

# *Fifth District Idaho High School Interscholastic Activities Association*

MEMBER HIGH SCHOOLS

ABERDEEN AMERICAN FALLS BEAR LAKE CENTURY GRACE HIGHLAND MALAD  
MARSH VALLEY NORTH GEM POCATELLO PRESTON ROCKLAND SHO-BAN  
SNAKE RIVER SODA SPRINGS WEST SIDE

Minutes\

Fifth District Board of Control

May 3, 2005

Century High School /10:00

Members Present: Irene Alder, President, Shari Bradley, Kaelynn Pendleton, Launa Moser, Lee Ralphs, Don Cotant, John Raukar, David Ross, Dan Ralphs, Gary Brogan, and Ron Echols.

Members Absent: Lynn Schow

Visitors: Roger Kunz

## Consent Agenda:

1. Minutes of March 16, 2005, were reviewed. The following items were added: 1. 1A Basketball proposal to go to 5 Quarters or 100 Quarters for 20 games. Don Cotant to take proposal to IHSAA Board. 2. Commissioners will be in charge of getting digital pictures of officials to send to the District Secretary in a timely manner to be put on the web site to aid coaches in voting on officials' ballots. 3. The Tie Break procedure was moved to the action agenda. Gary Brogan moved and John Raukar seconded the motion to accept the minutes will the listed changes. Motion carried.
2. Financial Report: Dan Ralphs moved and Gary Brogan seconded the motion to accept the financial report. Motion carried.

## Report Agenda

1. IHSAA BOARD OF CONTROL –Don Cotant- Results of the last IHSAA Board of Control Meeting can be found on the IHSAA web site. It was held in conjunction with the state AD meeting. Bill Young will retire a year from this July. The Fifth District needs to inform its schools so if anyone is interested they can apply for the position. The Invitational State Tournament for Dance/Drill and Cheer was financially very successful. Having the IHSAA take it over has moved to the discussion agenda but has had some opposition. If the IHSAA assumes control of Cheer/Dance-Drill a boys sport must be added to keep Girls and Boys Tournaments in balance. The IHSAA is interested in seeing some of the revenue given back to schools for travel. Approval of the fall practice model/ been tabled. The model was adopted by the NCAA as a preventative measure on heat exhaustion. It will probably be approved and in use this fall. Check the IHSAA web site. Increasing the 3a representation for volleyball and basketball was denied by the board. Having State golf play 36 holes/ no cut line was tabled. There has been a great deal misuse of the IHSAA Coaches cards, allowing others to take their cards. Schools are receiving a \$100 fine for this violation. At the

August meeting there will be 1 vote per high school. Get a proxy vote if your superintendent is not going to attend.

2. 2A Gary Brogan – Security needs to be added as an expense to tournaments in the Handbook. Will be put on the discussion agenda in August.
3. Speech Arts - Tamara Christensen –Debate Protocol ready to go into the Fifth District Handbook and Speech Trophies need to be sent. The district is looking at moving District Speech to an earlier date so it does not conflict with spring breaks. A date will be brought to the board in the fall.
4. 4A John Raukar- representation problems in 2006/2008 with the fluctuation of schools between 4A and 5A- Pocatello is probably going to bid for the State Volleyball Venue as new gyms at Pocatello, American Falls, and Marsh Valley make Pocatello a viable site.
5. Boys Athletics Lee Ralphs Basketball Coaches voted unanimously to move the due date for Boys Basketball ballots back two weeks. This item will move to the Action Agenda in the August meeting.
6. Girls Athletics -Launa Moser – The trophies for Coach of the Years are ready and should be shipped to the schools.
7. Music -Kaelynn Pendleton – Moving a music date to a Saturday met with a lot of resistance.
8. Fifth District Nomination to the Hall of Fame. John McCarthy induct in to the Hall of Fame.

#### **Discussion Agenda**

1. Roger Kunz-Basketball Commissioner - The Board reviewed the new Job Description for Commissioners, rotating officials through as many schools as possible, seeing and evaluating officials. Mr. Kunz suggested keeping the current rotation system for high ranked officials, use officials ranked from 21 on at the commissioner's discretion, keeping the current rating system intact, and continuing to assign officials to the State Tournament as they have been in the passed few years. Mr. Kunz shared information from a survey he had conducted with officials.

