the team and the coaching staff is dependent upon the quality and effort of the assistant coaches.

#### **F. TO OTHER COACHES IN YOUR SCHOOL**

One must always bear in mind that his or her sport is not the only sport; it is only part of the total athletic and educational program of the school. Therefore, it is important to support, promote and cooperate with all the other coaches and activity sponsors for the well-being of the total program. A coach should support and serve fellow coaches whenever possible. All remarks should reflect confidence in one's fellow coaches. A strong, harmonious, interpersonal relationship must exist among coaches and other faculty members.

#### **G. TO FACULTY MEMBERS**

A coach is responsible for cooperating with every faculty member on the staff. If the coach cooperates with the teachers of academic subjects by allowing an athlete to make up a test on practice time, he/she can be certain that cooperation and help will be returned twofold in efforts by other faculty members to keep the athletes eligible and to get that extra helping hand when the going gets tough.

#### **H. PHYSICAL PLANT**

Each coach is responsible for the following:

1. Keeping practice areas and locker rooms in order.
2. Storing equipment neatly and using equipment properly. Pride in the equipment and facilities is of primary importance to athletes and coaches.
3. Keeping storage areas locked.

# APPENDIX B

## COACHES' AREA OF RESPONSIBILITY

### I. FAILURE TO TEACH & FAILURE TO WARN

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Coaches can be sued for failure to teach fundamentals in their particular sports and protective skills.

- A. **Teach athletes to protect themselves.**
- B. **Teach proper fundamentals.**
- C. **If athletes are praised or encouraged** for doing something improperly it will come back to haunt you.
- D. **Negligent entrustment** (entrusting authority/activity to someone who is not qualified to carry out that particular authority/activity).
  - 1. Assistant coaches.
  - 2. Volunteer coaches.
- E. **Athletes & Parents** must be warned of the inherent dangers of competition in each sport, before practice begins.

### II. FAILURE TO PROPERLY SUPERVISE

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- A. **If you are not there**, you will be liable.
- B. **The more hazardous or the more contact**, all the more closely the activity must be supervised. (Senior captain must never supervise any drill.)
- C. **You must be at least immediately accessible.**
  - 1. Accessible to all aspects of practice or activity.
  - 2. Systematic overseeing of the practice or activity, (head coach spends time here and there).
    - a. Systematic supervision
    - b. Written itinerary
    - c. Emergency policies
    - d. Locker rooms rules/regulations posted

D. **Regular-Season Contest Delays** – *Adopted Dec. 2, 1999; Revised May 3, 2004*

When a league or conference does not have a written policy regarding late contest start time, the following MHSAA policy shall apply:

- 1. If a team fails to arrive for a regular season contest at the time stated on the contract, it shall be necessary for the host administration to delay the contest, declare the game forfeited, reschedule the contest, or declare the event "no contest."
- 2. If the host management has been notified of the reason for the delay and projected arrival, the officials must stand by for 60 minutes beyond the scheduled starting time. When the team arrives, a reasonable amount of time must be provided for the visiting team to conduct a pregame warm-up. In any case, warm-up shall not be less than 15 minutes.
- 3. If the host management has not been notified that there is a delay and the reason for it, the officials have permission to leave the site, without obligation, 30 minutes after the contracted start time has passed.

In MHSAA tournament play, the *Participating School Tournament Information* for each sport will prescribe the specific action to be taken. For regular-season play, league and conference policy supercedes the policy above, so coaches and officials should inquire with their league to see if any policy exists.

E. **Officials Fail to Arrive**

In the event a contracted official fails to arrive for a scheduled contest, those officials who are present may 1) officiate the contest with less than the usual number of officials; 2) replace the absent official with a local registered official to fill-in or 3) cooperate with the involved teams to postpone the contest.

**Note: It is never an option to accept or use the services of an unregistered official.**

F. **Protests**

According to the *MHSAA Handbook*, a protest of a contest is not allowed by the MHSAA when it is based on judgment decisions of officials or on misinterpretation or misapplication of playing rules. Officials are required to adhere to all provisions of the playing rules which allow for the review of decisions during contests.

## G Unregistered Officials

Registered officials are never to work with anyone who does not hold current MHSAA registration in the sport. While it is the responsibility of the host school in particular and all schools in general to use only currently registered officials in those positions which require MHSAA registered officials, each contracted official has a responsibility and obligation to assure that he/she works only with MHSAA registered officials.

