

**MINUTES****North Dakota High School Activities Association  
January 25, 2016, Bismarck, ND**

The Board of Directors of the North Dakota High School Activities Association held their meeting on January 25, 2016 in Bismarck. President Wiberg called the meeting to order at 4:58 pm.

Members present: Stedman, Bertsch, Vollmer, Wiberg, Hall, Schafer, Rinas, Manley, Roaldson, Baesler, Dahlen

Upon additions to the agenda, motion by Hall to approve. Second by Bertsch. Motion carried unanimously.

Motion by Vollmer to approve the consent agenda. Second by Rinas. Motion carried unanimously.

Consent agenda items:

- a) Approval of Consent Agenda
  - 1) Approval of Minutes
    - (1) November 20, 2015
    - (2) December 3, 2015
  - 2) Financial Report
    - (1) Balance sheet - December 2015
    - (2) Budget
    - (3) Savings/investments
      - a. November 2015
      - b. December 2015
    - (4) Coop Dissolutions
      - a. Midkota, Barnes County North, Griggs County Central, and Kensal, baseball, 7-12, 2015-16
      - b. Watford City and Alexander, boys cross country, 7-12, 2016-17
      - c. Watford City and Alexander, girls cross country, 7-12, 2016-17
      - d. Watford City and Alexander, softball, 7-12, 2015-16
      - e. Oak Grove and Shanley, baseball, 7-12, 2015-16
      - f. Bowbells and Burke Central, speech, 7-12, 2015-16
      - g. Hatton and Northwood, instrumental music, 7-12, 2015-16
      - h. Hatton and Northwood, vocal music, 7-12, 2015-16
    - (5) Coop Applications
      - a. Midkota and Dakota Prairie, baseball, 7-12, 2015-16, late fee
      - b. Valley City and Barnes County North, baseball, 7-12, 2015-16, late fee
      - c. Oakes and North Sargent, baseball, 9-12, 2015-16, no fee
      - d. Williston and Alexander, baseball, 7-12, 2015-16, late fee
      - e. Williston and Alexander, boys track and field, 7-12, 2015-16, late fee
      - f. Williston and Alexander, girls track and field, 7-12, 2015-16, late fee
      - g. Williston and Alexander, softball, 7-12, 2015-16, late fee
      - h. Velva and Sawyer, boys basketball, 7-12, 2016-17, no fee
      - i. Velva and Sawyer, girls basketball, 7-12, 2016-17, no fee
      - j. Velva and Sawyer, boys golf, 7-12, 2016-17, no fee
      - k. Velva and Sawyer, girls golf, 7-12, 2016-17, no fee
      - l. West Fargo and Kindred, girls soccer, 9-12, 2015-16, no fee

The Board reviewed a letter from Wayne Trottier, Jr., Sawyer High School Superintendent, requesting waiver of the \$500 late fee for a coop between Velva and Sawyer in baseball, grades 7-12, beginning in

2015-16. The baseball coop Sawyer previously participated in was dissolved after the new coop deadline therefore was subject to a late fee.

Motion by Roaldson to approve the baseball coop and waive late fee. Second by Stedman. Motion carried unanimously.

Jason Wiberg, Executive Committee chair, reported Executive Committee action. There were three schools with self-reported violations.

1. West Fargo High School reported a violation of the out-of-season coaching rule. A boys soccer coach coached an out-of-season boys soccer team. West Fargo High School will be issued a letter of reprimand. The school administration completed steps necessary to address the situation.
2. West Fargo High School reported an athlete exceeded the daily half limit in girls basketball. Prescribed penalty was applied. Forfeiture of game in which the violation occurred and student sat out next game. A letter of reprimand will be sent to West Fargo High School.
3. Des Lacs-Burlington High School reported an athlete exceeded the daily quarter limit in boys basketball. Prescribed penalty was applied. Forfeiture of game in which the violation occurred and the student sat out next game. A letter of reprimand will be sent to Des Lacs-Burlington High School.
4. Dakota Prairie High School reported an athlete exceeded the daily quarter limit in boys basketball. Prescribed penalty was applied. Forfeiture of game in which the violation occurred and the student sat out next game. A letter of reprimand will be sent to the Dakota Prairie High School.