\*Lee Ralphs mentioned that the current system for State Tournament Assignments is a problem. First, the girls programs generally get the lower ranked officials, as the higher ranked choose to go to the boy's tournament and the Boys coaches voted unanimously to turn their ballots in later.

2. Commissioners who are not the District Rules interpreter will now be required to attend the IHSAA Rules Clinic in their sport and will incur expenses. Gary Brogan moved and Tamara Christensen seconded a motion—to pay the expenses of those commissioners who are not the district rules interpreter but asking them to ride with the rules interpreter to the meeting. Vote was unanimous.

9. Tie Break Procedure: Gary Brogan moved and Lee Ralphs seconded a motion to add the following to #4 on the current tie break procedure. "Record against common opponents (must be common among all teams tied, and each must have played the same number of times or zero probability that a tie would remain if both team played the same number of times, i.e. Team A is 0-1, Team B is 2-0) Vote was unanimous.

10. Rockland/ShoBan – Representatives from the IHSAA, the Fifth District and those schools involved met and resolved the issues.

11. Christmas Moratorium – If Sunday falls within the moratorium, Sunday will not count as one of the consecutive days. Dave Ross, moved and John Raukar seconded the motion. Vote was unanimous.
12. Basketball Ballots are to only have 15 spaces for officials.

Action Agenda

1. Commissioner Job Description - Gary Brogan moved to accept the new Commissioner Job Description. Kaelynn Pendleton seconded the motion. Vote was unanimous. A copy of the Commissioner Job description can be found at the end of these minutes.
2. Fifth District Travel Policy Launa Moser moved and Lee Ralphs seconded the motion to accept the Fifth District Travel Policy. Vote was unanimous.
3. Fifth District Appeals Process – Gary Brogan moved to accept the Fifth District Appeals Process. Launa Moser seconded the motion. Vote was unanimous.

Respectfully submitted,

Roslyn Brimhall, Secretary

*Fifth District*

# *Idaho High School Interscholastic Activities Association*

## MEMBER HIGH SCHOOLS

ABERDEEN AMERICAN FALLS BEAR LAKE CENTURY GRACE HIGHLAND MALAD  
MARSH VALLEY NORTH GEM POCATELLO PRESTON ROCKLAND SHO-BAN  
SNAKE RIVER SODA SPRINGS WEST SIDE

## **TRAVEL/MILEAGE POLICY FOR OFFICIALS**

### **MULTIPLE GAMES/DIFFERENT SITES**

1. Officials will be paid the actual travel mileage.

Example: An official travels from Pocatello to officiate an afternoon football game at North Gem. They then travel to Bear Lake to officiate that evening. Mileage would be paid as follows: North Gem would pay mileage from Pocatello and back to Pocatello. Bear Lake would be responsible to pay round trip mileage from North Gem to Bear Lake.

### **PAYING ONE CAR (ONE DRIVER)**

1. Generally the Fifth District Policy will be to pay mileage for one car (one driver)

- a. The driver designated by the commissioner is obligated to share part of the mileage payment with the other official(s) who may have driven to a determined site to meet the designated driver. The amount shared will be determined by the official(s) involved.

- b. Example: The designated driver is driving from Malad. The game is at Snake River. A second driver is driving from Soda Springs. The two meet in McCammon. The designated driver is expected to reimburse the Soda Official with an equitable amount of the mileage payment.

2. Exception to Paying One Car (One Driver) During the Basketball season when officials working the Freshmen, JV, and Varsity games are different, two designated drivers will be paid mileage.

### **MILEAGE CHART**

1. Mileage will be paid according to the contract agreed upon by the Fifth District Activity Association and the Fifth District Officials Association.
2. Mileage will be paid according to the Mileage Chart published by the Fifth District Activity Association.