If it is learned that an unregistered person is present to function as an official, the MHSAA registered official shall 1) advise the host, 2) remind the host that no MHSAA registered official may work any part of a contest with an unregistered person, 3) delay the start of the contest until a replacement is provided, 4) work the contest only with the registered officials present with the mutual consent of all schools, or 5) postpone the contest.

**Note: It is never an option to accept or use the services of an unregistered official.**

## H. Game Suspension Guidelines

1. On threatening days, game management should consult with contest officials about steps to be followed if conditions worsen.
2. When suspending an outdoor contest, officials and game management shall follow these guidelines.
  - a. When lightning is observed or thunder is heard, the contest must be suspended. The occurrence of lightning or thunder is not subject to interpretation or discussion — *lightning is lightning; thunder is thunder.*
  - b. Severe weather in the form of rain or snow may make the field unplayable.
3. When a contest is suspended, the home school administration shall attempt to arrange for the security of all participants.
  - a. Contestants and support personnel shall be moved to appropriate indoor facilities.
  - b. When lightning is observed or thunder is heard and the contest is suspended, contestants shall not return to the playing field until lightning has been absent from the local sky and thunder has not been heard for 30 minutes.
  - c. Spectators shall be advised of the action being taken to seek shelter. (Some hosts may be able to offer shelter to spectators but are not required to do so.)
4. In considering resumption of competition, the following steps shall be followed.
  - a. Suspension for contest scheduled prior to 3 p.m. must not exceed three hours. Delays for contests scheduled for 3 p.m. or later must not exceed one and one-half hour. A postponed contest shall be rescheduled on a date/time mutually agreed to by the schools involved. Delays on nights not followed by a school day for all competing teams may be longer by mutual agreement of the participating schools.
  - b. A decision to resume the contest within the time frame must be made by the officials who shall consult the home team administration and visiting school administration present at the contest.
  - c. The home school is responsible for facilities and will be given priority consideration in the final decision if there is not consensus among the three parties.
  - d. The final decision shall consider liability and conditions of facilities as well as future schedules, need to play the contest and finally the quality of all other options.

NOTE: More restrictive local policies and MHSAA tournament policies would supersede these policies and should be shared with the opponents and officials prior to the contest, preferably in writing. Otherwise, and to the extent allowed by the playing rules code, the official(s) shall make the final decision regarding game suspension ***once the game begins.***

## I. “Acts of God”

Officials are to take action according to the rule book in the sport. *Terminated contests* count as a game or day of competition. *Suspended contests*, continued from the point of interruption, will not count as an additional day of competition. Any contest or game which starts over is to be counted as a new game or day of competition.

## J. Emergency Decisions

The MHSAA is confident that with the guidance and direction provided by various MHSAA policies and procedures, every official will exercise common sense “in the spirit of the rules” and according to MHSAA regulations to successfully handle any emergency which arises.

An official’s decision will be appropriate if the basis for an emergency decision is the adopted rules of the contest and the MHSAA regulations. Decisions which are not supported by acknowledged and accepted policy or rules will place the officials and the schools involved at risk.

An emergency that requires medical attention for an athlete requires the official to maintain his/her role as an official.

Officials are not encouraged to take an active part in providing medical care to an injured athlete.

The official shall supervise the event within the rules and make such decisions as are necessary within the rules of the contest.

### III. SCHOOL POLICY

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- A. **Coaches must know school policy in every situation.**
  - 1. Know if you have a school policy and do not deviate from it.
  - 2. If no school policy, go to the Board/Superintendent.
  - 3. If you fulfill school policy, you automatically fulfill your duties as a reasonably prudent administrator or coach.
  - 4. Adopt the policy rules of the superior administrative agencies.

### IV. EQUIPMENT

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- A. **Once injury does take place**
  - 1. Remove the equipment from use, label it. Get evidence of purchase and sequester it.
  - 2. If on film, study film and keep it.