Motion by Manley to approve Executive Committee report. Second by Dahlen. Motion carried unanimously.

Todd Bertsch provided a report from the Constitution and By-Law's Committee concerning work on an awards policy. Staff was directed to gather additional information and bring recommendations to the Constitution & By-Laws Committee concerning athletic and activity awards. The Board also discussed combining award policy language with the status of amateurism language in the NDHSAA Constitution & By-Laws. NDHSAA staff will bring award language recommendations back to the committee at a later date.

Motion by Schafer to approve Constitution & By-Laws Committee report. Second by Stedman. Motion carried unanimously.

Steve Hall, Combined Tournament Committee Chair, reviewed meeting notes and recommendations.

The Combined Tournament Committee recommendations appear below:

Change of state tournament sites:

2019-20 volleyball move from Minot to Fargo

2020-21 A baseball/softball move from Fargo to Jamestown

2021-22 volleyball move from Fargo to Minot

2022-23 State tournament site recommendations:

A Girls Golf - Jamestown

Boys Tennis - Grand Forks

Boys Soccer - Grand Forks

Cross Country - Grand Forks

Girls Swimming - Bismarck

Football - Fargo

Volleyball - Minot

Wrestling - Fargo

- Gymnastics - Jamestown
- Boys & Girls Hockey - TBA
- B Girls Basketball - Minot
- Boys Swimming - Bismarck
- A Girls & Boys Basketball - Bismarck
- B Boys Basketball - Minot
- Girls Tennis - Grand Forks
- Track - Bismarck
- B Girls Golf - Jamestown
- B Boys Golf - Carrington
- B Baseball/ B Softball - Mandan
- A Baseball/ A Softball - Fargo
- Girls Soccer - Minot
- A Boys Golf - Grand Forks

Motion to approve sites by Vollmer. Second by Schafer. Motion carried unanimously.

The Tournament Committee recommended the following changes in state tournament admission prices.

1. Softball and baseball tournament ticket price
  - a. Adults: \$12 daily pass - \$32 tournament pass
  - b. Students: \$6 daily - \$15 tournament pass
2. Swimming
  - a. Create a 2 - day general admission pass: Adults - \$20, Students - \$10
3. Tennis region and state:
  - a. Daily ticket prices: Adults - \$8, Students - \$5
  - b. Create a 3 - day tournament pass: Adults - \$24, Students - \$15
4. Golf
  - a. Daily ticket prices: Adults - \$8, Students - \$5
  - b. Create a 2 - day tournament pass: Adults - \$16, Students - \$10

Motion to approve changes to tournament admission prices by Manley. Second by Stedman. Motion carried unanimously.

The Tournament Committee recommended the discontinuation of the State Class A Baseball and Softball 7<sup>th</sup> place games.

Motion to approve discontinuation of the 7<sup>th</sup> place games at the State Class A Baseball and Softball games by Hall. Second by Rinas. Motion carried unanimously.

Motion to approve the Combined Tournament Committee report by Vollmer. Second by Stedman. Motion carried unanimously.

Steve Hall, Tournament Committee Chair, reported to the Board on the following:

- (1) Region Site Recommendations
  - (a) 2016 Region 1 Track Site - Kindred
  - (b) 2016 Fall Region Tournament Sites:
    - Golf - Girls A - Regions**
    - East                      Wahpeton
    - West                        Mandan
    - Tennis - Boys - Regions**
    - East                        Grand Forks
    - West                        Minot
    - Volleyball - Regions - Class B**

Region 1	Lisbon
Region 2	Mayville State
Region 3	Ellendale
Region 4	Devils Lake
Region 5	Washburn
Region 6	Minot Audi
Region 7	Dickinson Trinity
Region 8	Watford City
<b>Volleyball - Regions - Class A</b>	
East	Wahpeton
West	Minot

