

CENTRAL STATE ACTIVITIES ASSOCIATION

CONSTITUTION

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CSAA CONSTITUTION

Table of Contents

ARTICLE

I.	Name of Conference.....	4
II.	Purpose of Conference.....	4
III.	Membership.....	4
IV.	Meetings.....	4
V.	Officers.....	5
VI.	League Dues and Assessments.....	5
VII.	Bylaws of Activities.....	5
VIII.	Violations and Protest Procedures.....	5
IX.	Amendments.....	6

CSAA BY-LAWS

SECTION

I.	CSAA Championships.....	6
II.	CSAA Medals and Certificates.....	7
III.	Championship Plaque.....	7
IV.	Officials.....	7
V.	League Officers and Duties.....	8
VI.	Host School.....	9
VII.	League Sport.....	9
VIII.	All-Sports.....	9
IX.	Amendments to By-Laws.....	10
X.	Business Meeting.....	10

APPENDIX A – ADMISSION PRICES

I.	Admission Prices.....	10
II.	CSAA Passes.....	10

APPENDIX B – STARTING TIMES

I.	Boys.....	10
II.	Girls.....	11
III.	Start Times.....	11

APPENDIX C - FEES

I.	CSAA Assigned Officials	11
II.	Non CSAA Assigned Officials	11
III.	Schools Hosting League Tournaments.....	11

APPENDIX D – ATHLETIC GUIDELINES

I.	Football.....	12
II.	Cross Country.....	14
III.	Golf.....	15
IV.	Wrestling.....	16
V.	Basketball.....	17
VI.	Baseball and Softball.....	17
VII.	Track.....	18
VIII.	Volleyball.....	20
IX.	Cheerleading.....	21
X.	Soccer.....	22
XI.	Contacting Media.....	22
XII.	Changes in Athletic Guidelines.....	22

APPENDIX E – ACADEMIC GUIDELINES

I.	Language Arts.....	23
----	--------------------	----

II.	Technology.....	25
III.	Quiz Bowl.....	30
IV.	Model UN.....	32
V.	Fine Arts.....	36
VI.	Debate.....	37
VII.	Forensics.....	38
VIII.	Science.....	40
IX.	Talent Revue.....	41
X.	Music.....	45
XI.	Applied Technology.....	45
XII.	Exhibitions.....	46
XIII.	All-Academic Activities Award.....	47
XIV.	Miscellaneous.....	47

APPENDIX F – SPORTSMANSHIP POLICY

CSAA Sportsmanship Policy.....	48
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APPENDIX G – ACADEMIC ALL-LEAGUE REQUIREMENTS

Requirements.....	49
Procedure.....	49
Sample Posting.....	49

APPENDIX H – EVALUATION GUIDELINES

Guidelines.....	49
CSAA Secretary/Treasurer Evaluation Form.....	50
CSAA League Assignor Evaluation Form.....	50

CONSTITUTION

Article I

Name of Conference

Central State Activities Association

Article II

Purpose of Conference

The purpose and object of this organization shall be to promote and foster desirable interscholastic relations between member schools.

Article III

Membership

- Section 1** The members of this activities association shall be Big Rapids, Central Montcalm, Chippewa Hills, Lakeview, Morley-Stanwood, Carson City-Crystal, and Reed City. No school shall become a member until after ratifying the Constitution and Bylaws.
- Section 2** The Executive Council of the CSAA shall be made-up of principals and athletic directors of member schools. The Athletic Director's Council shall consist of the athletic directors representing the member schools.
- Section 3** A school wishing to enter the CSAA must present a request in writing to the secretary of the CSAA. The application will be read at the next regular meeting and a thirty-day period must elapse before any action is taken. Acceptance into the CSAA is to be by 3/4th majority vote of member boards of education.
- Section 4** A member school may withdraw from the CSAA only after all scheduled CSAA obligations have been fulfilled. Fulfilling CSAA obligations shall be construed to mean completing the current year's athletic schedule and the following two-year's obligations unless they are released from same by all other members of the CSAA.
- Section 5** Schools found to be in violation of Article II of the constitution may be placed on probation by the league by 3/4 vote of those members not being considered for probation. When a member school is placed on probation, guidelines shall be drawn relative to the terms of the probation.
- Section 6** Expulsion of present members for cause is to be by the unanimous vote of those members not being considered for expulsion.
- Section 7** Each member school shall have one (1) vote to be cast by the principal or principal's designee.
- Section 8** All decisions shall be determined by a majority vote of the eligible voters present, except when specified by this constitution.
- Section 9** Voting shall be done by a roll call if requested by a member school or whenever a voice vote does not reveal a unanimous vote. The vote by roll call shall be recorded in detail in the minutes.

Article IV

Meetings

- Section 1** Regular business meetings of the Athletic Director's Council shall be held monthly, with the possible exception of July. The time and date for each meeting of the following year will be determined by the Athletic Directors' Council.
- Section 2** Special meetings of the Executive Council may be called at the discretion of the CSAA President or upon the request of three or more member schools. A minimum of one week written notice in advance

shall be given each Executive Council member when calling a special meeting.

Section 3 The annual league meeting for the Executive Council of the CSAA will be held during the month of June.

Section 4 The Annual Banquet for all CSAA staff members, administrators, and guests will be held between the fall and winter sport seasons.

Article V

Officers

Section I The officers of this organization shall be: President, Vice-President, and an Executive Secretary-Treasurer and League Assigner. The President and Vice President shall be from the same school. The Vice President will be appointed by the President and shall be President of the Athletic Directors' Council.

Article VI

League Dues and Assessments

Section 1 An annual fee (dues) shall be determined at the first meeting of each school year and will be payable before October 1 of that year. (dues are \$1,000 for athletics)

Section 2 Special assessments that may be deemed necessary must be ratified by three-fourths majority of member schools in good standing.

Article VII

Bylaws of Activities

Section 1 The CSAA shall make a section of the constitution for each activity as may be necessary in carrying out the provisions of the constitution.

Article VIII

Violations and Protest Procedures

Section 1 A protest may be filed by any member school whenever it feels there has been: a violation of this constitution or its bylaws, any contest irregularities, or adverse behavior by a school's representatives.

Section 2 Protests must be submitted in writing and be directed to the Executive Secretary and post-marked within five (5) days following the incident or awareness of the violation.

Section 3 A hearing committee, consisting of the principals of those schools not involved in the protest, shall meet within five (5) school days after receipt of the protest to determine the validity of the protest.

Section 4 The hearing committee shall determine, by three-fourths vote, which of the following disciplinary actions are to be imposed upon a member school if the protest is found valid:

1. Forfeiture of CSAA contest
2. Ineligibility for championship recognition
3. Probation
4. Any other action determined by the hearing committee

Article IX

Amendments

Section 1 This constitution may be amended by a three-fourths vote of the voting delegates of the conference. Notice of any proposed amendment must be given to the member schools at least thirty days previous to the annual meeting at which the amendment in question is to be voted upon. The constitution can only be amended at the annual CSAA meeting.

CENTRAL STATE ACTIVITIES ASSOCIATION BY-LAWS

Section 1 CSAA Championships

A. CSAA Championships and the overall Final Standings will be determined in all varsity sports by the CSAA.

B. The determination of the CSAA Final Standings in track and field will be based on the results of the dual meets and the CSAA meets. The CSAA meet will be given 2/3 as the dual meets will be 1/3 in determining the Final Standings.

1. The standings, based on the dual meet records, will be determined at the conclusion of the dual meet season.
2. Computation of dual meet standings will be based on two (2) points for a win, one (1) point for a tie, and zero (0) points for a loss.
3. The dual meet standings and corresponding points to be utilized in computing CSAA Final Standings are:

Standing or Place	School Points
1st place	8 points
2nd place	7 points
3rd place	6 points
4th place	5 points
5th place	4 points
6th place	3 points
7th place	2 points
8th place	1 point
Non Participants	no points

4. The CSAA meet standing and corresponding points to be utilized in computing CSAA Final Standings are:

Standing or Place	School Points
1st place	8 points
2nd place	7 points
3rd place	6 points
4th place	5 points
5th place	4 points
6th place	3 points
7th place	2 points
8th place	1 point
Non Participants	no points

5. The CSAA Final Standings shall be determined by totaling the dual meets standing points (item 3) and the conference meet standing points (item 4).

C. The determination of the CSAA Final Standings in wrestling and volleyball will be based on the results of the dual meets and CSAA Tournament. The CSAA meet will be given 1/2 and the Dual Meets 1/2 in determining Final Standings.

D. Determination of the CSAA Final Standings in Golf will be based on the results of jamborees and the CSAA meet. Each jamboree's value equals 1/x. Each league jamboree equals 2/x in determining the league champion.

Example: Seven golf teams in the league, $x=7+2=9$. Each jamboree value = $1/9$ (seven jamborees = $7/9$) League jamboree value = $2/9$

- E. Determination of the CSAA Final Standings in cheerleading and Pom Pon will be based on the winter competition to determine the overall League Standings and all-sports points. Points for Final Standings will be awarded as in Bylaws Section VIII, Letter A.
- F. Determination of the CSAA Final Standings in cross country shall be the combined results of the three league jamborees with each meet counting equally (1/3 - 1/3 - 1/3). Points for Final Standings will be awarded as in Bylaws Section VIII, Letter A.
- G. In all other sports, the league championship will be determined by the final standings of the league scheduled competitions.

Section II CSAA Medals and Certificates

- A. The CSAA shall provide the awards for CSAA approved activities.
 - 1. All-CSAA Medal - design as approved by the Executive Council
 - 2. Silver Medal - a copy of the All-CSAA medal
 - 3. Engraving indicating sport, etc.
 - 4. Certificates - design as approved by the Executive Council
- B. All-League Selection shall be based only upon league competition statistics and performances.

Section III Championship Plaque

- A. The CSAA shall provide an appropriate plaque to the championship team in all approved CSAA sports. In case of a tie for the team championship, duplicate plaques shall be provided.
- B. The Central States Activities Association shall provide a championship certificate to all members of a championship CSAA team.

Section IV Officials

- A. The Executive Secretary shall schedule officials for CSAA contests as directed by the Executive Council.
- B. Number of registered officials per regular season contest:

Varsity Football	- 5	Volleyball	- 2
JV & Freshman Football	- 4	Wrestling	- 1
Basketball	- 3	Softball	- 2
Cross Country	- 1	Baseball	- 2
Track	- 1	Competitive Cheer	- 5
Soccer	- 2		
- C. Coaches responsible for the team competing shall be ineligible to act as the registered official with the exception of cross country.
- D. CSAA assigned officials shall be compensated at the rate stipulated in the "Official Fee Schedule" included as Appendix C of this document.
- E. Evaluation of Officials
Officials assigned by the (League Assignor/Coaches) will be evaluated under the direction of the Executive Secretary with the approval of the (Athletic Directors.)
- F. CSAA tournament and varsity football officials shall be assigned by the (League Assignor.) In boys and girls varsity basketball, officials shall be assigned by the (League Assignor) under the direction of the Athletic Director's Council.
- G. Process for Assignment of Varsity Basketball Officials (Girls and Boys)
 - 1. The CSAA shall maintain a list of league approved registered officials for both boys and girls basketball. These lists shall be separate.
 - 2. The CSAA (League Assignor) shall assign league approved officials to CSAA varsity basketball games.
 - 3. Officials may be nominated for league approved status by either the Secretary, a CSAA

- Athletic Director, or an eligible CSAA varsity head coach.
4. Nominated officials shall be considered for inclusion on an approved list when the coaches conduct their All-CSAA meeting pursuant (C) (1) above.
 5. A nominated official shall be added to an approved list upon a vote of at least five (5) varsity head coaches eligible to vote, subject to agreement by a majority of the league Athletic Directors.
 6. A nominated official shall be removed from an approved list upon a vote of at least six (6) varsity head coaches eligible to vote, subject to agreement by a majority of the League Athletic Directors. Reasons for removal from an approved list shall be specified.
 7. Coaches are eligible to nominate officials pursuant to (3) above and to vote pursuant to (5) and (6) above if they have submitted to the Secretary a written rating for each official who worked one or more of their CSAA games during the current season.
 8. Coaches' ratings may be submitted to the Secretary on the CSAA rating form *or* by delivering to the Secretary a copy of the rating form submitted to MHSAA (clearly identifying which officials on the latter worked CSAA games).
 9. Officials added to an approved list shall be assigned a maximum of two (2) CSAA varsity games in their first year on the list.
 10. An official on an approved list shall not be assigned to a game involving the school that nominated him or her (AD or coach) during the first year on the list.

Section V League Officers and Duties

A. The Executive Council shall consist of the principals and athletic directors of the member school.

B. Powers and Duties of the President:

1. Be the chief executive officer of the CSAA.
2. Appoint the Athletic Council President.
3. Preside over the Executive Council Meetings.

C. Powers and Duties of the Vice-President
(Athletic Directors' Council President)

1. Act as chairperson in the absence of the President.
2. Preside over the Athletic Director's Council meetings.
3. Arrange meeting facilities and mail Athletic Directors' Council one week prior to each meeting.
4. Instruct the Executive Secretary/Treasurer as to what communications should be sent out.
5. Receive a copy of all information that relates to the operation of the CSAA.
6. Instruct the Executive-Secretary/Treasurer of the time and the place of meetings and any agenda items.

D. The Executive Secretary/Treasurer & League Assigner

1. Employment and Compensation: The CSAA shall employ an Executive Secretary/Treasurer, and League Assigner with the salary to be determined annually at the regular June meeting.
2. Term of Office: The term of office will be one year in length, renewable annually at the regular June meeting or whenever a vacancy occurs, by a majority vote of the member schools. The CSAA reserves the right to remove the Executive Secretary/Treasurer, and/or League Assigner at any time. A three-fourths majority vote of all member schools is necessary to remove the Executive Secretary/Treasurer, and/or League Assigner

from this

position during his/her appointed term.