### V. REASONS FOR COACH AND ADMINISTRATOR LIABILITY

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- A. Failure to supervise an activity.
- B. Negligently entrusting a duty to an underqualified or unqualified individual.
- C. Failure to teach proper skills.
- D. Failure to teach protective skills.
- E. Failure to inspect, repair, recondition, equipment properly.
- F. Failure to teach athletes to inspect their own equipment.
- G. Failure to provide proper effective equipment.
- H. Failure to properly play an activity.
- I. Failure to create and set policies and procedures for an activity.
- J. Failure to follow and enforce such policies and procedures.
- K. Failure to adopt risk minimization standards of pertinent superior administrative organization.
- L. Failure to match or equate athletes.
- M. Failure to properly administer first-aid.
- N. Failure to warn of inherent dangers of the activity.
- O. Failure to assess an injury or incapacity in an athlete.
- P. Failure to keep adequate and accurate records.

### VI. DUTIES OF A COACH

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- A. Properly plan an activity.
- B. Evaluate athletes or students for injury.
- C. Match or equate athletes.
- D. Provide or maintain proper effective equipment.
- E. Warn of inherent risks of a sport.
- F. Supervise closely.
- G. Know and use emergency procedures and first-aid.
- H. Keep adequate records.
- I. Know, document, post and operationalize school policies.

## **APPENDIX C**

### **COACHES ADVANCEMENT PROGRAM**

The Michigan High School Athletic Association in cooperation with the Michigan Interscholastic Athletic Administrators Association and the Institute for the Study of Youth Sports of Michigan State University has developed the Coaches Advancement Program for faculty and non-faculty coaches of middle level and high school sports teams. Over 12,000 Michigan coaches have participated through the first 20 years.

Coaches are encouraged to attend a program of basic coaching knowledge to be updated each year. Subject areas include sessions on MHSAA eligibility regulations, legal responsibilities, psychology of coaching, conditioning and injury prevention, practice planning, transportation and budget concerns, and effective public relations. A reference manual includes supplementary reading on each subject.

Most school districts have reimbursed coaches for the tuition costs. Check with your athletic director for your school policy regarding support for formal and annual coaches education opportunities.

A list of Coaches Advancement Programs set for this school year can be found on the MHSAA Web site, [mhsaa.com](http://mhsaa.com)

## **APPENDIX D**

### **TOBACCO AND ALCOHOL POLICY AT MHSAA TOURNAMENTIS MAY 1992**

#### **Policy**

For coaches and officials at all MHSAA tournaments, use of tobacco products of any kind within sight of players and spectators and use of alcohol during a contest or at any time before it on the day of the contest is prohibited.

#### **Enforcement**

**Tobacco:** It is not intended that a violation of the tobacco policy should lead to immediate ejection of a coach. He or she should be reminded of the policy and reported to his or her school administration after the contest. Only if the coach is unwilling to comply promptly should he or she be disqualified from coaching at the event.

Officials should be reminded of the tobacco policy and reported in writing by the tournament manager to the MHSAA.

**Alcohol:** Historically, officials promptly disqualified coaches and tournament managers immediately replaced officials who were under the influence of alcohol; and no change in such procedures is intended by these policies.

## **PUBLIC ACT 31 (1990) REQUIRES NOTICE THAT POSSESSION/USE OF STEROIDS IS A CRIME**

In 1990, the Michigan Legislature enacted Public Law 31 which requires athletic service providers – including both educational and recreational athletic facilities – to post notice that warns that any person who uses or knowingly possesses androgenic anabolic steroid violates Michigan law and is punishable by imprisonment and fine.

## **PUBLIC ACT 187 (1999) PROHIBITS PROMOTION/DISTRIBUTION OF PERFORMANCE ENHANCING SUPPLEMENTS**

Michigan public school employees and volunteers are prohibited from promoting or supplying dietary supplements with claims of enhanced athletic performance as a result of a bill signed into law Nov. 23, 1999.

The new law - designated Public Act 187 on Nov. 30, 1999 - covers androstenedione and creatine and any compounds labeled as performance enhancing.

While the substances are legal and may still be obtained by students through their parents, the new law should help protect schools from the ethical, health and liability issues that may evolve as the long-term effects on adolescents become known. It may provide an early wake-up call to students, parents and others that the health effects of these substances are unknown, especially as they might affect growing boys and girls.

Violations are punishable by up to 90 days in jail and/or a \$500 fine.