- (2) Review drone policy draft for tournament policy manual as below:

**Unmanned Aerial Vehicle (Drone) Policy**

For NDHSAA Tournaments

The use of unmanned aerial vehicles (UAV), also known as drones, is prohibited for any purpose by any persons at NDHSAA tournament venues. Tournament management shall refuse admission or entry to anyone attempting to use a UAV; and if necessary, tournament management shall remove anyone attempting to use a UAV and/or confiscate the UAV until the event has been completed.

For purposes of this policy, a UAV is any aircraft without a human pilot aboard the device.

An exception to this policy may be made in specific cases for NDHSAA broadcast partners, provided the management of the tournament facility permits the presence of UAVs for broadcast purposes under the control of the NDHSAA.

Motion by Rinas to approve the Tournament Committee report. Second by Dahlen. Motion carried unanimously.

Andy Dahlen, Football Committee Chair, reviewed the approved football plan timeline and provided recommended guidelines for the 2017 and 2018 football plan.

**NDHSAA**

**Football Plan Guidelines**

The following guidelines are being considered by the NDHSAA Football Committee for the administration of the current football plan and the development of subsequent two – year football plans

1. Football plans shall be established for two years.
2. Football seasons for plan purposes will be 2017 and 2018.
3. There will be 4 divisions of football. (AAA, AA, A, 9M)
4. Enrollments for plan development purposes will be determined by:
  - Step 1: Fall 2015 male enrollments for grades 7 – 10 as provided by the Department of Public Instruction.
  - Step 2: The enrollment reported in Step 1 is multiplied by the percentage of the student body that qualified for free and reduced meals during the 2014-15 school year according to Department of Public Instruction data. That number will be multiplied by 50%.
  - Step 3: The number derived in Step 2 is subtracted from the total 7 – 10 grade enrollment reported in Step 1. The remainder number will represent the total school enrollment for classification purposes during the 2017 and 2018 football plan.
5. Schools may request to move up to a higher division if the next smaller enrollment school in that division is willing to move down and so on.
  - a. All such requests for division assignments as of September 30, 2016 are final.
  - b. Schools that have previously opted to move up shall be given first consideration.

6. Schools may request to field an independent 6-man team by officially notifying the NDHSAA office on or before September 15, 2016.
7. The maximum number of teams in the top three divisions will be: AAA = 14, AA = 10, A = 32 with the remainder of the teams in 9-man.
  - a. If a school chooses to play an independent schedule or discontinues football during the two - year plan, the number of teams in that division will not be changed.
  - b. Any varsity team that chooses to play an independent team will be ineligible for the playoffs.
  - c. If a coop is approved, realignment in any of the top three divisions may be allowed with consideration given to the geographic location of schools involved in the change.
8. BY-LAW REMINDER: Football coops must be submitted by September 15<sup>th</sup> of the previous year during both years of the two-year football plan.
9. A North Dakota school may apply for an emergency coop for the second season of a current football plan only, if the following criteria are met:
  - a. An approved coop for the following two-year football plan must be in place prior to being eligible for an emergency coop
  - b. Emergency coop applications will only be considered if the requesting school has provided proof that student-athletes have no opportunity to compete at the varsity level for the second year of the existing plan
  - c. If the emergency coop is approved:
    - i. The host school shall be that school with the largest enrollment. The host school's current schedule and division placement will be used for the second year of the existing plan
    - ii. Only seniors from the applying school would be eligible for varsity competition for a \$1000 non-compliance fee per player
    - iii. Sub-varsity players from the applying school could compete for a \$200 non-compliance fee per player
10. The NDHSAA Board of Directors shall have final say in the administration of these guidelines.

Motion by Stedman to approve the Football Committee report. Second by Roaldson. Motion carried unanimously.