3. Duties:

- a. Receive and disburse monies as approved by the membership.
- b. Maintain an accounting of all CSAA receipts and disbursements, and submit a financial report at all Athletic Directors' Council meetings.
- c. Prepare and distribute CSAA schedules for the sports as directed by the Athletic Directors' Council.
- d. Schedule officials for the following CSAA contests as directed by the Executive

Council.

- Varsity Football (league games only)
- Boys Varsity Basketball (league games only)
- Girls Varsity Basketball (league games only)
- Wrestling League Tournament
- Volleyball - League Tournament
- Track - League Meet
- Cheerleading - League Meets

- e. Disburse CSAA passes at the regular August meeting.
- f. Serve in an advisory capacity to CSAA meet managers.
- g. Publish a current roster of CSAA administrative and athletic staffs for distribution at the regular October meeting.
- h. Keep a record of all athletic standings, championships, CSAA records, all sport standings, and All-CSAA Team selections on a continuing basis.
- i. Publish releases concerning All-CSAA Teams and other CSAA business as approved by the Athletic Directors' Council.
- j. Co-operate with the President and the Vice President in administering the CSAA.
- k. Perform additional duties as assigned by the Athletic Director's Council.

- 4. The Executive Secretary/Treasurer will be evaluated on an annual basis. All athletic directors will evaluate the Executive Secretary/Treasurer (one evaluation per school). Evaluations are due at the April meeting. A committee made up of the past president current president and the recording secretary will meet and discuss the evaluations with the Executive Secretary/Treasurer. The meeting will be held between the April and May meetings. See Appendix H.

E. The Recording Secretary

- 1. Shall be the athletic director representing the succeeding year's host school.
- 2. Shall record minutes of all Athletic Directors' Council meetings and distribute such minutes to league superintendents, principals, and athletic directors of member schools in a timely manner.

Section VI Host School

For the 2006-2007 school year, Lakeview will be the host school for the CSAA. Each succeeding year there shall be an alphabetical rotation according to Article III, Section I.

Section VII League Sport

It shall be determined that four (4) or more teams participating in an approved league sport will constitute a league sport, team status must be determined no later than the first league contest or event. A league sport will continue to be considered a league sport even though participation in the sport would diminish to less than four CSAA teams during the course of the current season.

Section VIII All-Sports Award

- A. The All-Sports standings will be determined by awarding points in all varsity level boys and girls sports.

Place	Points Awarded
1st place	16 points
2nd place	14 points
3rd place	12 points
4th place	10 points
5th place	8 points
6th place	6 points
7th place	4 points
8th place	2 points
did not participate	0 points

- B. A permanent plaque will be presented at the end of the school year to the school that accumulates the most points in the All-Sports standings.
- C. Ties for places will be figured on the basis of combining point totals for the places tied and dividing by the number of teams tied.

Section IX Amendments to By-Laws

The By-Laws may be amended by a three-fourths vote of the voting delegates of the CSAA. Notice of any proposed amendment must be given to the member schools at least thirty days previous to the next meeting at which the amendment in question is to be voted upon.

Recommendations from coaches for changes in spring sports shall be provided to the ADs by the first Friday in June. The ADs will review these recommendations at their August meeting. Spring sports changes recommended by the ADs at their August meeting may be acted upon at the September principals' meeting, but all other changes must be acted upon at the annual meeting.

Section X Business Meeting

A business meeting will be conducted at the end of each varsity season, either at the all-league selection meeting or at the final meet or tournament, for the purpose of permitting coaches to offer recommendations to the Executive Council through the league secretary.

**APPENDIX A
RECOMMENDED ADMISSION PRICES AND PROVISIONS
MAXIMUM PRICES CHARGED BY CSAA**

I. Admission Prices:		Adult	Student
A.	Varsity Athletics.....	\$5.00.....	\$4.00
	(Includes CSAA League Meets/Tournaments) Family cap at \$18.00		
B.	Sub-Varsity Athletics: JV, 9 th	\$4.00.....	\$3.00
	1. League schools have the option to charge admission for spring sports.		

II. CSAA Passes:

- A. Valid for the admission of two, shall be issued to each member school at regular meeting in August. For the CSAA pass to be valid it must have the bearers name on it. A maximum of fifty (50) league passes will be issued to each member school.
- B. Lifetime CSAA Senior Citizen Pass – Seniors must be age 60 or older to obtain pass.

**APPENDIX B
STARTING TIMES FOR ATHLETIC CONTEST**

I. Boys

- A. Varsity Football.....6:59
- B. JV/Freshman Football (Double-Headers).....4:30
- C. Varsity/JV/FR Basketball.....4:00
- D. Wrestling Varsity/MS.....6:00
- E. Cross Country.....4:30 (Oct. meets 4 p.m.)
- F. Baseball.....4:00 (or mutually agreed upon)

- G. Track.....4:30 Field Events
4:45 2 mile relay together/5 p.m. Running
- J. Golf.....4:30 (Oct. matches 4 p.m.)
- K. Soccer.....4:00

II. Girls

- A. Basketball Var. JV/FR.....4:00
- B. Cross Country.....4:30 (Oct. meets 4 p.m.)
- C. Volleyball.....6:00
- D. Track.....4:30 Field Events
4:45 2 mile relay together/5 p.m. Running
- E. Softball.....4:00 (or mutually agreed upon)

F Soccer..... 4:00

- IV. Starting times of CSAA meets are left to the discretion of the tournament manager and the Executive Council.

APPENDIX C FEES FOR OFFICIALS AND MEET MANAGERS

I. CSAA Assigned Officials (per official)

A.	Varsity Football.....	\$55.00
B.	Varsity Basketball(3).....	\$55.00
C.	CSAA Volleyball Tournament.....	\$125.00
	(Also hire 4 registered line judges @ \$75.00 each or 4 competent adults @ \$50.00 each).	
D.	CSAA Wrestling Tournament (Two mats, three officials; three mats, four officials).....	\$125.00
E.	Manager runs clock and scores jamboree (1 person, 1 clock)...	\$200.00
F.	CSAA Track Meet Starter (2), Referee (1), Clerk (1).....	\$100.00
G.	CSAA Cheer Judges (6).....	\$50.00
H.	Varsity Soccer.....	\$50.00

II. Recommended Fees for non-CSAA assigned officials (per official)

A.	Football	
1.	JV/Freshman.....	\$38.00
B.	Basketball	
1.	JV.....	\$37.00
2.	Freshman.....	\$32.00
C.	Volleyball	
1.	Varsity.....	\$30.00
2.	Junior Varsity.....	\$20.00
3.	Freshmen.....	\$20.00
D.	Wrestling	
1.	Dual.....	\$50.00
2.	Tri.....	\$85.00
E.	Baseball	
1.	Varsity.....	\$70.00
2.	Junior Varsity.....	\$65.00
F.	Softball	
1.	Varsity.....	\$65.00
2.	Junior Varsity.....	\$60.00
G.	Track	
1.	Dual Meet Starter.....	\$50.00
2.	Triangular Starter.....	\$60.00

III. Schools Hosting League Tournaments

- A. Schools hosting league tournaments and championship tournaments or meets will make use of volunteer workers when possible and pay all hired workers fees which are not more than what's customary for that school. The host school shall absorb the usual expenses associated with janitorial services, utilities, and program printing.
- B. CSAA athletic tournaments and events shall be spread across the league. Should a school not have a facility to hold the event, then it will be brought back to an Athletic Director's meeting and a switch will take place. No school shall hold an event two (2) years in a row.

2006-2007 League Events

Lakeview
Morley Stanwood
Reed City
Big Rapids
Central Montcalm
Chippewa Hills
Carson City-Crystal

Coaches/Scholar Banquets
Volleyball
HS Track
Girls Golf
Wrestling
Competitive Cheer
Boys Golf

2007-2008 League Events

Morley Stanwood
Reed City
Big Rapids
Central Montcalm
Chippewa Hills
Lakeview

Coaches/Scholar Banquets
Volleyball
HS Track
Girls Golf
Wrestling
Boys Golf/Competitive Cheer

APPENDIX D ATHLETIC GUIDELINES

I. Football

A. Schedule

1. The football schedule shall consist of a single round-robin schedule with all games counting towards the championship. The 2007 schedule has been established. It will be on a two year alternating site rotation and will be laddered every two years. Laddering will be top to bottom (Round 1 moves to bottom all other Rounds move up). Also, laddering will occur in the fall of 2009, 2011, 2013 etc..
2. All JV/Freshman games will be played on the Thursday preceding the varsity game at the site opposite the varsity game. (Freshmen games will use 10-minute quarters).

B. Colors

The home team will always wear the dark jersey. The visiting team will wear the light jersey. This will apply to all levels of competition.

C. Medical Care

Each home school will be prepared to appropriately deal with the emergency medical needs that might arise.

D. Bands

If one or two bands are to perform in the pre-game, teams will exit to the warm-up end zone no later than 6:45 p.m. Both teams are required to be on the field by 6:50 p.m. for the National Anthem to be played at 6:55 p.m. (with zeros on the scoreboard). Kickoff will be at 6:59 p.m.

E. Halftime

For a homecoming game the halftime may be extended to twenty (20) minutes if visiting school is notified prior to the start of the game.

F. Scouts

Scouts from non-participating schools shall, whenever possible, be allowed in the press box and/or have access to electricity. Tape exchanges between schools shall be in the following manner; the visiting team shall deliver the previous week's tape to the home team's bench of the next week's contest. (Example: Central Montcalm plays at Lakeview next week. The previous week Central Montcalm and Lakeview will exchange tapes at Lakeview's game). Exchanging tapes back will be done the night of the contest.

G. Communication System

Each team shall provide its own communications from the bench to the press box.

H. Football Awards

1. One team plaque
2. 26 first-team medals and certificates - eleven (11) offense, eleven (11) defense, and four (4) special team.
3. 22 second-team medals and certificates - eleven (11) offense, eleven (11) defense.
4. Honorable Mention Certificates - for any player receiving a vote for all-league.

I. All CSAA Selection Procedures

1. Each coach shall submit to the Executive Secretary a list of players from his team whom he feels should be considered for All-CSAA recognition by the deadline set by the Executive Secretary.
2. The Executive Secretary shall then compile a master list of nominations and distribute this list to the respective coaches.
3. There will be no additions to the list compiled by the Executive Secretary. Coaches may delete the name or names of any of their players if conditions warrant.
4. The coaches will meet on the first Monday following the eighth scheduled date.
5. In case of a tie for the last position on any All-CSAA Team, the tie shall stand and all tied players will be placed on that All-CSAA Team.
6. Honorable mention selections will come from the All-CSAA nominations. Any athlete receiving a vote, but not selected for the All-CSAA Team, shall be designated as Honorable Mention.
7. The composition of the All-CSAA First Team shall be as follows:

Offensive	Defensive
5 Interior Linemen	4 Interior Linemen
2 Ends	4 Linebackers
4 Backfield players	3 Defensive Backs

Special Teams

- 1 punter
- 1 kicker
- 2 other special players (of any type)

The selection order shall rotate from year to year. The offensive will be selected first in odd years and the defense first in even years. Special team players shall be selected at the conclusion of the offense and defense selection. A player selected for first team honors shall not be eligible for other first or second team honors except special teams. A player selected for second team honors shall not be eligible for other second team honors.

8. It will be the duty of the Executive Secretary to submit the final selections of All-CSAA Teams to all media concerned.
9. Voting
 - a. Ballot shall be an open ballot.
 - b. Each opposing coach shall vote for twice the number of opponent's players being selected for each playing position.

II. Cross Country

- A. The Schedule shall consist of three Jamboree type league meets.
- B. Starting Time - jamborees start at 4:00 p.m. with each new race starting every 30 minutes.
- C. Meet guidelines for course layout. The following are minimal guidelines for all courses used in either dual or league meets:
 1. A course length of either 5000 meters or 3 miles.
 2. Course markings at 1600 and 3200 meters.
 3. A safe course having good footing and no dangerous objects or conditions.

4. A wide enough starting area to accommodate all entered teams.
 5. No turns in the first 300 or last 150 meters.
 6. A properly marked course using color-coded flags or color-coded flags and lines on the ground.
 7. A finish chute with a clearly marked finish line at the opening to the finish chute.
- D. CSAA guidelines for dealing with incomplete teams, forfeits, etc.
1. A team must have at least three runners complete the race in all league jamborees to obtain a team score.
 2. Whenever a school has less than five runners that school would have up to two ghost runners to calculate a team score. Schools using ghost runners would receive the place (number of finish) immediately following the actual last runner to finish the race. For example: School A has three runners who place 1st, 12th, and 33rd. The total number of runners in the race was 50 runners who finished the race. School A's ghost runners would score 51, 52 to add to their three runners who finished 1st, 12th, and 33rd to equal a team score of 149 points. In addition, if any other schools would need one or two ghost runners to get a team score, they would also use the number immediately following the last place finisher (51-52 in this example). To be eligible to use a ghost runner a team must have at least three athletes complete the race in all League Jamborees.
 3. If at any time a team cannot field at least three runners for a league jamboree, that team is eliminated from receiving any all-sports points.
- E. Cross Country Jamboree Meet Guidelines
1. Two (2) weeks prior to the meet each coach will be sent: a) information/instruction sheet; b) entry blank; c) course map
 2. Each school may run its entire team, the first five (5) will count for point totals, runners six (6) and seven (7) will count as pushers.
 3. Entry blanks and athletes names are due to the computer scoring person and the meet manager (if necessary) on the Thursday prior to the meet.
 4. The course will be properly marked by flags and lines.
 5. Only adults shall be used as official timers. Any items not specifically covered herein shall be governed by the current National Federation Rule Book and the MHSAA regulations.
- F. The Jamboree meet shall have competitive divisions for each of the following: varsity boys, varsity girls, 7-8 grade boys and 7-8 grade girls. The varsity and JV will run together. The order of events for even years will be high school girls, middle school boys/girls, and high school boys. The order of events for odd years shall high school boys, middle school boys/girls, and high school girls according to the National Federation rules.
- G. Awards
1. One team plaque
 2. 14 medals - first seven point getters All-CSAA eight-fourteen - Second Team CSAA
 3. 14 certificates
 4. All League will be determined by the cumulative total of positioning points in the jamborees. Positioning points are awarded in each jamboree with the 1st place finisher earning 14 points, the second place runner earning 13 points and so on down to the fourteenth runner earning 1 point. The third meet standings will resolve ties for All-League and Honorable Mention positioning.
 5. Individual Awards will be given to athletes even though they are not on a team.