## **PUBLIC ACT 215 (2006) REQUIRES CODE OF CONDUCT FOR USE OF PERFORMANCE-ENHANCING SUBSTANCES**

Public Act 215 of 2006 requires each public school's board of education must include in its local code of conduct that a student's use of performance-enhancing substances that are listed by the Department of Community Health shall be deemed a violation and subject to penalties prescribed by that local board of education.

## **PUBLIC ACTS 111 AND 112 (2004) PROHIBIT AND PENALIZE HAZING**

In 2004, the Michigan Legislature enacted legislation that prohibits hazing activities at educational institutions and provides penalties.

Hazing is defined in the law as an intentional, knowing or reckless act by a person who acted alone or with others that was directed against an individual and that person knew or should have known would endanger the physical health or safety of the individual, and that was done for the purpose of affiliation with, participation in, or maintaining membership in any organization. The law does not apply to an activity that was normal and customary in an athletic program sanctioned by the educational institution.

If the violation resulted in physical injury, the person would be guilty of a misdemeanor punishable by imprisonment for not more than 93 days, a fine of not more than \$1,000, or both. A violation resulting in impairment of a body function would be a felony resulting in imprisonment of up to five years and a fine up to \$2,500, or both. A violation resulting in death of the person hazed would be punishable by up to 15 years imprisonment and a maximum fine of \$10,000 or both.

# NOTICE REGARDING IMAGE-TAKING DEVICES IN LOCKER ROOMS

*Adopted by the Representative Council, May 2004*

Privacy issues are involved as still or video images can be transmitted instantly, stored and possibly used without the permission of the individual for posting on the Internet or in other areas. The small size of some of these devices, as well as the fact that many students and adults rely upon them for daily communication creates additional problems.

Recent advancements in the technology of cellular phones and PDAs equipped with digital cameras capable of storing or transmitting images have caused some national concern.

Beyond personal privacy, transmitting images from team areas could complicate efforts at promoting good sportsmanship and increase inappropriate acts of gamesmanship.

We are alerting MHSAA Tournament Managers and Member Schools of this potential problem. The approach at MHSAA Tournaments will be:

## **PICTURE PHONES AND CAMERAS OF ANY KIND ARE NOT TO BE USED IN LOCKER ROOMS, WEIGH-IN ROOMS OR TRAINING ROOMS DURING MHSAA TOURNAMENTS.**

If a tournament manager or athletic director discovers that someone has possibly photographed or transmitted inappropriate material managers and athletic directors should:

1. Obtain and record identification information in the event that images are later discovered, the person responsible may be located.
2. Inform the head coach or athletic director of the school involved as soon as possible.
3. Record pertinent facts such as date, team, location, time, etc.
4. Local district policy should govern if police are to be called.

**NOTE: Public Act 155, effective Sept. 1, 2004, makes it a felony punishable by five years in prison, a \$5,000.00 fine or both to "Photograph, or otherwise capture or record, [a] visual image [of this nature, or to] Distribute, disseminate or transmit for access by any other person a recording, photograph or visual image the person has reason to know was obtained in violation of [this law]."**

## **2009-10 MHSAA PLAYING RULE ADOPTIONS** *(Including Point Differential Rules)*

Regulation II, Section 8 (A) states that schools shall adhere to the playing rules adopted by the Michigan High School Athletic Association. The source for playing rules for competition involving one or more member schools include the National Federation of State High School Associations for most sports, the MHSAA for alpine skiing and competitive cheer, the U.S. Bowling Congress, the U.S. Golf Association and the U.S. Tennis Association. Currently there are no adoptions or modifications of playing rules listed for alpine skiing, golf, or bowling. Schools and officials should consult Regulations II, Sections 8-10, Representative Council Policies in the back of the Handbook, the sport specific rule book, Participating School Tournament Information and Tournament Managers Material for complete sports playing rule information.

### **BASEBALL and GIRLS SOFTBALL**

#### **I. Regulation Game**

- A. A regulation called game where a winner cannot be determined, shall be counted as 1/2 game won and 1/2 lost for each team. (MHSAA allowed – requires league adoption)

#### **II. Game Shortening/Ending Procedures**

- A. The four options listed are the only permitted game-shortening procedures allowed for baseball and softball games at the varsity and subvarsity levels. (Schools, leagues or invitational tournament management shall determine which are to be utilized with prior mutual written consent): Item '1' shall be observed for every game of the MHSAA Baseball and Girls Softball tournament series.
1. Requires games to be terminated when there is a 15-run difference after three innings or a 10-run difference after five innings;
  2. Allow a team to discontinue play any time it trails by more than 15 runs;
  3. Establish shortened games of five or six innings in doubleheaders.
  4. Establish a time limit at the subvarsity level (1 hour, 45 minutes recommended if a time limit is used).