Brad Rinas, Finance/Personnel Committee Chair, reported to the Board on the following:

- (1) Recommended job posting, salary range, and hiring timeline for the Media Specialist position. The committee reviewed the application and process. The Board reviewed the recommended application and job description. The committee recommends a starting salary of \$50,000 with the possibility of a higher salary dependent on experience. The position would begin on July 1, 2016. An earlier start date may be considered with pro-rated compensation. The Board discussed the requirements with consensus to keep the job description as recommended.
  - a. The timeline for applications is as follows:
    - i. Completed applications received in NDHSAA Office by 4:00 pm March 29, 2016
    - ii. Applications screened March 31, 2016
    - iii. Interviews conducted April 8, 2016 at NDHSAA office
    - iv. Successful candidate to be approved April 19, 2016 at the NDHSAA Board of Directors meeting
- (2) Staff salary recommendations for 2016-17 were discussed by the committee. The following salary increases were recommended. A 4% increase for all salaried staff and a 4% increase for all hourly staff. An additional \$1,000 increase for all salaried staff to take the place of the current cell phone stipend.

Motion by Dahlen to approve the Finance/Personnel Committee report. Second by Roaldson. Motion

carried unanimously.

Motion by Rinas to approve the media position as recommended. Second by Schafer. Motion carried unanimously.

Motion by Rinas to approve staff salaries for 2016-17 as recommended. Second by Schafer. Motion carried unanimously.

Kirsten Baesler, Canvassing Committee Chair, provided a vote tally for the Board positions of Class A At-Large, Class B Southeast, and NDIAAA.

1. Class B Southeast representative
  - a. Tom Rettig, Superintendent, Enderlin Public Schools - 51
  - b. Mitch Carlson, Superintendent, LaMoure Public Schools - 82
2. Class A At-Large representative
  - a. Lana DeCoteau, Superintendent, Turtle Mountain Community High School - 12
  - b. Scott Privratsky, Superintendent, Devils Lake Public Schools - 77
  - c. Guy Fridley, Activities Director, Dickinson Public Schools - 48
3. NDIAAA representative.
  - a. Michael Sorlie, Athletic Director, North Sargent High School - 42
  - b. Patti Aanenson, Athletic Director, Larimore High School - 21

Motion by Baesler to approve canvassing report. Second by Vollmer. Motion carried unanimously.

Canvassing Committee Chair, Baesler will report the final results to the membership at the NDHSAA General Membership Meeting on January 26, 2016.

Brad Rinas, Realignment Committee Chair, provided recommendations to the Board regarding placement in baseball/softball regions for the 2016 season.

- a. Beulah assigned to West Region of Division B softball.
- b. Oak Grove assigned to Region 1 of Class B baseball.

Motion by Schafer to approve region assignments as reported. Second by Bertsch. Motion carried unanimously.

**Athletic Review**

<b>NDHSAA Board of Directors: Y: approve - N: deny (y-n)</b>	<b>Review</b>	<b>Board</b>
	1/13/2016	1/25/2016
<b>Cross Country:</b>		
1. Increase the length of girls races at the state meet to 5,000 meters.	Y (10-0)	Y (11-0)
<b>Boys Soccer:</b>		
1. Increase the value of a regular season win to 3 points.	Y (10-0)	Y (11-0)
2. Increase the length of the season by adding one week prior to the current start date.	N (1-9)	N (2-9)
<b>Football:</b>		
<b>AAA</b>		
1. No recommendations		
<b>AA</b>		
1. No recommendations		
<b>A</b>		
1. No recommendations		
<b>9-Man</b>		
1. No recommendations		

<b>All Football Divisions</b>		
1. No recommendations		
<b>Class A Girls Golf:</b>		
1. Require all state qualifying meets, region meets, and state meets to have course distances of at least 5,000 yards.	Y (10-0)	Y (11-0)
<b>Boys Tennis:</b>		
1. Move the start time of the state tournament to 10:00 am on Thursday for both girls and boys tennis.	Y (10-0)	Y (11-0)
<b>Volleyball:</b>		
<b>Class A</b>		
1. Increase the Class A regular season match limit to 18 matches and 3 tournaments or 16 matches and 4 tournaments.	N (5-5)	N (2-9)
<b>Class A &amp; B</b>		
1. Increase the number of allowable sets per day from 6 to 7.	Y (7-3)	N (4-7)