III. Golf

- A. Schedule – the varsity schedule shall consist of (4) Jamborees and one(1) (18) hole meets
Junior Varsity shall consist of (8) Jamborees of (9) holes.
- B. Starting Time - matches will start at 10:00 am. EXCEPT the jv league jamboree will start at 4:00 p.m.
- C. CSAA guidelines for dealing with incomplete teams, forfeits, etc.

1. League standings will be determined for those schools which have at least one student listed on eligibility on or before the first scheduled date of league competition.
 2. A team must have at least four competitors complete the match in order to record an actual competitive score (win or forfeit win). If a team finishes with 3 or less players, the team records a score of 10% higher than the highest score.
 3. All sports points shall only be awarded to teams that score in eight jamborees and the league meet. A team shall be defined as having a minimum of 4 golfers to complete an event.
- D. Golf jamborees - all CSAA golf jamborees shall consist of (9) holes.
1. Jamborees will be conducted with 6 (5) players from each team with the best (4) scores counted.
 2. The order of Play:
 - *First match-coaches will seed players #1 vs. #1, etc.
 - *Subsequent matches-players will be seeded in the order of their finish from the previous jamboree. (low score, next low score, etc.) If two players from the same team are paired in the same foursome, the most convenient switch will be made.
- E. CSAA Tournament (CSAA Meet):
1. The CSAA Meet will consist of eighteen holes played at a neutral site not normally used as a home course by a CSAA member golf team.
 2. Each team may play 6 (5) individuals, but only the 4 low scores from each team will be counted at the end of the meet.
 3. Each group of players in competition that day will be accompanied by an authorized adult monitor who shall act in the capacity as outlined in the MHSAA tournament guidelines for tournament course observers.
 4. If for some reason a golf coach can not attend the meet, a qualified school official from the absent coach's school must serve as a substitute for the coach that day.
 6. Players will be seeded based on cumulative point total standing from previous jamborees.
- F. United States Golf Association Rules shall govern play.
- G. Responsibility of Coaches: During a jamboree, coaches of those teams will be visible on the course to monitor the actions of the contestants. The contestants will be cautioned before each match that U.S.G.A. rules will be followed and that they will be expected to count all strokes. Good course etiquette is expected and good sportsmanship is a must during all competitions.
- H. Galleries: Galleries are not permitted to give advice to any contestant. The first time that a violation is observed, a warning will be given to the contestant involved. If the violation happens again, a (one) stroke penalty will be administered. A third violation will result in disqualification. If there is a protest to the disqualification that cannot be settled by the supervising coaches, the problem will be turned over to the President or Executive Council.
- I. Awards
1. One team plaque
 2. 6 medals and certificates - All CSAA
 3. 6 medals and certificates - Second Team
 4. 6 certificates - Honorable Mention
 5. Certificates for Championship Team
- J. Selection of All CSAA Teams: All CSAA in golf is determined by the scores that the individual golfer achieves in jamborees (dual matches) and the league meet.
1. In the jamboree, the medallist will earn 48 points, second will earn 47 points, 46 for third,...etc. Until all contestants have been scored.
 2. In the CSAA Meet, the medallist will earn 96 points, second place will earn 94, and 92 for third,... until all contestants have been scored.
 3. All points will be totaled at the end of the jamborees and the League Meet to determine the top twelve individuals. (First six are All CSAA while the next six are all second team,

while the next six are Honorable Mention.)

- K. League Championship
 - 1. The League Champion will be the team with the fewest cumulative strokes.
 - 2. If teams remain tied after competition of the league schedule they shall share the League Championship.
 - 3. All remaining places will be determined by stroke totals. Teams tied will remain tied.
- L. Scheduling Guidelines
 - 1. The varsity schedule will consist of eight league jamborees with one at each school.
 - 2. The JV schedule will consist of 8 league jamborees. The JV will use the same procedure as the varsity.
 - 3. CSAA schedule will be prepared by the league secretary.

IV. Wrestling

- A. Schedule
 - 1. The schedule shall consist of a single round-robin schedule
 - 2. CSAA dual meets shall start at 6:00 p.m. with the JV teams before the varsity contest, if only one mat is used Double Dual should start sooner.
 - 3. Home weigh-in procedure will be used.
 - 4. The CSAA Meet shall be held on the Saturday prior to the State Individual District Wrestling Tournament.
 - 5. Weigh in for the CSAA Meet will be conducted at the site of tournament, waiving the home weigh in procedure.
 - 6. In multiple school meets, the CSAA matches will be wrestled first.
 - 7. Middle School wrestling will be held as a preliminary to the regular scheduled league varsity match, if only one mat is used.
 - 8. Referees used for varsity matches cannot be related to either participating school without prior approval of both schools.
 - 9. Only the individual match score is recorded with middle school matches. No team score is recorded.
- B. CSAA Meet Guidelines - Meet shall be seeded - Seeding done by Meet director or designee.
 - 1. Basis for seeding, in order of considerations:
 - a. Head to Head
 - b. League record any weight
 - c. Record against common outside opponents
 - d. Returning CSAA Champ or Runner-up same weight class
 - e. Overall record in weight class entered
 - f. Vote of Coaches
 - g. Coin flip
 - 2. The seeding meeting will be held following the conclusion of the weigh-in on the day of the meet. Entries, one (1) per weight class must be submitted to the meet manager prior to the seeding meeting.
 - 3. Byes will be distributed among the teams as evenly as possible.
 - 4. Once a wrestler has his name verbally submitted for consideration, his name may not be withdrawn until after 4th seed.
 - 5. Adults (non high school students) shall be used as times and scorers in varsity matches whenever possible.
 - 6. Mats used in the meet shall meet the minimum requirements of the MHSAA or National Federation.
- C. Awards
 - 1. One team plaque
 - 2. 14 medals and certificates All-CSAA
 - 3. 14 medals and certificates for second team – CSAA
 - 4. 14 Honorable Mention certificates

V. Basketball

- A.
 - 1. Each school shall play each of the other teams twice in a double round-robin schedule.
 - 2. Basketball contest will consist of a tripleheader starting at 4:00 pm. The varsity teams will have a maximum of fifteen (15) minutes allocated for warm-up. Freshmen games shall start at 4:00 p.m. Each basketball night will consist of a tripleheader. The varsity teams will have a maximum of fifteen (15) minutes allocated for warm-up.
 - 3. The home team shall wear the light jersey and the visiting team shall wear the dark jersey, as recommended by the National Federation rules.
 - 4. The home team will provide six good basketballs for the visiting team during all league contests.

- B. Awards
 - 1. One team plaque
 - 2. Medals - first team All-CSAA
 - 3. 10 Certificates - All-CSAA
 - 4. Honorable Mention Certificates for others receiving a vote.

- C. All CSAA Selection Procedure
 - 1. The coaches for the girls will meet on the Tuesday of the week of Regionals, the coaches for the boys will meet on the Monday of the week of Regionals, and cast their votes for the top fifteen (15) players, regardless of position. The top ten vote getters will be placed on All-CSAA team. All other athletes, receiving a vote, will be honorable mention.
 - 2. In case of a tie for the last position(s), a second ballot will be held, and if the deadlock remains, all tied players will be named to the squad.
 - 3. Coaches shall not vote for their own players for All-CSAA awards.
 - 4. Players will be ranked from 15-1. Those ten receiving the highest point totals will be named to the first team All-CSAA.
 - 5. Voting - The voting ballot shall be an open ballot.

- D. The three-point line shall be used in all levels of boys and girls basketball.

- E. The basketball coaching box rule shall be used in all league games at all times.

VI. Baseball and Softball

- A. Schedule
 - 1. The schedule shall consist of a single round (as of 2008 double round) of double headers. The visiting team will be designated the home team for the first game.
 - 2. The games shall be doubleheaders and start at 4:00 p.m.
 - 3. Time between games of a double header shall be a maximum of fifteen (15) minutes and may be reduced by a mutual agreement of the coaches.
 - 4. Suspended first games of double headers shall be played to their scheduled number of innings on the make up date. The five-inning completed game rule shall apply only to the second game. (This will help to assure that we complete the league schedule without violating the MHSAA days of competition rule.) The ten (10) run rule will be in effect after five (5) innings have been completed, as per rule book.
 - 5. Baseball and softball games are scheduled on Tuesday and Fridays. Games will be made up as soon as possible, and so that schedules are not rearranged in order to gain an unfair advantage over the other CSAA schools. Make-up dates shall be mutually agreed upon by ADs involved. Make-up dates established by the League (one in April and one in May) must be used by schools for make-up purposes unless an agreed upon date prior to the scheduled make-up date can be used. All make-up games must be completed prior to the MHSAA Pre-District date. Failure to make up games prior to the Pre-District date will result in forfeiture for both schools involved.
 - 6. Varsity baseball and softball competition shall consist of the two seven-inning games. Junior Varsity baseball and softball competition shall consist of two five-inning games with a two-hour limit on the first game (no inning should begin after 2 hours from start of game).

- B. Pre-game Procedure
 1. The home team shall have the field for infield practice beginning 25 minutes prior to the scheduled start of the game, for no more than ten (10) minutes. The visiting team shall have the field for infield practice, beginning fifteen (15) minutes prior to the start of the game, for no more than ten (10) minutes.
 2. There shall be no batting practice for either team before any contest, once the other team arrives.
 3. The host team is to furnish two (2) new balls for each game. One is to be given to each pitcher for pre-game warm-up.
- C. Awards
 1. One team plaque
 2. 10 Medals - first team All-CSAA
 3. 10 Medals - Second Team CSAA
 4. 20 Certificates
 5. Honorable Mention Certificates
- D. The Executive Secretary will schedule a CSAA baseball and softball coaches meeting, as soon as possible to the Monday following the last CSAA game, for the purpose of selecting the All-CSAA team.
- E. The coaches will cast their votes for the top fifteen (15) players. The top ten (10) vote getters will be placed on the All-CSAA Team. Second Team selection will follow the same procedure as used to select the All-CSAA team.
- F. Any player not achieving first team or second team honors, but receiving a vote for such shall be placed on the honorable mention list and shall receive a certificate designating the same.
- G. In case of a tie for last position, a second ballot will be held, and if the deadlock remains, all players tied on the second vote will be named to the squad.
- H. Voting - The voting ballot shall be an open ballot.
- I. Titanium bats are not permitted in League play.

VII. Track

- A. High School and Middle School Schedules
 1. The regular dual/tri track meets will be given points. The total of all regular meets will count 1/3 of the total points towards the final standings. The league track meet results will count 2/3 towards the final standings and the league championship.
 2. The opening date shall be no more than six (6) weeks prior to the State meet.
 3. Girls and boys teams will compete at the same site and on the same date and will follow the order of events and scoring as prepared by the CSAA in compliance with the MHSAA rules.
 4. Dual/Triangular track meets will start at 4:30 p.m. By mutual agreement, meets may be scheduled at a later time on the same date to promote night track meets.
- B. CSAA Dual/Triangular High School Meet Guidelines
 1. Four attempts will be allowed in the discus, long jump, and the shot put. There will be no finals. Three attempts per height will be allowed in the high jump and pole vault. The starting heights for girls competitions will be: 4'0" (high jump) and 6'0" (pole vault). The starting heights for boy's competitions will be 5'0" (high jump) and 8'0" (pole vault). Starting heights may be adjusted by mutual consent of all competing teams if weather conditions merit such adjustment.
 2. The field events will follow the order established by the MHSAA for regional and State competition. The field events shall start at 4:30 p.m.
 3. Two mile relay will start at 4:45 and run together. Other running events will start at 5:00 p.m.
 4. By mutual agreement, additional heats may be run in all events. Coaches are encouraged to communicate before the meet to deal with specifics of the meet. Some facilities, the

- weather, and other considerations may make it desirable to limit or prohibit extra heats.
5. Entries in all events (including first and last names) shall be made by fax or e-mail to the host school no later than noon the day preceding the meet. Such entries may be adjusted upon arrival at the meet site. Official rosters should be sent prior to the season.
 6. Scoring to be done according to National Federation Guidelines. Dual meet is worth one (1) point for a win, zero (0) points for a loss, ½ point for a tie.

C. CSAA High School Championship League Meet Guidelines

1. This meet will be held on the Wednesday following the Regional Meet. The day after is the makeup date.
2. The meet shall be run on a metered track.
3. The meet manager will be appointed by the host school.
4. The Jury of Appeals shall consist of the meet manager, one girls team coach, and one boys team coach, all three from different league schools.
5. Scoring will follow National Federation Rules.
6. Contestants (individuals and relay teams) will be seeded according to documented times posted during the current season.
7. Each team may enter a maximum of three (3) contestants per event, plus an alternate. (Exception: if four (4) or more entries by a school in an event equaled or bettered the MHSAA additional qualifying standards to regionals for the current year for the class of the smallest league school they may enter and compete in that event. Any contestant on the eligibility form may compete in the relays as long as all appropriate rules are observed.)
9. All lane, heat placements, setting of heights, and qualifiers will be determined in accordance with National Federation Guidelines. (It is important to submit accurate times and to enter contestants in only those events in which they are expected to compete.)
10. The field events will begin at 3:30 p.m. and will follow the same order as in the dual/triangular meets. Preliminaries in the dashes and hurdles will begin at 4:30 p.m. The 3200 m (2 mile) relay will be run immediately following the preliminaries. The remaining running event will begin at 6:00 p.m.
11. Scoring for the League meet will be 10-8-6-4-2-1
12. Three attempts will be allowed in the long jump, shot and discus. The top competitors (one more than the number of scoring places) will then be given three more attempts in the finals.
13. Schools shall fax their entries to the host school by Wednesday of the week before the League Meet. Any proposed constitutional changes related to track shall be submitted by fax at the same time. Both entries and proposed constitutional changes should be typed. The host school will fax all proposed constitutional changes to each school by noon on Friday of the week before the League Meet. Each school shall fax to the host school by 5 pm. on the Sunday after the Regional Meet, any updated times or entry changes/additions. The host school shall then fax to each school the revised league meet entries by 7:00 pm. on that Sunday. Entries are then final, and only scratches may occur. At the pre-meet coaches meeting, scratches may be made and proposed constitutional changes will be discussed. At the post-meet MOP meeting, proposed constitutional changes will be voted upon without further discussion.
14. Schools not submitting entries by the seeding meeting deadline (as outlined by the host school) will pay a late fee of \$50.00 to the host school to cover their inconvenience.
15. Scratches must be made no later than thirty (30) minutes prior to the scheduled starting time for the preliminaries or the field events, except in cases of injury.
16. The host school shall submit specific regulations appropriate to their facility, which will include a designated warm-up area, assembly area and other details.
17. Coaches shall view only from the spectator area. Only meet officials shall be on the track or in the field event area.
18. If requested by the meet manager, each participating school will be expected to provide three workers for the CSAA track meet. Schools not providing workers will be charged a fee of \$25.00 per worker.
19. If a scheduled host school is unable to hold a meet, they will make the necessary arrangements to contest the meet at another site.