- B. For MHSAA softball tournament games the International Tiebreaker will be used with the beginning of the 11th inning. For regular season games, the International Tiebreaker may be used by local league and conference adoption beginning with the 8th inning.

### **III. Courtesy Runner**

- A. All provisions for the Courtesy Runner rule as published in the National Federation Baseball and Girls Softball Rules Book under “Suggested Speed-Up Rules”, Rule 10, are adopted for regular-season and MHSAA tournaments.

### **IV. Equipment**

- A. Middle School Bats: For games at the middle school level, member schools may deviate from National Federation rules and use the bat standard currently allowed by Little League Baseball.
- B. Double First Base: During MHSAA Tournament contests, the double first base will not be used and must be manually removed. For regular-season games, use of the double first base is optional by mutual consent of competing teams or by league adoption. If not used, the double first base is not required to be removed.

### **V. Protests**

- A. The MHSAA does NOT recognize protests of any playing rule, disqualification or ejection.

## **BASKETBALL**

### **II. Point Differential Rule**

- A. At all levels of play and in MHSAA tournaments, after the first half when one team has a lead of 40 points or more, a running clock shall be established. The clock shall revert to regular time schemes should the score be reduced to a 30-point lead or less. During any running clock mode, the clock shall be stopped as normal for all timeouts and between quarters; and for free throws during the last two (2) minutes of the game. By league or conference adoption the point differentials (both to establish a running clock and then resume normal timing) may be modified at the junior high middle school level only.

### **II. Coaching Box**

- A. A 14 foot coaching box for regular-season and tournament games shall be used.

## **FOOTBALL**

### **I. Pregame Coin Toss**

- A. For regular-season games, the pregame coin toss may be held on the field 20 minutes prior to kickoff games rather than three minutes prior. For tournament games, it is required that the coin toss be held 20 minutes prior to kickoff.

### **II. Point Differential Rule**

- A. The running clock, 35-point margin rule shall be used for all football games, regular season and playoffs, varsity and sub-varsity, high school and junior high/middle school. After the first half, any time the score differential reaches 35 points or more, the following changes, and only these changes, shall be made regarding rules determining when the clock will and will not be stopped. The clock shall run continuously except for the following situations when it will be stopped (**T I P S**):

1. Timeouts (charged to a team)
2. Intermission (between 3rd and 4th quarters, and after a score)
3. Penalty enforcement (whistle to ready-to-play)
4. Safety reasons (injuries, etc.)

Normal timing procedures shall resume if the point differential is reduced to less than 35 points.

NOTE: The use of this option does not preclude the use of Rule 3-1-3 which reads: “A period or periods may be shortened in any emergency by agreement of the opposing coaches and the referee. By mutual agreement of the opposing coaches and the referee any remaining periods may be shortened at any time or the game may be terminated.”

### **III. Overtime**

- A. The 10-yard-line overtime rule outlined in the National Federation Football Rules Book will be in effect for all varsity regular-season games and MHSAA Playoff games which end with scores tied at the end of regulation.

### **IV. 7th & 8th Grade (Length of Quarters)**

- A. Games for 7th-and/or 8th-graders shall be played in eight-minute quarters. Games involving 9th-graders with 8th- and/or 7th-grade students may be played in 10-minute quarters.

### **V. Competition Against Non-school Teams**

- A. Only subvarsity football teams may schedule games with non-school teams as is currently allowed in all other sports. Regulation II, Section 9 (D) requires senior high school varsity teams compete only against teams composed exclusively of high school students and representing high schools.

### **VI. Eight-Player Football**

- A. Schools may support teams using the Eight Player Format. Recommended field size is 100 x 40 yards. National Federation published eight player rules will be used.

## GIRLS GYMNASTICS

### I. Mechanics of Scoring

- A. Regular-season and MHSAA tournament gymnastics shall use open scoring.
- B. An inquiry of an official's score is permitted within 10 minutes after all scores for that team have been recorded for that individual event (rather than 5 minutes). The MHSAA allows unlimited inquiry.