Passed by Board May 3, 2005

## **FIFTH DISTRICT COMMISSIONER JOB DESCRIPTION**

1. Commissioners work under and are responsible to the Fifth District Board of Control.

2. Commissioner's contracts will be for one year and may be renewed on a yearly basis.
3. Commissioners assign officials for grades 9-12 as determined by the District Secretary.
4. Commissioners will:
  - a. Obtain from the District Secretary names of schools that should be assigned officials.
  - b. Send forms to schools requesting contests dates, times, and number of officials needed.
  - c. Send a copy of certified officials, addresses, and phone numbers to participating member schools.
  - d. Notify in **writing** all **principals, coaches,** and **officials** of the Officiating Assignments.
  - e. Send a copy of Official's Assignments to the District Secretary and/or Board President.
  - f. Send District Tournament Assignments to the District Secretary and/or Board President.
  - g. Adjust official's assignments when illness, work or personality problems require an adjustment.
5. Commissioners will follow the Guidelines for Assignments when possible as found in the Fifth District Handbook.
6. Commissioners will use the previous year's Officials Rankings in making their assignments.
7. Commissioners will assign officials according to Board the Mileage Policy, one car, two cars, sharing rides and mileage money.
8. Commissioners will assign District Tournament Officials using the ratings provided by the Board of Control including the Rankings by Classifications where possible.
9. Commissioners will attend the IHSAA Rules Clinics for their sport with the District Rules Interpreter.
10. Commissioners and/or District Rules Interpreters will train officials and provide appropriate work sessions and clinics. A minimum of two work sessions will be held.
11. Commissioners will distribute the over all Officials Rankings to the officials in their sport in the post-season meeting.
12. Commissioners will be responsible for digital pictures of the officials in their sport.
13. Commissioners will observe official's performance when possible.
14. Commissioners will encourage individual 18 or older who are out of high school to become certified officials.
15. Commissioners will encourage officials' membership in the National, State, and District Officials Association.
16. Commissioners will encourage officials to attend at least one Professions Development Clinic during the year. This clinic will meet the IHSAA requirement for officiating state tournaments.
17. Commissioners will work with the officials association and keep them informed of Board of Control policies.
18. Commissioners will bring officials' concerns to the Board of Control.
19. Commissioners will attend Board of Control Meetings when invited and request time with the board as necessary.
20. Commissioners will accept other tasks as determined by the Board of Control.
21. Commissioners will be issued a 1099 Tax Statement for payment of \$600 or more. November 8,

Revised Job Description passed May 3, 2005

# *Fifth District Idaho High School Interscholastic Activities Association*

MEMBER HIGH SCHOOLS

ABERDEEN AMERICAN FALLS BEAR LAKE CENTURY GRACE HIGHLAND MALAD  
MARSH VALLEY NORTH GEM POCATELLO PRESTON ROCKLAND SHO-BAN  
SNAKE RIVER SODA SPRINGS WEST SIDE

## **PROPOSED CHANGES AND APPEALS PROCESS**

Change #1: Under the section titled **Mission Statement Fifth District Activity Association,** add a #5. Facilitate a appeals process dealing with all Fifth District rules and regulations.

Change #2. On page 15 of the Fifth District Handbook, section titled **Official Standing Committee.** This entire section should read as follows, entirely replacing the old section.

### **APPEALS PROCESS**

Matter concerning appeals of Fifth District Rules and Regulation will be under the directions of the Fifth District Board of Control. The following due process will be implemented following an appeal. IHSAA Rule 14-4 will be upheld in all cases.

1. The Board of Control will appoint a committee of five board of control members to hear any appeal.
2. The (appointed) Appeals Committee is responsible to hold hearing to address and investigate appeals brought to the board of control.
  - a. The plaintiff or in the case of a school, the school principal, will file a written complaint addressing their concerns with the Fifth District Board of Control President.
  - b. The President of the Board of Control or their designee and an appointed member of the board of control will investigate the written complaint.
  - c. A hearing will be held with the entire appeals committee to hear the complaint from the plaintiff or school.
  - d. The committee may honor the request of the plaintiff to hear from other individuals involved in the complaint.
  - e. The committee will review the evidence and make a ruling on the complaint.
  - f. All appeals committee decisions may be appealed to the full Fifth District Board of Control. Final vote by the Fifth District Board of Control will be in executive session.
  - g. **\*\*\***(Person or school being complained against right to be present at the hearing.)????