D. CSAA High School League Meet Awards

Boys:

1. One Team Plaque
2. 29 Medals - All CSAA
3. 29 Medals - Second Team CSAA
4. 58 certificates

Girls:

1. One Team Plaque
2. 29 Medals - All CSAA
3. 29 Medals - Second Team CSAA
4. 58 certificates

- E. Starting Heights
High School

Girls Pole Vault 6'0"

Boys Pole Vault 8'0"

Girls High Jump 4'0"

Boys High Jump 5'0"

Girls High Jump 4'0"

Boys High Jump 5'0"

Girls High Jump 3'6"

VIII. Volleyball

A. Schedule

1. Each school shall play each of the other teams in a single round-robin.
2. The JV/Freshman games will start at 6:00 p.m. Starting times may vary according to the number of nets. The varsity teams will have 20 minutes of practice time allocated at the conclusion of the JV/Freshman games.
3. For the freshman, junior varsity, and varsity games the home team will warm-up first. High school volleyball matches will follow the format set forth by the MHSAA. Varsity will play best three (3) out of five (5) games rally-scored games to 25 points with no cap. If necessary, a 15-point rally-scored game (with no cap) will be used for a deciding fifth game. Freshmen and JV matches will consist of two (2) out of three (3) rally scored games to 25 points with no cap. If necessary a 15-point (no cap) rally-scored game will be used for a deciding third game.

B. CSAA Meet Guidelines

1. A seeded tournament shall be held the Saturday prior to the Districts (refer to the tournament format).
2. Seeding of teams will be determined by CSAA records.
3. Resolving of ties, for seeding, will be done by:
 - a. Head-to-head competition
 - b. Games won-lost in matches of tied teams.
 - c. Point spread in total games of matches involving tied teams.
 - d. Total point differential in all league matches.
 - e. Coin toss
4. Warm-up times for League Tournament
 - a. First games for each team 4-4-4-4 (minutes)
 - b. All other games 3-3-3 (minutes)
 - c. Final warm-up time will be 4-4-4, or a time mutually agreed upon by the coaches and the tournament director.

C. Awards

1. One team plaque
2. 12 Medals - All CSAA
3. 12 certificates-All CSAA
4. Honorable Mention Certificates

D. All CSAA Selection Procedure

1. All-league selection will be determined by a voting process of each coach selecting girls by a point system of 18 - 1. 18 points being the top choice to 1 being the final choice. Top 12 point winners will be all-league. Each coach shall submit to the Executive

Secretary a list of players from their team whom they feel should be considered for All-CSAA recognition. A deadline for submitting names will be set by the Executive Secretary.

2. In case of a tie for the last position(s), a second ballot will be held, and if the deadlock remains, all tied players will be named to the squad.
3. Michigan Interscholastic Volleyball Coaches Association Statistics will be used to effectively help select all-league team.
4. Voting - The voting ballot shall be an open ballot.

IX. Girls Competitive Cheer

A. Schedule

1. The League will sponsor one girls competitive cheer competition date in February. Please refer to the *MHSAA Handbook* (p. 65-66) for girls competitive cheer team clarification.
2. Competitions will be held for the varsity teams. The JV teams may perform as an exhibition team between Varsity performances.
3. There will be a coaches meeting, at the host school, at least two weeks (2) weeks prior to the competition. Coaches will draw for their rotation order for the competition at this meeting. The rotation order will be as follows:

Round one	1-2-3-4-5-6-7-8
Round two	4-3-2-1-8-7-6-5
Round three	8-7-6-5-4-3-2-1
4. Team warm-up time on the performance area will correspond to order of competition as drawn at the coaches meeting. Warm-ups will begin at least one (1) hour prior to the competition.

B. League Standings

1. The first place team shall be awarded 8 points, second place 7 points, third place 6 points, etc. Ties for any place will be broken by adding the judges points awarded from Rounds I and II for (a) Group Coordination, (b) Spirit/Enthusiasm, and (c) General Impression. If still tied, points will be divided for places involved between the tied teams.
2. Total points from each round will be added to determine the overall league standings.
3. Co-Champions will be awarded to the 1st place teams if there is a tie for first place.

C. Awards

1. First place team trophy (overall winner).

D. All CSAA Selection Procedure

1. Members of the winning team will be first team All-CSAA and will receive medals and certificates.
2. Members of the second place team will receive certificates for All-CSAA honorable mention.

E. Competitive Information and Rules

1. Competition Cheer will follow the MHSAA Guidelines.

F. Rules for Sideline Cheer.

1. Cheerleaders shall not perform any stunts or mounts during live action.
2. Cheerleaders shall wear no jewelry. Shoulder length hair or longer must be worn up.
3. No stunts or mounts shall be performed without the presence of the JV or Varsity coach.

X. Soccer

- A.
 1. Each school shall play each of the other teams twice in a double round-robin schedule.
 2. Soccer contest will starting at 4:00 pm.
Freshmen games shall start at 4:00 p.m. Each basketball night will consist of a tripleheader The varsity teams will
 3. The home team shall wear the light jersey and the visiting team shall wear the dark jersey, as recommended by the National Federation rules.
 4. MHSAA overtime rules shall apply in all varsity games. Mercy rule is in effect for all league contest.

B. Awards

1. One team plaque
2. 12 Medals - first team All-CSAA (11 positions and 1 goalie)
3. 12 Certificates - All-CSAA
4. Honorable Mention Certificates for others receiving a vote.

C. All CSAA Selection Procedure

1. The coaches for the girls will meet on the Wednesday before the week of Districts, the coaches for the boys will meet on the Wednesday before the week of Districts, and cast their votes for the top sixteen (16) players, regardless of position and then will cast their vote for the top two(2) goalies. The top eleven vote getters and one goalie will be placed on All-CSAA team. All other athletes, receiving a vote, will be honorable mention.
2. In case of a tie for the last position on any CSAA team, the tie shall stand and all tied players will be placed on that All CSAA Team.
3. Coaches shall not vote for their own players for All-CSAA awards.
4. Players will be ranked from 16-1. Those eleven receiving the highest point totals will be named to the first team All-CSAA.
5. Voting - The voting ballot shall be an open ballot.

XI. Contacting Media

Each coach be responsible for calling their respective newspapers, TV, and radio stations for each competition their team competes in. Tournament results will be reported by the host school. All CSAA selections, will be released to the media by Executive Secretary or designee. See the League Directory for media listings.

XII. Changes in Athletic Guidelines

Any deviations from the above guidelines may be made by the Executive Council.

APPENDIX E ACADEMIC GUIDELINES

- I. Language Arts**
- A. Schedule**
1. The Language Arts schedule shall consist of three events, each to be held at (a) site(s) designated by the organizing school and the event coordinator.
2002 Descriptive, Editorial, Poetry
2003 Editorial, Short Story, Poetry
 2. The first event will be held on a Wednesday in late September or early October.
 3. The second event will be held on a Wednesday, approximately one month after the first event.
 4. The third event will be poetry writing. Poems will be written and submitted to the host school by the designated date, approximately one month after the second event.
- B. Team Membership**
1. Each team shall consist of no more than twenty members. Each school will provide an eligibility list of the team members by the date of the first contest.
 2. No more than twelve team members can participate in any one event. Substitutions for other events can be made, but these must come from the original twenty submitted.
 3. Team members may be from any grade level 9-12.
- C. Scoring and Competition Guidelines**
1. For the first two on-site events, team members will be given two hours to complete their assignment. In the case of short story writing, each team will be allowed up to three hours. Each team will be provided with paper, pens, dictionaries, etc. and a site segregated from the other teams. Teams may not use any materials or equipment not provided on site to complete their entries. Each team must submit no fewer than two, nor more than four, entries per event. Each school must submit at least seven entries total in the three competitions. For poetry, an author may submit only one poem. (A team may create as many works as it desires, but must limit submissions to the above specifications.)
 2. For the third event, poetry writing, submissions must be sent to the event coordinator by a specified date. Late submissions will not be judged. There can be no graphics or borders on the poetry submissions.
 3. The judges will use a modified advanced placement scoring criteria. The modified criteria will be developed at a coaches meeting. Every school will have an opportunity to send one voting delegate to the said meeting. Disagreement on scoring criteria will be settled by the event coordinator from the sponsoring school.
 4. Judging will be done by League coaches, following established guidelines.
 5. Scoring rules will be mailed to the principal of each CSAA school by August 15th.
 6. In each of the three Language Arts events, each of four judges will award each entry a score from 75 to 100, inclusive.
 7. The points earned by a submission toward the team score will be the average of the three scores given by the judges to that entry. The team score for an event will be the average of those entry scores. The team with the highest average will be declared the winner of that event.
 8. The judges, event coordinator, and AEST will make sure the results from each event are sent to the schools before the next competition date. In addition, all coaches will receive a copy of their four entries with the judges comments and a copy of the top three entries in each category.
 9. The need for, and content of, preliminary information will be determined and developed by the coaches committee.
- D. Poetry Judging Criteria**
1. Poetry will be a single poem, a series of Haiku, a sequence of sonnets, or other poetry related thematically. These will be submitted and judged as a whole.
 2. There will be no limit to the length of the poem.
 3. When judging, be sensitive to the adolescent mindset. Please use constructive comments only.

4. Papers do not have to be typed. No calligraphy will be allowed. No graphics will be allowed (This does not include shape poetry).
 5. Submitted papers should be finished, polished writing and should be judged for mechanics, spelling, etc.
6. Any author may submit only one poem.
- E. Rules for Event Day
1. Details for each writing assignment will be provided to the coaches by the AEST or event coordinator prior to each two-hour writing period.
 2. Coaches will not be allowed to communicate with any participants from a time period starting with the end of the pre-writing briefing period and ending with the time all their team's entries have been submitted to the event coordinator or AEST.
 3. Teams will be isolated in separate rooms and will not be allowed to leave those rooms (other than for restroom breaks, etc.), until they are ready to submit their writings.
 4. Teams may take only those articles issued to them during the briefing session into the writing room. Radios and tape players will not be allowed.
- F. Preliminary Information
1. When appropriate, preparatory information will be issued to each CSAA principal and coach before the season begins. Examples of this type of information might be the type(s) of poetry to be written, or the general area to be researched in preparation for essay writing.
 2. The need for, and content of, the preliminary information will be determined by those present at the coaches meeting.
- G. Rules Violations
1. Any plagiarism or submission of an entry written outside of the competition period on the event day will result in that entry receiving a zero percentage score and the disqualification of that individual or individuals from further competition or consideration for League honors.
 2. The determination of rules violations and appropriate League actions taken will be decided at a coaches meeting.
 3. Any decision made at the coaches meeting regarding a rules violation may be appealed by the school to the governing body of the CSAA.
- H. Coaches Meetings
1. Each school will be notified and may have representation at all coaches meetings. Each school will have one vote at all such meetings.
 2. The coaches will meet on each event day while the participants are writing. Additional meetings can be called at the discretion of the event coordinator and/or AEST.
 3. The AEST, event coordinator, or their designee will chair each coaches meeting.
- I. All-League Selection
1. Each school can nominate individuals from its team for All-League consideration.
 2. At a coaches meeting, the merits of each nominated individual will be discussed. Each school's voting delegate will rank those nominated from 1 (strongest candidate) to the weakest candidate (not ranking their own team members). The score for each individual will be the total of these rankings.
 3. The nominated individuals will then be ranked from lowest total (best candidate) to highest total. The lowest twelve scores will be declared All-League team members.
 4. In case of a tie for the last position, a second ballot will be held for the tied position. If the deadlock remains, all remaining tied players will be named to the team.
 5. From the remaining individuals, the coaches will award up to twelve Honorable Mention awards.
 6. In selecting the All-League team, the coaches will:
 - a. Consider the individual's record in each of the three competitions.
 - b. Consider the individual's contribution to their team.
 7. The coaches will nominate and select a Most Outstanding Performer to be selected from the all-conference team.
 8. In order to allow coaches to make informed selections, results will be reported not only by school name, but also by the name(s) of the student writer. These results will be submitted to all coaches prior to the meeting at which All-League team members are selected.

- J. Awards
 1. One first-place team plaque.
 2. One Most Outstanding Performer plaque
 3. Twelve All-League medals
 4. Twelve All-League certificates
 5. Up to twelve Honorable Mention certificates
 6. Up to twenty championship team member certificates
 7. One championship team head coach certificate

- K. League Standings
 1. In order to determine CSAA League standings at the end of the events, an average of each school's event team scores will be used. The school with the highest average (regardless of the number of papers submitted within the competition limits) will be first (League Champions); the second highest average will be second; and so on.
 2. These standings will then be used to determine the League's Overall Academic Champion in conjunction with the other academic events.