## ICE HOCKEY

### I. Goal Differential Rule

- A. The 8-goal differential rule is in effect for both the regular season and MHSAA Tournament: A running clock shall be used when a team leads by 8 or more goals during the first and second periods. After two periods of play or anytime during the third period, the game will be terminated when a team leads by 8 goals. During the first or second period when the score differential drops beneath 8 goals, regular time shall be reinstated until an 8 goal margin is reached. The rule is not optional nor shall it be modified.

### II. Regular-Season, Length of Periods

- A. As allowed by National Federation Rule 6-37, leagues and conferences may, by prior mutual agreement, permit schools to play 17 minute periods during regular season games. If there is no prior mutual agreement, periods shall be a maximum of 15 minutes in length. In MHSAA Tournament games periods will be 15 minutes in length.

### III. Regular-Season Overtime Procedures

- A. For regular-season tournaments involving four or more teams played on days not followed by a school day (weekend tournament/holiday tournament), any number of overtimes periods up to eight minutes in length each may be played to determine a winner. Local tournament management may elect to limit the number of overtimes played and break ties by statistical methods. This additional overtime provision will not apply to total-goals tournament formats.
- B. Regular-season single games are limited to one eight-minute overtime period, after which a game shall end as a tie if no goals are scored in the overtime period.
- C. Other on ice tiebreakers such as penalty shot shoot-outs or additional periods of 4-on-4 are not allowed in either regular-season single games or regular-season tournaments. Schools are not required to play overtime periods. In summary, regular-season tournaments when 4 or more teams are involved may use multiple overtime periods. regular-season games that are not part of tournaments are limited to one overtime period.

### IV. MHSAA Tournament Overtime Procedures

- A. During MHSAA Tournament contests, four sudden-victory overtime periods not to exceed eight minutes in length followed by unlimited 4-on-4 periods will be used to determine a winner. Procedures for resurfacing are stated in the MHSAA hockey Participating School Tournament Information and Tournament Managers Manual.

### V. Tournament Netting Requirements

- A. All MHSAA ice hockey tournament facilities shall have protective netting behind the goal area, or restrict seating behind the goals.

### VI. Neck Guards

- A. The MHSAA has approved mandatory use of neck guards for all players, including goalies in both MHSAA regular-season games and MHSAA tournament games. Neck guards are to be worn properly during the game and also during pregame and between period warm-up time.

### VII. Sportsmanship - Next Game Disqualifications

The MHSAA penalty for player or coach game disqualifications in the same season is as follows: first game disqualification – two-game suspension; second game disqualification – four-game suspension; third game disqualification – the coach or player is suspended for the remainder of the season.

### VIII. Players in Uniform

- A. A maximum of 22 players, including goalkeeper, may dress for and play in a game.

## LACROSSE (Boys and Girls)

### I. Suspended Games

- A. All MHSAA tournament games shall be resumed from the point of suspension whether continued on the original date or on a future date.

## **SOCCKER (Boys and Girls)**

### **I. Goal Differential Rule**

- A. The eight-goal differential rule is in effect for the MHSAA Tournament and regular-season varsity play. It is optional for leagues and schools to adopt for subvarsity regular-season competition. A game shall be terminated when a team is ahead by eight goals or more anytime after the first half is completed. (Note: officials must be aware of this adoption by schools or leagues before the contest begins).

### **II. Overtime Procedures**

- A. During the regular season, by league or conference adoption, teams MAY use a maximum of two 15-minute sudden-victory overtime periods (no penalty kick shootouts). During all MHSAA tournament games, including the Finals, teams must use two 15 minute sudden-victory overtime periods and penalty kick shootouts to determine a winner to advance to the next tournament game.

### **III. Yellow Card**

- A. A player who receives a yellow card (cautioned) is required to sit out 10 minutes.

### **IV. Yellow with Red Card - Next Game Disqualifications**

- A. When the disciplinary action against a player or coach involves the display of a yellow and a red card simultaneously, the penalty for the infraction shall include suspension from the next day of competition.

### **V. Uniforms (Caps)**

- A. Players may wear soft and yielding ski caps during inclement weather. Caps must be alike in color.