The Board reviewed the Class A Review notes. No recommendations were brought forward from Class A Review. The Class A Review committee discussed the use of wood vs aluminum bats in Class A baseball, increasing the volleyball match limits and elimination of 7<sup>th</sup> place game at state baseball and softball Tournaments.

Devils Lake High School presented a request to allow girls basketball participation one day early in order to fill out the brackets for the Lake Region Girls Basketball Tournament in December of 2016. The team will have 9 practices in before the beginning of the tournament.

Motion by Schafer to approve request. Second by Baesler. Motion carried with one abstention. (10-0)

Turtle Mountain Community High School presented a request to allow girls basketball participation one day early in order to fill out the brackets for the Lake Region Girls Basketball Tournament in December of 2016. The team will have 9 practices in before the beginning of the tournament.

Motion by Vollmer to approve request. Second by Hall Motion carried unanimously.

The General Membership meeting was discussed. The football plan will be distributed and there will be a vote on a By-Law amendment as proposed by Grand Forks Public Schools. Executive Director Fetsch will also notify the membership of the Public Service Announcements recently made available through the cooperation of NFHS, NIAAA, NDHSAA.

Fetsch notified the Board of the 2016-17 region administrator meeting dates and sites.

Monday, August 1 - Dickinson HS

Tuesday, August 2 - Minot HS-Magic City Campus

Thursday, August 4 - Valley City HS

Monday, August 8 - Larimore HS

Tuesday, August 9 - Bismarck Legacy HS

Motion by Stedman to change value of symbolic award as set by the Board in Part II Article IX: Awards Section II and in Part II Article IX: Awards Section IV of Board interpretations from \$75 to \$300. Second by Baesler. Motion passed unanimously.

Roaldson moved to approve the drone policy as presented to be effective immediately. Second by Bertsch. Motion passed unanimously.

Board correspondence was reviewed by the Board. Three letters received were concerning the 2017 and 2018 football plan. One letter was concerning an issue with bussing at Grand Forks Public Schools. Grand Forks Public Schools is aware of the letter received concerning bussing.

In representative reports, Schafer brought up the idea of coaches instead of kids sitting out of games for sport regulation violations. Punish the coach rather than the student for violations because the coach is the one that is suppose to track player information.

Executive Director's Report

- a) NFHS Winter Meeting Report: NFHS member associations Executive Directors met for the NFHS Winter Meeting. A major portion of the conference focused on strategic planning for the NFHS. Dissinger Reed was in attendance and explained they are working on a concussion insurance policy that would be similar to the current catastrophic insurance only it would deal specifically with concussion injuries.
- b) Code of ethics for coaches was also discussed. NDHSAA as a Board does not deal directly with coaches as coaches are under local school control. Recently issues have been reported concerning coaches ethics, therefore the Executive Director is researching creation of a Code of Ethics for coaches.
- c) The NFHS Summer Meeting was discussed. The meeting will be held in Reno, Nevada June 28 through July 2, 2016.
- d) Correspondence was received from the Traffic Safety Outreach Program of the North Dakota Association of Counties.

Upcoming NDHSAA Board meetings are as follows:

- b) March 18, 2016 – Minot – Holiday Inn (Riverside)
  - (1) Class B District Chairs – 9:00 am
  - (2) Board of Directors Meeting – 1:00 pm

President Wiberg declared the meeting adjourned at 7:21 pm.

Respectfully Submitted,  
Brenda Schell  
Assistant Director

Signed: \_\_\_\_\_ Approved Date: \_\_\_\_/\_\_\_\_/\_\_\_\_