II. Technology

- A. Schedule
 1. The Technology Competition schedule shall consist of six parts: programming, spreadsheets, desktop publishing, multi-media, database and web page. An exploration project may be included as coaches determine at their meetings. The programming and desktop publishing components will consist of both an on-site competition and a prepared (off-site) project competition. The spreadsheet and database competitions will be on site; and the multi-media and web page competition will be prepared (off-site) projects.
 2. The events will be held at a site agreed upon by the CSAA technology coaches and the AEST and will be held between the months of February and April.
 3. All on-site competitions will last two and one-half hours.
 4. The presentations of off-site projects will be on the same day as the on-site competitions at a time scheduled by the event coordinator.
 5. Off-site projects must be prepared by 9 a.m. of the presentation day.
 6. The web page project must be posted on the Internet, ready for judging by the first competition date and will be judged on line.
 7. Competitions will begin at 9:00 a.m. sharp. Late teams will lose time and will have to use whatever on-site hardware/software is available. If late teams bring their own equipment, an area outside the competition room will be used. Late teams will receive no additional time.

- B. Team Membership
 1. Each team shall consist of no more than twenty members. Each school will provide an eligibility list of the team members by the date of the first contest.
 2. No more than four team members can participate in each on-site competition. Substitutions for other events can be made, but these must come from the original twenty submitted.
 3. Team members may be from any grade level 9-12.
 4. A school may also bring a junior varsity team to the on-site competitions. The junior varsity scores will not in any way alter varsity standings.
 5. Just prior to the competition, each coach will complete a competition participation form which indicates team members' names (designating which students will be participating in which events and the equipment which will be brought to the competition site; see attached form.)

- C. On-site Competition Guidelines

Each team will only be allowed to use one computer for all of the on-site competitions.

Team Programming Event

1. On the day of the event, each team will be given two and one-half hours to complete their programs. Each team will be responsible for providing their own machines, appropriate Visual BASIC programming language and operating system. Teams may bring and use manuals or written materials which document the system to be used.
2. The use of hardware or software enhancements or system substitutions will be allowed or prohibited at the discretion of the event coordinator and the AEST. Requests for such

substitutions must be made in writing, on the competition participation form, before the competition.

3. Paper, charting or coding paper, pencils, etc., are the responsibility of the team members.
4. All teams shall be presented with four problems that can be solved using a computer and the Visual BASIC programming language.
5. A maximum of three solution submissions for each problem shall be allowed.
6. Each submission shall be returned and judged as a "good run" or a "bad run."
7. Any and all questions regarding the problems shall be submitted in writing to the judge(s). The questions and answers shall be posted for all teams to review.
8. Substance of the solution must be originated on site.
9. The judge(s) will be selected by the AEST and the event coordinator.

Spreadsheets and Desktop Publishing

1. On the day of the event, each team will have two and one-half hours to complete the competition. Each team will be responsible for informing the host school, using the competition participation form, as to which hardware and software it wants to use. It may be necessary for a school to provide their own hardware and/or software.
2. Each team will be given four problems in the spreadsheet competition; each team will be given a theme for which to prepare at least three projects in desktop publishing.
3. If any templates are used, a labeled printout of the original template must be submitted with the project.
4. Judges will be chosen by the AEST and/or the event coordinator.

Database

1. The database competition will be an on-site competition. Each team will have two and one-half hours in which to complete their problems.
2. Generic problems, programs and criteria will be determined at a coaches' meeting in the fall. It may be necessary for a school to provide their own hardware and/or software. Each team will be responsible for informing the host school as to which equipment will be used by completing the competition participation form.
3. Judges will be chosen by the AEST and/or event coordinator.

D. On-site Event Scoring

Team Programming Events

1. Scoring rules will be mailed to the principal of each CSAA school by August 15th.
2. A problem solution correct on the first submission will get twenty points. A problem solution correct on the second submission will get fifteen points. A problem solution correct on the third submission will get ten points. No points shall be awarded after the third submission.
3. Ties shall stand; tied teams will share scores.
4. The decision of the judge(s) shall be final.
5. The team with the highest score will be ranked first in this portion of the competition. The team with the next highest score will be ranked second, etc.
6. The judges, event coordinator, and AEST will make sure the results from each event are announced within one week of the event. In addition, each coach will receive a copy of his entries with the scores.
7. The need for, and content of, preliminary information will be determined and developed by the coaches committee.

Spreadsheets and Desktop Publishing and Database

1. Judges will assign a percentage score to each entry in each competition. The entry with the highest score will be ranked first, the second highest score ranked second, etc.
2. Judges' decisions will be final.
3. Ties shall stand; tied teams will share scores.
4. The judges, event coordinator and AEST will make sure the results from each event are announced within two weeks of the date of the event. In addition, each coach will receive a copy of his entries with the scores.
5. The need for, and content of, preliminary information will be determined and developed by the coaches committee.

E. Prepared Project (off-site) Competition Guidelines and Scoring

Programming

1. Each team will submit three computer projects for the competition. Each school is responsible for bringing the hardware and software necessary to display their projects, unless arrangements are made with the host school.
2. Only students from the twenty team members submitted on the original eligibility list may work on these projects. The division of labor on any particular project is up to the team's discretion.
3. Each school will be given a total of fifteen minutes to demonstrate all their off-site projects.
4. With each project the team will submit a written cover sheet including, but not limited to, a description of the hardware, a listing and description of any original coding used, a breakdown of the contribution(s) made by each team member who worked on the project, and any other reports, diagrams, pictures, etc. necessary to adequately describe their project.
5. Any programming language(s) may be used in any project. Scoring conventions adopted will emphasize the programming aspects of the project.
6. Team members may research non-team sources and solicit information from non-team members, but anything substantial adopted from such a source and not the original creation of the team must be documented and will not be considered in scoring the project.
7. At the end of the project/display competition, the teams will set up and demonstrate their projects to the judge(s), answer questions, and submit their report(s). These displays will be open for a specified time period for public inspection.
8. The judge(s) will rank the submitted projects from first to last, based upon criteria to be adopted by the event coordinator, judge(s), the AEST, and the coaches committee. For example, if 8 projects are submitted with a tie for fourth, then point values would be:

First	4
Second	3.5
Third	3
Fourth	2.25 each
Sixth	1.5, etc.
9. The team with the highest score will be ranked first, the second highest score ranked second, etc.

Desktop Publishing

1. Each team will submit three pieces relating to one theme for competition.
2. Only students from the twenty team members submitted on the original eligibility list may work on these projects. The division of labor on any particular project is up to the team's discretion.
3. With each project, the team will submit a written cover sheet including, but not limited to, a description of the hardware, a listing and description of any original coding used, a breakdown of the contribution(s) made by each team member who worked on the project, and any other reports, diagrams, pictures, etc. necessary to adequately describe their project.
4. Team members may research non-team sources and solicit information from non-team members, but anything substantial adopted from such a source and not the original creation of the team must be documented and will not be considered in scoring the project.
5. The judge(s) will rank the submitted projects from first to last, based upon criteria to be adopted by the event coordinator, judge(s), the AEST, and the coaches committee. For example, if 8 projects are submitted with a tie for fourth, then point values would be:

First	4
Second	3.5
Third	3
Fourth	2.25 each
Sixth	1.5, etc.
6. The team with the highest score will be ranked first, the second highest score ranked second, etc.

Multi-media

1. Each team will submit one project relating to the theme for the competition. Projects will be set up by 9:00 a.m. for independent judging. Following judging, project demonstrations will be limited to ten minutes. Each school is responsible for bringing the hardware and software necessary to display their projects, unless arrangements are made with the host school, using the competition participation form.

2. Only students from the twenty team members submitted on the original eligibility list may work on these projects. The division of labor on any particular project is up to the team's discretion.
3. With each project, the team will submit a written cover sheet including, but not limited to, a description of the hardware, a listing and description of any original coding used, a breakdown of the contribution(s) made by each team member who worked on the project, and any other reports, diagrams, pictures, etc. necessary to adequately describe their project.
4. Team members may research non-team sources and solicit information from non-team members, but anything adopted from such a source and not the original creation of the team must be documented.
5. The judge(s) will rank the submitted projects from first to last, based upon criteria to be adopted by the event coordinator, judge(s), the AEST, and the coaches committee. For example, if 8 projects are submitted with a tie for fourth, then point values would be:

First	8
Second	7
Third	6
Fourth	4.5 each
Sixth	3, etc.
6. The team with the highest score will be ranked first the second highest score ranked second, etc.

Web Page

1. Each team will post a web page on the Internet by day one of the competition.
2. At a coaches' meeting in the fall, criteria for the competition will be developed and Internet accounts established as necessary for the competition.
3. Only students from the twenty team members submitted on the original eligibility list may work on these projects. The division of labor on any particular project is up to the team's discretion.
4. With each project, the team will submit a written cover sheet including, but not limited to, a description of the hardware, a listing and description of any original coding used, a breakdown of the contribution(s) made by each team member who worked on the project, and any other reports, diagrams, pictures, etc. necessary to adequately describe their project.
5. Team members may research non-team sources and solicit information from non-team members, but anything substantial adopted from such a source and not the original creation of the team must be documented and will not be considered in scoring the project.
6. Judging will be done on-line according to the criteria developed by the coaches at the fall meeting. The web pages will be open for a specified time period for public inspection.
7. The judge(s) will rank the submitted projects from first to last, based upon criteria to be adopted by the event coordinator, judge(s), and the AEST, and the coaches' committee. For example, if 8 projects are submitted with a tie for fourth, then point values would be:

First	8
Second	7
Third	6
Fourth	4.5 each
Sixth	3, etc.
8. The team with the highest score will be ranked first the second highest score ranked second, etc.

Exploration Project (as determined by coaches)

1. Each team may submit an exploration project which they have prepared off-site, and which they will present at a time decided by the event coordinator, coaches committee or AEST. The purpose of this project is to encourage teams to explore areas of computer technology, which are in essence different from those already presented in this competition.
2. Each team may submit one five-minute (maximum) project relating to one theme for the competition. Each school is responsible for bringing the hardware and software necessary to display their projects, unless arrangements are made with the host school, using the competition participation form.
3. Only students from the twenty team members submitted on the original eligibility list may work on these projects. The division of labor on any particular project is up to the team's discretion.

4. With each project, the team will submit a written cover sheet - including, but not limited to, a description of the hardware, a listing and description of any original coding used, a breakdown of the contribution(s) made by each team member who worked on the project, and any other reports, diagrams, pictures, etc. necessary to adequately describe their project.
 5. Team members may research non-team sources and solicit information from non-team members, but anything substantial adopted from such a source and not the original creation of the team must be documented and will not be considered in scoring the project.
 6. At the end of the project/display competition, the teams will set up and demonstrate their projects to the judge(s), answer questions, and submit their report(s). These displays will be open for a specified time period for public inspection.
 7. No points will be awarded for this competition; however, a certificate will be awarded for each exploratory team member.
- F. Rules for Event Day
1. Details for each on-site event will be provided to the participants by the AEST or coordinator prior to each two and one-half hour period.
 2. Coaches will not be allowed to communicate with any participants from a time period starting with the end of the pre-competition briefing period and ending with the time all their team's entries have been submitted to the judge(s) and scored.
 3. Anything the teams wish to use, not already covered by these rules, needs prior approval by the event coordinator and the AEST.
- G. Preliminary Information
1. When appropriate, preparatory information will be issued to each CSAA principal before the season begins.
 2. The need for and content of the preliminary information will be determined by those present at the coaches meetings.
- H. Rules Violations
1. The determination of rules violations and appropriate League actions taken will be decided at a coaches meeting.
 2. Any decision made at the coaches meeting regarding a rules violation may be appealed by the school to the governing body of the CSAA.
 3. Deadline (one week prior to first day of competition) for submitting Technology Competition Participation Form must be met by coaches, or teams will not be allowed to compete.
- I. Coaches Meetings
1. Each school will be notified and may have representation at all coaches meetings. Each school will have one vote at all such meetings.
 2. The coaches will meet on each event day while the participants are programming. Additional meetings can be called at the discretion of the event coordinator and/or AEST.
 3. The AEST, event coordinator, or their designee will chair each coaches meeting.
- J. All-League Selection
1. Each school can nominate individuals from their team for All-League consideration.
 2. At a coaches' meeting, the merits of each nominated individual will be discussed. Each school's voting delegate will rank those nominated from one (strongest candidate) to the weakest candidate (not ranking their own team members). The score for each individual will be the total of these rankings.
 3. The nominated individuals will then be discussed and voted from lowest (best candidate) to highest total. The lowest eight scores will be declared All-League team members.
 4. In case of a tie for the last position, a second ballot will be held for the tied position. If the deadlock remains, all remaining tied players will be named to the team.
 5. For the remaining individuals, the coaches will award up to twelve Honorable Mention awards.
 6. In selecting the All-League team, the coaches will:

- a. Consider the individual's record in each of the competitions.
 - b. Consider the individual's contribution to the team.
7. The coaches will nominate and select a Most Outstanding Performer to be selected from the All-League team.

K. Awards

1. One first-place team plaque.
2. One Most Outstanding Performer plaque
3. Up to twelve All-League medals
4. Up to twelve All-League certificates
5. Up to twelve Honorable Mention certificates
6. Up to twenty championship team certificates
7. One championship team head coach certificate

L. League Standings

1. In order to determine CSAA League standings at the end of the events, the rankings from all six events will be added together. The team with the lowest number of points will be the League champions, the second highest number of points, second place, etc.
2. These standings will then be used to determine the League's Overall Academic Champion in conjunction with the other academic events.

M. General Guidelines

1. All projects must be appropriate for the classroom. To prevent a project from being disqualified, the project cannot contain: violence, any use of weapons, blood shed, controlled substances, sex, or any other material that is deemed inappropriate by the judges.
2. All projects must be original and cannot be submitted for any other competition.
3. Desktop Publishing, Multimedia, and Web Page projects must follow the theme selected for the year.
4. Copyright issues need to be addressed in all applicable projects. Credit must be given to all sources. Works cited must be listed on the cover sheet for the competition.
5. All disqualifications, projects that don't work and projects that don't meet category specifications deemed by the judges, will receive zero points.