### **IV. Three Whistle Officiating**

- A. Leagues and individual schools are allowed to use the three whistle officiating system.

## **SOFTBALL *See Baseball and Girls Softball***

## **SWIMMING & DIVING**

### **I. Water Depth**

- A. DEQ Regulation states a pool must have 79 inches of water in order to use starting platforms. (Pools with at least 60 inches of water have been grandfathered by the DEQ).

### **II. Step-Up starts will be used**

### **III. Final Meet Qualifying**

- A. At the MHSAA Finals, the qualifying criteria has been modified so as to qualify approximately 32 individuals or relay teams per event, per division.

## **TENNIS - U.S. Tennis Association USTA**

### **I. Scoring**

- A. Schools may use no-ad scoring or play pro-sets or shorten the rest period between the second and third set.

### **II. Misconduct, Sportsmanship**

- A. Cumulative Point Penalty System applies for all levels of the MHSAA Tournament.  
B. For unsportsmanlike conduct after a match is completed (Regional or Final), player is defaulted for the rest of the tournament and one point is subtracted from the team total.  
C. MHSAA Point Penalty System is: warning, point, default.

### **III. Rest Periods**

- A. The continuous play rule has been modified; breaks occur at each odd game (including the first game) and a set break of a maximum of two minutes is allowed.  
B. The rest period between second and third set is a maximum of five minutes. Coaching is allowed during every change over, set break and five-minute break between the second and third sets.

### **IV. Seeding**

- A. At the Finals, up to six players (per flight) may be seeded.  
B. Seeds at the Regional and Final will be placed, therefore no coin flip is needed.

### **V. Uniforms**

- A. The minimum uniform requirement is an unaltered shirt with sleeves, preferably in school colors or with school identification. (Exception: females may wear a sleeveless dress/shirt, including a racer-back top) All uniforms must be approved by the school. Team shorts/skirts are required and shall be the same color. Penalty: Match will not start unless the individual/team has uniform on. Point penalty system for lateness will be used.

## TRACK & FIELD and CROSS COUNTRY

### I. Uniforms, Attire, Adornments

- A. The only head attire that may be worn during competition will be a knit stocking cap, sweat band, ski band; or hood of a one piece uniform; all must be unadorned, single-colored cloth.
- B. Should the uniform jersey hang below the waistband of the shorts, jerseys must be tucked in.
- C. Except for traditional wedding bands, medical alert necklaces or bracelets and religious medals, jewelry is prohibited in all competition. This will include, but is not limited to watches, pierced earrings, barrettes made of hard plastic, leather, cloth, metal and plastic bracelets. Elasticized ponytail holders having metal parts are legal. Ponytail holders do not have to be a single color. Multiple ponytail holders do not have to be the same color. Watches will not be worn in any competition.
- D. Ribbons worn to secure the hair do not have to be a solid color. If multiple ribbons are worn they do not have to be the same color.
- E. Sunglasses may be worn in competition only if they are prescription glasses, or prescribed by a physician.
- F. Competitors may not wear temporary body adornment (painted or fastened) during competition.

### II. Events

- A. A student shall participate in no more than four events per meet (National Federation listed events only but not javelin in any form).

## GIRLS VOLLEYBALL

### I. Match Format

- A. The fourth or fifth game of a match may be played even after one team has won its third game.
- B. Modification of match format is permitted for competition other than varsity dual matches.

### II. Warm-Up Time in MHSAA Tournament

- A. During the MHSAA Tournament, the pre-match warm-up is 20 minutes. The first four minutes is shared time; the second four minutes is home team; the next four minutes is visitor; next four minutes is home team; last four minutes is visitor.

## WRESTLING

### I. Home weigh-ins

- A. Home weigh-ins are permitted by mutual consent for all regular-season contests.

### THE REAL SCORE

*“A coach can never make a great player  
of a youngster who isn’t potentially great.  
But a coach can make a great competitor of any child.  
And miraculously, coaches can make adults out of children.  
For a coach, the final score doesn’t read  
so many points for my team; so many points for theirs.  
Instead it reads:  
So many men and women out of so many boys and girls.  
And this is a score that is never published.  
And this is a score that coaches read to themselves,  
and in which they find real joy...  
When the last game is over.”*

—Anonymous