III. Quiz Bowl

A. Schedule

1. The knowledge competition schedule shall consist of seven events (four rounds) to be held at (a) site(s) designated by the organizing school and the event coordinator. These events and the participating schools will be designed such that all teams meet in competition once before the final event and then once again on the day of the final League meet.
2. In the first round, two four team round robin events will be held. One group will be comprised of Ithaca, St. Louis, Breckenridge, and Shepherd. Central Montcalm, Carson City-Crystal, Lakeview, and Montabella will compete in the other group. Each team will be involved in three duals on the date of this competition. A suitable site, date, and time (after 4:00 p.m.) in mid-October will be selected by the event coordinator. The host school will designate an individual to supervise each event (materials, rooms, etc.) and who will return results back to the event coordinator.
3. In the second round, two teams from the first group (Ithaca and Breckenridge) will meet two teams from the second group (Central Montcalm and Carson City-Crystal). St. Louis, Shepherd, Montabella, and Lakeview will also meet. Each team will be involved in two duals on the date of this competition. (No team will compete against a team they have already met.) A suitable site, date, and time (after 4:00 p.m.) in late October will be selected by the event coordinator. The host school will designate an individual to supervise each event (materials, rooms, etc.) and who will return results back to the event coordinator.
4. In the third round, two teams from the first group (Ithaca and Breckenridge) will meet the remaining two teams from the second group (Lakeview and Montabella). St. Louis, Shepherd, Central Montcalm, and Carson City-Crystal will also meet. Each team will be involved in two duals on the date of this competition. (No team will compete against a team they have already met.) A suitable site, date, and time (after 4:00 p.m.) in early November will be selected by the event coordinator. The host school will designate an individual to supervise each event (materials, rooms, etc.) and who will return results back to the event coordinator.

5. In the last round, all teams will compete in a Saturday eight-team round robin tournament in November.
- B. Team Membership
1. Each team will consist of four starting players, and any number of alternates.
 2. A school may play with fewer than four players.
 3. Team members may be from any grade level 9-12.
- C. Competition Guidelines
1. Coaches may call one one-minute time out per match.
 2. The host schools may call upon the participating schools to assist in providing moderators and judges, who may not moderate or judge matches in which their own school is involved.
 3. Any disputes over procedures will be handled by the individual judges, who may consult with the event coordinator or his/her designee. Disputes concerning questions or answers to the questions may be referred to the same person, who may, at his/her option, confer with coaches other than those involved in the dispute.
 4. Each Varsity match shall consist of twenty-five toss-up questions.
 5. Scoring rules will be mailed to the principal of each CSAA school by August 15th.
 6. Results of each event are sent to the schools before the next competition date.
 7. Questions will be purchased from a company agreed upon by the coaches.
- D. Rules for Event Day
1. Details for each round will be provided to the participants by the AEST, coordinator or local event supervisor prior to competition.
- E. Coaches Meetings
1. The League coaches will meet to evaluate past experiences and suggest changes for the next year.
- F. All-League Selection
1. Each school can nominate individuals from their team for All-League consideration.
 2. At a coaches meeting, held the evening of the All-League Banquet, the merits of each nominated individual will be discussed. Each school's voting delegate will rank those nominated from one (strongest candidate) to the weakest candidate. The score for each individual will be the total of these rankings.
 3. The nominated individuals will then be ranked from highest to lowest. The highest six scores will be declared All-League team members.
 4. In case of a tie for the last position, a second ballot will be held for the tied position. If the deadlock remains, all remaining tied players will be named to the squad.
 5. From the remaining individuals, the coaches will award up to six honorable mention awards.
 6. The highest vote-getter among the six All-League members will be declared Most Outstanding Performer.
- G. Awards
1. One first-place team plaque.
 2. One Most Outstanding Performer plaque
 3. Six All-League medals
 4. Six All-League certificates
 5. Up to six Honorable Mention certificates
 6. Up to six championship team certificates
 7. One championship team head coach certificate
- H. League Standings
1. In order to determine CSAA League standings at the end of the events, each school's won/lost record will be used. The school with the best record will be first (League champions); the second best record will be second; and so on. Ties will stand.
 2. These standings will then be used to determine the League's Overall Academic Champion in conjunction with the other academic events.
- I. J.V. Quiz Bowl
1. A J.V. schedule will be arranged. JV matches will be 20 questions long.

IV. Model UN

A. Schedule

1. The Social Studies competition will be a Model United Nations (MUN).
2. The MUN shall consist of two events, each to be held at (a) site(s) designated by the organizing school and the event coordinator.
3. One topic will be used for each competition.

B. Team Membership

1. Each team shall consist of six delegations. The delegations will be divided into two groups -A and B. Each school will provide an eligibility list of the team members by the date of the first contest.
2. Team members may be from any grade level 9-12.

C. Competition Guidelines

1. The countries assigned to each school will be sent to each school prior to October 1. The preselected topics, determined by the coaches during the preceding spring coaches meeting, will be sent with these assignments.
2. Each delegation will prepare a resolution on the specified topics and mail these resolutions to the sponsoring school by the announced deadline. Resolutions will be scored from 0-16 points.
3. Each delegation may submit one resolution per topic.
4. Copies of the submitted resolutions will be sent to each school before the competition date.
5. Resolutions may be submitted after this date, but these will be considered by the assembly after each of those submitted within the time limits have had the opportunity for consideration. Late resolutions will not receive resolution points. On the date of competition, all resolutions drafted must have joint sponsorship of at least four delegations.
6. The judges, event coordinator, and AEST will make sure the results from each event are available to the schools as soon after the second competition as possible.
7. At the end of each event, the coaches will meet with the judges to get their input as to why certain delegations stood out. This information will be considered when the coaches select the All-League team.
8. Judges will be selected by the AEST, and the event coordinator.
9. Details for each session will be provided to the participants by the AEST or coordinator prior to each event.

D. Scoring

1. The judges will use scoring criteria based on format, spelling, and grammar, action relevance, character, and UN knowledge for submitted resolutions. Criteria based on character, knowledge of the topics and world politics, knowledge of the United Nations and related organizations, and effectiveness in problem solving for general session scoring (See scoring and training guide).
2. Each judge will rank the delegations from first (1) to last (32). Only the top four delegations from each school will be ranked. In the event of a tie, the tied delegations will share equally the points of the places they occupy. The score for a delegation will be the total of the judges ranks for that delegation for that event, with lower scores being better. A delegation not represented will receive a score of 32.
3. The team score for an event will be the total of the points earned by the top four delegations from that school, with lower scores being better. The team with the lowest average will be declared the winner of that event.
4. Scoring rules will be mailed to the principal of each CSAA school by August 15th.

E. Preliminary Information

1. When appropriate, preparatory information will be issued to each CSAA principal before the season begins.
2. The need for and content of the preliminary information will be determined by those present at the coaches meeting.

F. Rules Violations

1. The determination of rules violations and appropriate League actions taken will be decided at a coaches meeting.

2. Any decision made at the coaches meeting regarding a rules violation may be appealed by the school to the governing body of the CSAA.
- G. Coaches Meetings
1. Each school will be notified and may have representation at all coaches meetings. Each school will have one vote at all such meetings.
 2. The coaches will meet on each event day. Additional meetings can be called at the discretion of the event coordinator and/or AEST.
 3. The AEST, event coordinator, or their designee will chair each coaches meeting.
- H. All-League Selection
1. Each school can nominate individuals from their team for All-League considerations.
 2. At a coaches meeting, the merits of each nominated individual will be discussed. Each school's voting delegate will rank those nominated from 1 (strongest candidate) to the weakest candidate (not ranking their own team members). The score for each individual will be the total of these rankings.
 3. The nominated individuals will then be ranked from lowest total (best candidate) to highest total. The lowest eight scores will be declared all conference team members.
 4. In case of a tie for the last position, a second ballot will be held for the tied position. If the deadlock remains, all remaining tied players will be named to the squad.
 5. From the remaining individuals, the coaches will award up to eight honorable mention awards.
 6. In selecting the All-League team, the coaches will:
 - a. Consider the individual's delegation record in each of the competitions and the individual's contribution to that delegation.
 - b. Consider the individual's contribution to their team.
 7. The coaches will nominate and select a most outstanding performer to be selected from the All-League team.
- I. Awards
1. One first-place team plaque.
 2. One Most Outstanding Performer plaque
 3. Eight All-League medals
 4. Eight All-League certificates
 5. Up to six Honorable Mention certificates
 6. Up to eight championship team certificates
 7. One championship team head coach certificate
- J. League Standings
1. In order to determine CSAA League standings at the end of the events, a total of each school's two event team scores will be used. The school with the highest total will be first (League Champions); the second highest total will be second; and so on. Ties will stand.
 2. These standings will then be used to determine the League's overall Academic Champion in conjunction with the other academic events.
- K. United Nations Scoring and Training Guide

Resolutions Scoring

Format, Spelling, Grammar

Exemplary: resolution is in the proper format and is free of any grammatical or spelling errors

Proficient: resolution is in the proper format and has one or two spelling or grammatical errors

Novice: resolution is mostly in the proper format and has up to four spelling or grammatical errors

Not yet novice: resolution is not in the proper format and/or has five or more spelling or grammatical errors

Action relevance

Exemplary: resolution calls for a unique and especially meaningful solution to a problem or issue directly related to the topic of discussion (i.e. World Peace, Environment) and this solution, if implemented, would probably be very beneficial

Proficient: resolution calls for action which would probably help deal with the problem or issue directly related to the topic of discussion but is not unique or especially meaningful.

Novice: resolution calls for an action dealing with the topic of discussion that would probably not help much, or calls for things already being accomplished by the United Nations

Not yet novice: resolution calls for things that might actually cause a situation to worsen or deals with matter not related to the topic of discussion

In character

Exemplary: action prescribed by the resolution addresses an issue of global concern but is especially relevant to the sponsoring nation and would be in character for them

Proficient: action prescribed addresses an issue of global concern and would be in character for them

Novice: action prescribed is of a generic nature which is probably in character, but not specific enough to really be determined

Not yet novice: action prescribed would be out of character for the sponsoring nation

UN knowledge

Exemplary: resolution accurately refers to specific prior UN actions or precedents and calls for actions within the powers of the United Nations General Assembly (UNGA)

Proficient: resolution acknowledges prior general UN actions and calls for actions within the powers of the UNGA

Novice: resolution calls for actions within the powers of the UNGA

Not yet novice: resolution calls for actions which the UNGA is not authorized to make

General Session Scoring

In character during debate, discussion and voting

Exemplary: delegation is active and is always in character while exhibiting specific knowledge about their country which supports their position(s) on issues

Proficient: delegation is relatively active and is in character almost all the time (may stray on a vote or two but not during fundamental discussion)

Novice: delegation is in character most of the time but strays noticeably during debate(s) or voting

Not yet novice: delegation is frequently out of character

Knowledge of the topics and world politics

Exemplary: delegation is active and demonstrates a broad knowledge of the topic, issues raised and world political relationships; delegation obviously studied the other resolutions ahead of time and did further research in preparation for the GA

Proficient: delegation is active enough to demonstrate good knowledge of the topic, issues raised and world political relationships; the delegation seemed well prepared to knowledgeably discuss the resolutions

Novice: delegation was active sometimes and displayed some knowledge of the topic, issues raised and/or world political relationships

Not yet novice: delegation was either inactive, or displayed erroneous knowledge of the topic, issues raised and/or world political relationships

Knowledge of the United Nations, the UNGA and its related organizations

Exemplary: delegation is active and demonstrates its knowledge of the United Nations by pointing out specific prior actions of the UN in meaningful or relevant situations and/or demonstrates a knowledge of current UN activities relevant to the discussion of the issue or topic

Proficient: delegation is active enough to demonstrate its knowledge of the UN by referring to or making note of at least one UN precedent or current activity relevant to the topic or issue being discussed

Novice: delegation does not demonstrate any specific knowledge of UN activities but does not demonstrate a lack of knowledge of UN activities, roles, rules of mandates (An example of this lack of knowledge would be calling on the UNGA to send troops or rejecting something as impossible that the UN has already done)

Not yet novice: delegation demonstrates a lack of knowledge of UN roles, rules or activities (see above) or is so inactive as to make it impossible to judge their knowledge

Effective at working to solve problems

Exemplary: delegation does all of the following consistently (staying in character while doing so): 1) actively promotes consensus and compromise to get positive or negative action taken, 2) asks questions which elicit relevant information on a topic, 3) gives speeches that contribute to discussion by pointing out strengths and weaknesses and or past precedents relevant to the resolution being discussed

Proficient: delegation does at least two of the above consistently or all three occasionally

Novice: delegation demonstrates some of the three behaviors, but infrequently or inconsistently

Not yet novice: delegation does not exhibit any of the three behaviors

Use of parliamentary procedure

Exemplary: delegation demonstrates a mastery of parliamentary procedure by using it to facilitate resolution of particularly difficult issues (division of proposal, amendment, appeal to the chair, caucus, etc.) and at other times without error.

Proficient: delegation uses parliamentary procedure effectively and without error

Novice: delegation does not misuse

Not yet novice: delegation generally misuses parliamentary procedure

V. Visual Arts

A. Schedule

1. The fine arts exhibition will be held at (a) site(s) designated by the organizing school and the event coordinator. The event will be held in the spring. See the attached rotation schedule under Talent Revue.

B. Team Membership

1. Team members must currently be enrolled in a League school and may be from any grade level 9-12.

C. Competition Guidelines

1. Each school shall submit 10 works of art in any media-medium.
2. Categories can be added, or removed, at the discretion of the event coordinator and AEST. Requests for such an addition should be made at least ten weeks prior to competition.

- D. Rules for Event Day
 1. The need for, and content of, preliminary information will be determined and developed by the coaches committee.
 2. Details for the event will be provided to the participants by the AEST or event coordinator prior to the competition date.
 3. The host school will provide the means necessary to complete the on-site events. It may be necessary for the host school to solicit help from competing schools to provide equipment for the display (extra easels, etc.)
 4. A PowerPoint presentation of each artwork shall be created at the Talent Revue and emailed to each school so that it can be shown during the road show.

- F. Preliminary Information
 1. When appropriate, preparatory information will be issued to each CSAA principal and coach before the season begins.
 2. The need for, and content of, the preliminary information will be determined by those present at the coaches meeting.

- G. Rules Violations
 1. The determination of rules violations and appropriate League actions taken will be decided at the coaches meeting.
 2. Any decisions made at the coaches meeting regarding a rules violation may be appealed by the school to the governing body of the CSAA.

- H. Coaches Meetings
 1. Each school will be notified and may have representation at all coaches meetings. Each school will have one vote at all such meetings.
 2. The coaches will meet on event day. Additional meetings can be called at the discretion of the event coordinator and/or AEST.
 3. The AEST, event coordinator, or their designee will chair each coaches' meeting.

- I. All-League Selection
 1. Coaches shall serve as a judging panel to select the top two pieces of art from each school to participate in the visual arts display. The creators of each piece shall be named to the All-league team.

- J. Awards
 1. Up to 16 All-League medals
 2. Up to 16 All-League certificates

- K. League Standings
 1. This event will not affect overall academic standings.

VI. Debate

- A. Schedule
 1. The debate competition will consist of four meetings, with only the final tournament being scored. The event will conclude by the end of January and will be held at (a) site(s) designated by the organizing schools and the event Coordinator.
 2. Dates will be set by the event coordinator and the AEST.

- B. Team Membership
 1. A debating unit consists of an affirmative and a negative team. A team consists of two debaters.
 2. A team that cannot provide two debaters will forfeit its debate; however, in these circumstances and with the agreement of the judge and the participants, a practice debate could be held.
 3. Each school will provide an eligibility list of the team members by two weeks before the competition date.
 4. Team members may be from any grade level 9-12.

- C. Competition Guidelines
1. The first three events will be informal debates, judged by CSAA coaches. The final round robin tournament will be scored and will be used to determine the CSAA Debate League Champion.
 2. Each school may enter a maximum of two four member teams.
 3. Competitions will occur in designated areas within specified time periods.
 4. Michigan Interscholastic Forensics Association's guidelines will regulate debate activities with the style of debate designated as cross-x.
 5. The judge(s) will be selected by the AEST and the event coordinator.
- D. Scoring
1. Scoring rules will be mailed to the principal of each CSAA school by August 15.
 2. The decision of the judge(s) shall be final.
 3. The judges, event coordinator, and AEST will make sure the results are announced on the day of the event.
- E. Rules for Event Day
1. The need for, and content of, preliminary information will be determined and developed by the coaches committee.
 2. Details for the event will be provided to the participants by the AEST or event coordinator prior to the competition date.
 3. Coaches will not be allowed to communicate with any individuals participating in competition during the competition period.
- F. Preliminary Information
1. When appropriate, preparatory information will be issued to each CSAA principal and coach before the season begins.
 2. The need for, and content of, the preliminary information will be determined by those present at the coaches' meetings.
- G. Rules Violations
1. The determination of rules violations and appropriate League actions taken will be decided at a coaches meeting.
 2. Any decision made at the coaches meeting regarding a rules violation may be appealed by the school to the governing body of the CSAA.
- H. Coaches Meetings
1. Each school will be notified and may have representation at all coaches meetings. Each school will have one vote at all such meetings.
 2. The coaches will meet on each event day. Additional meetings can be called at the discretion of the event coordinator and/or AEST.
 3. The AEST, event coordinator, or their designee will chair each coaches meeting.
- I. All-League Selection
1. Each school can nominate individuals from their team for All-League consideration.
 2. At a coaches meeting, the merits of each nominated individual will be discussed. Each school's voting delegate will rank those nominated from one (strongest candidate) to the weakest candidate (not ranking their own team members). The score for each individual will be the total of these rankings.
 3. The nominated individuals will then be ranked from lowest total (best candidate) to highest total. The lowest four scores will be declared All-League team members.
 4. In case of a tie for the last position, a second ballot will be held for the tied position. If the deadlock remains, all remaining tied players will be named to squad.
 5. From the remaining individuals, the coaches will award up to four Honorable Mention awards.
 6. In selecting the All-League team, coaches will:
 - a. Consider the individual's record.
 - b. Consider the individual's contribution to their team.
 7. The coaches will nominate and select a most outstanding performer to be selected from the All-League team.

- J. Awards
 - 1. One first-place team plaque
 - 2. One Most Outstanding Performer plaque
 - 3. Up to six All-League medals
 - 4. Up to six All-League certificates
 - 5. Up to six Honorable Mention certificates
 - 6. Championship team member certificates
 - 7. One championship team head coach certificate

- K. League Standings
 - 1. In order to determine CSAA League standings at the end of the events, each school's won/lost record will be used. The school with the best record will be first (League Champions); the second best record will be second; and so on. Ties will be broken using head-to-head competition records within the League. Should a tie remain, it will stand.
 - 2. These standings will then be used to determine the League's overall Academic Champion in conjunction with the other academic events.

VII. Forensics

- A. Schedule
 - 1. The forensics competition shall consist of three or four practice meets and one tournament in February or March and will be held at (a) site(s) designated by the organizing school and the event coordinator.
 - 2. The date will be set by the event coordinator and the AEST.

- B. Team Membership
 - 1. Each school may have up to two entries per category of competition.
 - 2. Each school will provide a list of the team members and categories entering by two weeks before the competition date.
 - 3. Team members may be from any grade level 9-12.

- C. Competition Guidelines
 - 1. Competition will be governed by the rules of the Michigan Interscholastic Forensic Association except as otherwise designated here.
 - 2. Competition categories will include:
 - a. Dramatic Interpretation
 - b. Story Telling
 - c. Oratory
 - d. Informative
 - e. Extemporaneous
 - f. Impromptu
 - g. Prose
 - h. Poetry
 - i. Dramatic Duo (2 participants per entry)
 - j. Multiples (Three to eight participants per entry)
 - k. 9-10 category
 - 3. The tournament will consist of up to two qualifying rounds and a final round. Those scoring highest in the first rounds will qualify for the final round. The number of entries qualifying for the finals will be equal to half the number of entries in that category or five, whichever is greater. If there exists a tie in scoring for the last finals qualifying position, all tied entries will advance to the final round. If a category has fewer than five entries, all will advance to finals.
 - 4. The judges will be selected by the AEST, and the event coordinator.

- D. Scoring
 - 1. Scoring rules will be mailed to the principal of each CSAA school by August 15th.
 - 2. Places in each round will be determined by the judges rankings. The top entry will receive a first place ranking and a score of 100%. Second and third places will be designated, and will receive a lower percentage between 99 and 75%. All other finals qualifiers will receive fourth place designation and percentages through 75%. All percentages must be different.

3. Teams will earn one point for each entry which qualifies for finals (fourth places), two points for each third place, three points for each second, and four points for each first place.
4. The decisions of the judge (s) shall be final.
5. Ties shall stand, and the participants will share the contested points.
6. The judges, event coordinator, and AEST will make sure the results from each event are announced on the day of the event.

E. Preliminary Information

1. When appropriate, preparatory information will be issued to each CSAA principal before the season begins.
2. Details for the competition will be provided to the participants by the AEST or coordinator prior to the competition date.
3. The need for, and content of, the preliminary information will be determined by those present at the coaches meetings.

F. Rules Violations

1. The determination of rules violations and appropriate League actions taken will be decided at a coaches meeting.
2. Any decision made at the coaches meeting regarding a rules violation may be appealed by the school to the governing body of the CSAA.

G. Coaches Meetings

1. Each school will be notified and may have representation at all coaches meetings. Each school will have one vote at all such meetings.
2. The coaches will meet on the competition day. Additional meetings can be called at the discretion of the event coordinator and/or AEST.
3. The AEST, event coordinator, or their designee will chair each coaches meeting.

H. All-League Selection

1. Members of the first place entry in each competition category will be designated as All-League team members.
2. Members of the second place entry in each competition category will be designated as Honorable Mentions.

I. Awards

1. One first-place team plaque
2. Thirteen or more All-League medals
3. Thirteen or more All-League certificates
4. Thirteen or more Honorable Mention certificates
5. Twenty-six or more championship team certificates
6. One championship team head coach certificate

J. League Standings

1. In order to determine CSAA League standings at the end of the events, the total team points earned by those entries reaching the finals and placing will be used to determine each team's overall score. The school with the highest score will be first (League champions); the second highest score will be second; and so on.
2. Ties will stand.
3. These standings will then be used to determine the League's Overall Academic Champion in conjunction with the other academic events.

VIII. Science

A. Schedule

1. The Science schedule shall consist of one event, held in conjunction with the regional Science Olympiad competition.
2. The competition will be held at M.C.C. in March or April.

B. Team Membership

1. Each team shall consist of no more than fifteen members, with a maximum of seven seniors. Each school will provide an eligibility list of the team members by the date of the contest.
 2. Team members may be from any grade level 9-12.
- C. Scoring and Competition Guidelines
1. The Science Olympiad will be judged as per Science Olympiad scoring procedures.
- D. Rules for Event Day
1. Rules and guidelines for each event will be provided to the coaches by the AEST or the event coordinator prior to each event.
- E. Preliminary Information
1. When appropriate, preparatory information will be issued to each CSAA principal and coach before the season begins.
 2. The areas of competition for the Science Olympiad will be determined by the Regional Science Olympiad competition.
 3. The need for, and content of, the preliminary information will be determined by those present at the coaches' meeting.
- F. Rules Violations
1. The determination of rules violations and appropriate League actions taken will be decided at a coaches meeting.
 2. Any decision made at the coaches meeting regarding a rules violation may be appealed by the school to the governing body of the CSAA.
- G. Coaches Meetings
1. Each school will be notified and may have representation at all coaches meetings. Each school will have one vote at all such meetings.
 2. The coaches will meet on each event day. Additional meetings can be called at the discretion of the event coordinator and/or AEST.
 3. The AEST, event coordinator, or their designee will chair each coaches meeting.
- H. All-League Selection
1. The All-League team will consist of students that win the various competitions at the Science Olympiad. If more than one person wins an event, each will be placed on the All-League team.
 2. In the event of a tie for first place, all students will be a part of the All-League team.
 3. A Most Outstanding Performer may, but does not have to be, chosen by looking at the number of competitions each individual won. The Most Outstanding Performer will be the one who took first in the most competitions. If one student does not stand out or if there is more than one student, a Most Outstanding Performer does not have to be selected.
- I. Awards
1. One first-place team plaque.
 2. One Most Outstanding Performer plaque (optional)
 3. At least twenty-eight All-League medals
 4. At least twenty-eight All-League certificates
 5. Up to twenty championship team member certificates
 6. One championship team head coach certificate
- J. League Standings
1. In order to determine CSAA League standings at the end of the event, points will be given to each team, as per the Science Olympiad scoring system. The school with the highest number of points will be first (League Champions); the second highest will be second; and so on.

2. These standings will then be used to determine the League's overall Academic Champion in conjunction with the other academic events.

IX. Talent Revue

A. Schedule

1. The Talent Revue shall consist of one evening show and a road show.
2. It will be an exhibition held in the spring at the designated host school. See the attached rotation schedule.

B. Team Membership

1. Each school may choose two groups to perform in the Talent Revue. Group size will be limited to eight students. A recommended audition application is attached.
2. Students must currently be enrolled in a League school and may be from any grade level 9-12.
3. Participants may perform in only one act.

C. Scoring and Guidelines

1. Judges, using an established criteria, will choose the eight best performances. The point system will be decided at a coaches meeting, prior to the date of the event. See attached recommended criteria.
2. The eight groups will form a road show that will travel to all eight schools for performances.

D. Rules for Event Day

1. Rules and guidelines for each event will be provided to the coaches by the AEST or the event coordinator prior to each event.
2. Dress rehearsal will be held on the day of the Talent Show. Rehearsal will be scheduled for 3:00 p.m. at the host school for light and sound check.
3. The host school shall make arrangements for quality photography of each act for local publicity, yearbooks, newspapers, portfolios . . .

E. Preliminary Information

1. When appropriate, preparatory information will be issued to each CSAA principal and coach before the season begins by the event coordinator.
2. The need for, and content of, the preliminary information will be determined by those present at the coaches' meeting to be scheduled by the event coordinator prior to Thanksgiving.

F. Rules Violations

1. The determination of rules violations and appropriate League actions taken will be decided at a coaches meeting.
2. Any decision made at the coaches meeting regarding a rules violation may be appealed by the school to the governing body of the CSAA.

G. Coaches Meetings

1. Each school will be notified and may have representation at all coaches meetings. Each school will have one vote at all such meetings.
2. The coaches will meet on each event day. Additional meetings can be called at the discretion of the event coordinator and/or AEST.
3. The AEST, event coordinator, or their designee will chair each coaches meeting.

H. All-League Selection

1. The All-League team will consist of the top eight acts who are chosen by the judges at the Talent Revue for the "road show."
2. The remaining eight acts not selected for the "road show", will be designated to the Honorable Mention team.
3. The judges may select one group as the Most Outstanding, if they chose.

I. Awards

1. Up to 64 All-League medals
2. Up to 64 All-League certificates

3. Up to 64 Honorable Mention certificates
 4. One Most Outstanding Performer plaque (optional)
- J. League Standings
1. The Talent Revue will have no effect on League standings.

CSAA High School Talent Revue Host School Rotation

Previous Hosts:

1997-1998	St. Louis
1998-1999	Central Montcalm
1999-2000	Montabella
2000-2001	Ithaca
2001-2002	Central Montcalm

Future Hosts:

2002-2003	Shepherd
2003-2004	Lakeview
2004-2005	Breckenridge
2005-2006	Carson City-Crystal
2006-2007	St. Louis
2007-2008	Ovid-Elsie

CSAA High School Talent Revue Guidelines

Performance Requirements:

- No lip sync performances.
- One to eight participants per act.
- P.A., tape deck, piano, and mats will be provided for the League show and at each school while on tour.
- Performance material must be acceptable for local community standards.
- An act may not exceed ten minutes: 5 minutes for performance, and five minutes for setup and tear down. A six-minute maximum performance time is all for all road show acts.
- Rehearsal is required the afternoon of the League show. There is a twenty-minute maximum rehearsal time.

Judging Criteria:

- | | |
|--------------------------------|-----------|
| 1) Appearance | 10 points |
| 2) Use of stage space | 10 points |
| 3) Use of costume/props | 10 points |
| 4) Stage presence | 20 points |
| a) Audience awareness | |
| b) Balance | |
| c) Projection | |
| d) P.A. usage | |
| e) Clarity | |
| f) Diction | |
| 5) Originality | 10 points |
| 6) Appropriate material choice | 10 points |
| 7) Degree of difficulty | 10 points |
| 8) Judge's choice | 10 points |

Each judge's ballot will be totaled and added to the other ballot totals for an overall point total. The eight acts with the

highest total points will be chosen to represent their school and the League in the road show.

CSAA High School Talent Revue Audition Application

Name of Act: _____

Type of Act (vocal, dance, drama, instrumental, etc.): _____

Act Members:

- | | |
|----------|----------|
| 1. _____ | 5. _____ |
| 2. _____ | 6. _____ |
| 3. _____ | 7. _____ |
| 4. _____ | 8. _____ |

Member Contact Person: _____

First Period/Homeroom Teacher: _____

** Our school competition will be held on _____ at _____ p.m. in _____ . The top two acts will represent our school at the League Talent Revue on _____ . A dress rehearsal will be held that day prior to the League show at 7:00 p.m. The top eight finalists at the League show will participate in the road show the following week during school hours on these dates: _____ and _____ .

League Rules:

- An act may consist of a maximum of eight members.
- Participants may perform in only one act.
- Participants must be enrolled in a League school.
- Set up, performance, and tear down must be less than ten minutes.
- Participants who are chosen for the road show are responsible for all class work they will miss while on tour.
- No lip sync.
- Performers need to provide accompaniment tapes.

This form need to be completed and submitted to _____ by _____ p.m. on _____ . All vocal acts need to attach a copy of the words (on paper) for their song.

X. Music

A. Schedule

1. The music schedule will consist of an Honors Band exhibition.
2. The exhibition will be held in January at a site designated by the AEST and/or the event coordinators.

B. Team Membership

1. Each band may be made up of any students currently enrolled in music classes.
2. There will be no limits as to the size of any of the bands.

C. Scoring and Competition Guidelines

1. The music event will be an exhibition only. The judges will, however, provide students with feedback concerning their work.

D. Rules for Event Day

1. Rules and guidelines for the event will be provided to the coaches by the AEST or the event coordinator prior to each event.

E. Preliminary Information

1. When appropriate, preparatory information will be issued to each CSAA principal and coach before the season begins.
2. The need for, and content of, the preliminary information will be determined by those present at the coaches meeting.

F. Rules Violations

1. The determination of rules violations and appropriate League actions taken will be decided at the coaches meeting.
2. Any decisions made at the coaches meeting regarding a rules violation may be appealed by the school to the governing body of the CSAA.

G. Coaches Meetings

1. Each school will be notified and may give representation at all coaches meetings. Each school will have one vote at all such meetings.
2. The coaches will meet on event day. Additional meetings can be called at the discretion of the event coordinator and/or AEST.
3. The AEST, event coordinator, or their designee will chair each coaches' meeting.

H. League Standings

1. The music event will not affect overall academic standings.

XI. Applied Technology

A. Schedule

1. The industrial arts event will consist of an exhibition, held in conjunction with Fine Arts, and will be held at (a) site(s) designated by the organizing school and the event coordinator. The event will be held in April or May, and the date will be set by the coaches at a fall coaches meetings.

B. Team Membership

1. The event is open to students who are enrolled in corresponding technology education classes during the current school year.
2. Team members may be from any grade level 9-12.
3. Students who are presently taking shared time or career center classes will be allowed to participate.

C. Competition Guidelines

1. On the day of the event, each team will bring their prepared projects and place them in the designated display areas.
2. Students may display any projects produced as part of the Applied Technology classes.

D. Scoring

1. As this event is an exhibition, scoring will not take place.
- E. Rules for Event Day
1. The need for, and content of, preliminary information will be determined and developed by the coaches committee.
 2. Details for the event will be provided to the participants by the AEST or event coordinator prior to the competition date.
- F. Preliminary Information
1. When appropriate, preparatory information will be issued to each CSAA principal and coach before the season begins.
 2. The need for, and content of, the preliminary information will be determined by those present at the coaches meeting.
- G. Rules Violations
1. The determination of rules violations and appropriate League actions taken will be decided at the coaches meeting.
 2. Any decisions made at the coaches meeting regarding a rules violation may be appealed by the school to the governing body of the CSAA.
- H. Coaches Meetings
1. Each school will be notified and may have representation at all coaches meetings. Each school will have one vote at all such meetings.
 2. The coaches will meet on event day. Additional meetings can be called at the discretion of the event coordinator and/or AEST.
 3. The AEST, event coordinator, or their designee will chair each coaches' meeting.
- I. All-League Selection
1. As this event is an exhibition, an All-League team will not be chosen.
- J. Awards
1. Certificates of participation for all entries.
- K. League Standings
1. This event will not affect overall academic standings.

XII. Exhibitions

- A. The governing body of the CSAA may sponsor exhibition activities in the academic areas. Such events will not in any way alter school standings in the determination of the League's overall Academic Champion.
- B. The sponsoring school, event coordinator, and AEST will provide guidelines and information for each exhibition activity to all League principals prior to the event date.
- C. Exhibitions for a school year may include:
1. Honors Band
 2. Talent Revue
 3. Fine Arts/Applied Science
- D. If an exhibition activity is competitive, appropriate certificates and awards may be approved by the League governing body.

XIII. All-Academic Activities Award

- A. The All-Academic Activities standings will be determined by awarding points in all competitive (non-exhibition) activities.

Place

Points Awarded

1st place	16 points
2nd place	14 points
3rd place	12 points
4th place	10 points
5th place	8 points
6th place	6 points
7th place	4 points
8th place	2 points
did not participate	0 points

- B. A permanent plaque will be presented, at the end of the school year, to the school that accumulates the most points in the All-Academic standings.
- C. Ties for places will be figured on the basis of combining point totals for the places tied and dividing by the number of teams tied.

XIV. Miscellaneous

- A. If necessary, competition schedules may be altered by the local coordinator and the AEST.

APPENDIX F
CSAA SPORTSMANSHIP POLICY

The CSAA League takes the position that the practice of good sportsmanship is essential and that all members should adopt a common policy. Member schools are expected to implement a plan to promote responsible

behavior by fans and all persons associated with athletics. The use of contest programs, the media, bulletins, and meetings are among the suggested means for promoting good sportsmanship. Member schools should also have plans for the monitoring of home and away contests and for dealing with those persons who violate the principles of responsible behavior. It is suggested that member schools provide programs at athletic events (grades 7 thru 12) and such programs include information pertaining to the promotion of good sportsmanship. It is hoped that all schools shall adopt these standards as recommended by league athletic directors.

- THE SCHOOL'S AND LEAGUE'S REPUTATION SHOULD NOT BE PLACED IN JEOPARDY BECAUSE OF UNSPORTSMANLIKE BEHAVIOR.
- FANS IN ATTENDANCE AT AFTER-SCHOOL EVENTS ARE EXPECTED TO HAVE FUN BY DEMONSTRATING POSITIVE ENTHUSIASM WITHOUT CAUSING HARM, DANGER OR EMBARRASSMENT TO OTHERS OR TO THE SCHOOL.
- FANS ARE TO FOLLOW ALL RULES THAT ARE IN EFFECT DURING THE SCHOOL DAY AT AFTER-SCHOOL EVENTS. (USE OF CONTROLLED SUBSTANCES, SWEARING, FIGHTING, ETC.)
- PROPER LANGUAGE IS TO BE USED. NO SWEARING OR LANGUAGE WHICH IS OFFENSIVE TO OTHERS WILL BE TOLERATED. HIGH SCHOOL EVENTS ARE A FAMILY ACTIVITY. INDIVIDUAL AND GROUP VULGARITY IS UNACCEPTABLE, AS IS VERBAL HARASSMENT AND BOOING OF PLAYERS, COACHES AND OFFICIALS.
- DANGEROUS AND BOISTEROUS BEHAVIOR, SUCH AS PUSHING, SHOVING OR FIGHTING, IS NOT ACCEPTABLE.
- THE THROWING OF OBJECTS, EVEN TOILET PAPER, AT FELLOW SPECTATORS, BAND MEMBERS, CHEERLEADERS, OFFICIALS, PLAYERS OR ONTO THE PLAYER SURFACE, IS UNACCEPTABLE, AND COULD RESULT IN AN INJURY OR THE TEAM BEING PENALIZED BY THE GAME OFFICIAL. RESPECT IS THE KEY TO GOOD SPORTSMANSHIP. OPPONENTS SHOULD BE RESPECTED. THEY ARE NOT ENEMIES, BUT TEENAGERS WHO HAPPEN TO ATTEND OTHER SCHOOLS.
- SCHOOL FLAGS OR BANNERS ARE ALWAYS TO REMAIN ON THE INDIVIDUAL SCHOOL SIDE OF THE FACILITY AND ARE NEVER TO BE USED IN A TAUNTING MANNER TOWARD OPPONENTS.
- BE MODEST AND HUMBLE IN VICTORY OR DEFEAT.
- ACKNOWLEDGE GOOD PLAYS BY BOTH TEAMS.
- WORK TOGETHER WITH CHEERLEADERS FOR POSITIVE CHANTS AND AVOID OBSCENE, OR DEGRADING CHEERS.

Those who violate the principles of good sportsmanship may be required to leave the contest and/or be denied admission at future events.

Appendix G - Academic All League Requirements

Requirements:

1. The student must meet all eligibility requirements of the MHSAA for the entire school year.
2. The student must have been a member in good standing of the team for which he/she was selected for that entire sports season.
3. The student must have earned a varsity letter in the sport in their final year of high school

eligibility.

4. The student must have maintained a 3.50 Grade Point Average (GPA) or better for his/her high school career.
5. The student must be in the graduating class of his/her school for the year selected.

Procedure:

1. Each league school will submit to the league secretary a list of their eligible students, their GPA, and their sport(s) by April 1.
2. The league secretary will compile this list and rank the students by their GPA.
3. The league secretary will then make this list available to all member schools at the April meeting.
4. The league secretary will be responsible for reporting the results to all area newspapers when it is released by the CSAA Athletic Directors.
5. The AAA list will be posted once a year in May/June.
6. Each member of this All League team will receive a certificate and a medal.

Sample Posting:

CSAA ACADEMIC ALL LEAGUE

(based on a 3.50 GPA or better for their high school career)

Breckenridge

Josh McNite,
Chris Craft,
Sam Spade,

3.72: Football, Boys Track
3.95: Boys Basketball
3.60: Baseball

Appendix H - Evaluation Guidelines

1. Evaluation done by athletic director at each school. (one school = one evaluation) Each school to use the same form.
2. Evaluation forms to be completed and sent to the League President by each member school no later than the regularly scheduled April ADs meeting.
3. League President to complete a single composite evaluation form to be shared with the League Secretary some time prior to the May ADs meeting date. League President will work with a committee consisting of both the past president and the current recording secretary (next year's ADs council president). This evaluation committee will work with the President on the composite evaluation and be present when the final composite evaluation is shared with the League Secretary/Treasurer.
4. Final evaluation to be signed and copies sent to all CSAA school Principals no later than the Executive Council June meeting.

**CSAA Secretary/Treasurer
Evaluation Form**

Person Being Evaluated _____ Date _____

Evaluator _____ School _____

		Satisfactory	Work to Improve
1	Ability to do scheduling in a timely and organized fashion.		
	Comments: _____ _____		
2	Ability to be fiscally responsible to the CSAA.		
	Comments: _____ _____		
3	Ability to lead and oversee CSAA Coaches' Meetings.		
	Comments: _____ _____		
4	Ability to work with league athletic directors.		
	Comments: _____ _____		
5	Ability to keep and record accurate and up-to-date league records.		
	Comments: _____ _____		
6	Ability to distribute publications in a timely manner.		
	Comments: _____ _____		
7	Ability to publish and distribute CSAA documents with current and accurate information.		
	Comments: _____ _____		
8	Ability to follow league procedures.		
	Comments: _____ _____		
9	Ability to maintain professional role as League Secretary at all CSAA functions and meetings.		
	Comments: _____ _____		
10	Ability to show working knowledge of the CSAA Constitution and to make appropriate suggestions for improvements.		
	Comments: _____ _____		

Additional Comments by Evaluator:

**CSAA League Assigner
Evaluation Form**

Person Being Evaluated _____ Date _____
 Evaluator _____ School _____

		Subsatisfactory	Work to Improve
1	Ability to do scheduling of game officials in a timely and consistent fashion.		
	Comments: _____ _____		
2	Ability to be fiscally responsible to the CSAA.		
	Comments: _____ _____		
3	Reports Officials/status- Changes in rules for officials of CSAA coaches meeting.		
	Comments: _____ _____		
4	Ability to be fiscally responsible to the CSAA.		
	Comments: _____ _____		
5	Ability to hire league officials for CSAA league tournaments in timely manner.		
	Comments: _____ _____		
6	Ability to distribute publications in a timely manner.		
	Comments: _____ _____		
		Subsatisfactory	Work to Improve
7	Ability to follow league regulations.		
	Comments: _____ _____		
8	Ability to maintain professional role as league assigner at all CRAA functions and meetings.		
	Comments: _____ _____		
9	Ability to show working knowledge of the CSAA constitution.		
	Comments: _____ _____		
10	Attend CSAA monthly A.D. meetings. Keep league current on any changes in officials.		
	Comments: _____ _____		

Additional Comments by Evaluator:

