

# CENTRAL ISLIP UNION FREE SCHOOL DISTRICT



HOWARD M. KOENIG, Ph.D.  
SUPERINTENDENT OF SCHOOLS

CHRISTOPHER BROWN  
ASST. SUPERINTENDENT, PERSONNEL

SHARON DUNGEE  
ASST. SUPERINTENDENT, EDUCATION AND ADMINISTRATION

KEVIN M. MILLER  
ASST. SUPERINTENDENT, BUSINESS ADMINISTRATION

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LAWRENCE S. PHILIPS – [lphilips@cischools.org](mailto:lphilips@cischools.org)  
Director of Physical Education, Health, Athletics and Health Services

**SECTION XI COACHES MEETING  
BOYS/GIRLS BOWLING  
Tuesday - NOVEMBER 8, 2016  
SACHEM NORTH HS  
7:30 PM**

**Agenda/Coach Packet**

1. Welcome/Sign In
2. Doc Doctorow
3. 2016 NYSPHSAA Tournament Review
4. Placement
5. Section XI Handbook
6. Tournament Dates
7. AED Guidelines
8. Rule 400
9. Eligibility
10. New Business/Your Thoughts
11. Coach Association Meeting

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85 Wheeler Rd.  
Central Islip, New York, 11722  
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## **2016 NYSPHSAA Tournament – Buffalo, NY**

### **Section XI Representatives**

**Boys School Team** – Sachem

**Girls School Team** – East Islip

**Boys Section Team** – Zimmerman, A. (Deer Park), Schall, K. (Middle Country), Esposito, D. (Middle Country), Ramos, P. (West Babylon), Sherman, D. (East Islip), Orobello, J. (East Islip)

**Girls Section Team** – Arne, B. (Pat-Med), Hunter, D. (Copiague), Skalacki, H (Middle Country), Naujokas, A. (Sachem), Clark, R. (Comsewogue), McGarrity, S. (North Babylon)

### **Highlights**

**Girls Section Team** 2<sup>nd</sup> place

**Girls School Team** (East Islip) – 2<sup>nd</sup> place

**Boys Section Team** 1<sup>st</sup> place

**Boys School Team** (Sachem) – 1<sup>st</sup> place

**Julia Bocamazo** (East Islip) – 3<sup>rd</sup> place Girls High Series **Team**

**Amanda Naujokas** (Sachem) – 1<sup>st</sup> place Girls High Series **Section**

**Nick Caruana** (Sachem) – 1<sup>st</sup> place Boys high Series **Team**

**Anthony Naujokas** (Sachem) – 2<sup>nd</sup> place Boys high Series **Team**

**Adam Zimmerman** (Deer Park) – 1<sup>st</sup> place Boys High Series **Section**

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## 2016-17 PLACEMENT

<b>BOYS BOWLING</b> (Approved 3/14/16)			
<b><u>League I</u></b>	<b><u>League II</u></b>	<b><u>League III</u></b>	<b><u>League IV</u></b>
Islip	Central Islip	Walt Whitman	Southold
West Islip	East Islip	Northport	Riverhead
Bay Shore	Connetquot	Commack	Comsewogue
Lindenhurst	Sayville	Harborfields	Rocky Point
Copiague	Bayport-BP	Hauppauge	Longwood
West Babylon	Patchogue-Med	Smithtown	Eastport-SM
North Babylon	Sachem	Middle Country	William Floyd
Deer Park	Bellport		

<b>GIRLS BOWLING</b> (Approved 3/14/16)		
<b><u>League I</u></b>	<b><u>League II</u></b>	<b><u>League III</u></b>
Longwood	Central Islip	West Babylon
Smithtown/Kings Park	Northport	East Islip
Patchogue-Medford	Bay Shore	Bellport
Middle Country	Copiague	Eastport-SM
Commack	West Islip	Comsewogue
Sachem	North Babylon	Islip

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## **BOYS AND GIRLS BOWLING HANDBOOK**

1. Uniforms - Each team must be in uniform, the minimum uniform requirement to consist of a bowling shirt with school identification.
2. Roster - A roster shall be submitted to [Suffolkbowling.org](http://Suffolkbowling.org) or sports chairman designee before the first match in league play. All additions to the roster must be submitted in writing to [Suffolkbowling.org](http://Suffolkbowling.org) or sports chairman designee who will verify eligibility with the United States Bowling Congress (USBC).
3. All USBC rules shall be followed.
4. Substitution - Substitution may be made only after five frames have been rolled with the exception of an injury. In the event of an injury, replacements may be made immediately. Such games will be credited to the starting bowler. No double substitution will be allowed: i.e., once a player has been replaced by a substitute in a particular game, the original player may not substitute for another player during the balance of the game. An injured or ill bowler may not return to the match.
5. Practices - Prior to the match, no member of either team may practice on the pair of lanes to be used for the match. A period of practice may take place on these lanes only when both teams are prepared to start. A team may also practice on a different pair of lanes as long as that practice terminates at the onset of the match. At the home team coach's discretion, substitute bowlers may bowl during the match on the practice lanes. A substitute may have one full frame or two practice rolls, but only between games. If a bowler participates in a previous game and is removed, he/she is not entitled to any practice shots.
6. Forfeits - Forfeits shall be declared against any team if it is more than 30 minutes late and have not made arrangements for the delay. A forfeit will also be declared if a team is unable to furnish three bowlers. Two blind scores will be allowed (100 each). A late arriving bowler will have until the start of the fourth frame to make up the frames he/she missed.
7. Fees - The home team shall pay all bowling fees for each match.
8. Scoring  
Boys matches shall be on a 33-point basis. Each team gets 1 point for each individual match won per bowler; this equal 15 total match points. The winner of each game will get 4 points per game with a total of 12 points per match and the team with highest pin fall for a game will receive 2 points; and the team with the most total wood for the match will be awarded 4 points. This totals

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to 33 points. The winner of each league will be the team with the most points overall. Home teams enter their lineup first followed by the visiting team. Averages must be posted prior to each match (home team first followed by the visiting team). A team does not have to win a majority of the games to win a majority of the points. Therefore, every point is important. (Approved 5/22/03)

Girls matches shall be a won/loss system. A 40-point basis, with six points for each game won, one point for high game, three points for total wood, and one point per bowler per game for match play will determine who wins the match. The team with 20.5 or more points wins the match. Ties are allowed.

9. All teams will be limited to a maximum of 12 bowlers in any one match. The roster may have more than 12 bowlers.

10. The home team must set their lineup down first, and then the visiting team. Each team must provide the other team's coach with an up-to-date average of each starter each game.

11. Dual meet results - It shall be the responsibility of both coaches to email the dual meet results to [Suffolkbowling.org](http://Suffolkbowling.org). Results should be emailed the same night, but no later than 9 am the following morning.

It shall be the responsibility of the winning coach to contact the newspaper (Newsday) the same day as the dual meet and report the scores.

12. In the event of a tie - When a tie occurs for a qualifying position for the Section XI tournament, the winner shall be determined by the additional match equivalent to the number of games bowled in a match during the regular league schedule. This match shall be conducted under the same conditions and rules governing league play during the regular season, except that the match shall be held at a neutral site.

If at the end of the match a tie still exists, an additional frame shall be bowled on the lane where the final frame of the third game roll-off was bowled and shall be scored like a tenth frame. If the tie is still unbroken, teams will alternate lanes for each additional complete frame necessary to break the tie. When more than two teams are involved in a play-off, total pins in a series equivalent to the number of games bowled in a match during the regular league schedule shall determine a champion.

Scores bowled in such play-offs shall not count toward individual or team averages.

13. In the event that time does not permit the fulfillment of a complete game, a three-frame roll-off, eighth, ninth, tenth frames, will constitute the winner of the third game.

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14. Where automatic scorers are used, it is mandatory for the home team to provide a student to keep score manually in case of a blackout.
15. No team pictures will be allowed to be taken during league match play.

## CODE OF ETHICS

Coaches have a responsibility to teach athletes more than the mechanics of the sport and more than winning and losing. They have an obligation to teach sportsmanship, proper attitude, pride in themselves, their team and their sport.

Therefore, coaches agree to the following code of ethics as they pertain to athletes and coaches.

## ATHLETES

1. Swearing and/or abusive language will not be tolerated. An athlete will be warned once. A second occurrence will result in automatic removal from the event.
2. Obscene gestures and/or abuse of bowling establishment property (hitting or kicking returns etc.) will not be tolerated. An athlete will be warned once. A second occurrence will result in automatic removal from the event.
3. Smoking will not be permitted during any part of a match (warm-up, score tabulating, etc.) or inside the confines of the bowling establishment.
4. Only the bowling team members who are in uniform and/or the coach are permitted in the pit area during a match. If a team has a designated scorekeeper, he/she must wear a uniform.
5. Intentional fouling (fouling on unmakeable spare) in order to have a chance to spare will result in removal from event and loss of frame pin count. If this is the first occurrence the athlete will receive a warning in lieu of a penalty.
6. Intentional attempts at distracting bowlers (gestures, sounds, comments, etc.) while they are in the act of bowling will result in awarding the bowler an option of a re-rack.

## COACHES

1. No smoking during a match.
2. No swearing and/or abusive language.

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## **Division Tournaments for Boys Bowling**

All schools are eligible to participate. These are one-day tournaments. All teams will bowl four games.

The winner will be determined by the highest total series of all four games for the tournament.

## **Division Tournaments for Girls Bowling**

All schools are eligible to participate. These are one-day tournaments. All teams will bowl three games.

The winner will be determined by the highest total series of all three games for the tournament.

## **Section XI Team Championships**

**Girls:** The top three teams from each league, in a three league alignment, or the top four teams from each league, in a two league alignment. In a three league alignment, one wild card team (the highest scoring non-playoff team) will emerge from the Division Tournament. In a two league alignment, two wild card teams (the highest scoring non-playoff teams) will emerge from the Division Tournament.

**Boys:** The top three teams in Leagues 1, 2, 3 and 4, and the four highest scoring teams (wild cards) not already in the playoffs from the Wild Card Division Tournament will qualify for the Section XI tournament. (Approved 10/16/13)

The Section XI team champions of boys and girls bowling shall represent Section XI at the NYSPHSAA championships. In addition, teams consisting of the best five boys and the best six girls (respectively) as determined by season averages will represent Section XI in the Section (All-Star) event. The boys guarantee one Section (All-Star) spot to the winner of the annual Singles Tournament.

Rev 10/16/13

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## **2016-17 TOURNAMENT DATES** **subject to change**

1/11 - Girls' Singles/Doubles, East Islip Lanes, 1:30 pm

1/11 - Boys' Singles/Doubles, AMF Sayville Lanes, 1:30 pm

1/31 - Girls' Wild Card, AMF Sayville Lanes, 3:30 pm

1/31 - Boys' Wild Card, Bowl LI - Patchogue, 3:30 pm

2/4 - Section XI Championship, AMF Sayville Lanes, 9 am (\$6)

3/4-5 - NYSPHSAA Championships, AMF Gates Lanes, Rochester  
(Section V) (\$8)

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## AED GUIDELINES

### SECTION XI - RECOMMENDED GUIDELINES FOR AUTOMATIC EXTERNAL DEFIBRILLATORS AT INTERSCHOLASTIC ATHLETIC CONTESTS

- ALL AED'S MUST BE IN THE IMMEDIATE PROXIMITY
- All contests at all levels in all sports - home coach must communicate the location of the AED and identifying trained personnel in its use

The home school is responsible for providing trained personnel and an adequate number of AEDs at all interscholastic contests.

At cross country meets conducted at off-site locations, those schools designated as the home schools will bring an AED and the trained personnel to use it. The personnel from home schools will be assigned to a specific location on the course. All competing schools will receive AED location maps for this site at the beginning of the season.

At Section XI sponsored team tournaments, the higher seeded team will be responsible for providing trained personnel and an AED.

At Section XI sponsored individual sport tournament events, the host school will be responsible for providing trained personnel and an AED.

At Section XI sponsored individual sport tournament events conducted at non-school sites, the sport chairman will designate particular schools to be responsible for providing trained personnel and an AED.

On the occasion where a home school will not be providing an AED and trained personnel at a contest, it is the responsibility of that home school to so notify the visiting school in a timely manner.

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## Rule 400

- a. Except as provided in Item B, a youth may not bowl, substitute or pace in any bowling activity which offers any of the following as prizes:
  1. Cash or bonds.
  2. Merchandise exceeding \$500 in value.
- b. Youth may bowl in singles competitions (including side competitions/brackets) offering such prizes, provided, prior to bowling:
  1. The competition agrees to award the youth's prize in the form of a scholarship; or
  2. The youth signs the [USBC Singles Competition Prize Waiver](#) waiving his/her rights to any prize in violation of this rule.

In youth competition, youth members may participate in side competitions/brackets provided all entries are returned 100% in the form of scholarships only and awards comply with Item A above

Buying or selling of earned prizes is prohibited.

Any youth bowler deemed in violation of this rule is subject to disciplinary action including the potential loss of youth membership.

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**NOTE:** There are no limits on scholarship amounts or entry fees (must be paid directly to the tournament director/manager) and reimbursement of actual travel expenses into the next higher level of competition or any tournament or event. (Receipts must be provided upon request.)

The prizes authorized by a state high school athletic association or a collegiate athletic association recognized by USBC and USBC Collegiate are not subject to the limitations of this rule.

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## Commonly Asked Questions – Rule 400

400/1	<p><b>My 20-year-old daughter is still a USBC Youth member, but wishes to join our Adult/Youth league with her younger brother. May she join the league as the adult, or would it affect her eligibility as a USBC Youth member?</b></p> <p>The league rules and/or board determine if she can join as the adult. Since the league must follow USBC Rule 400, it would have no effect on her USBC Youth membership.</p>
400/2	<p><b>What awards can now be given in USBC Youth competition?</b></p> <p>In addition to those previously published under Rule 400, bowling equipment, apparel, gift certificates and other merchandise prizes are now allowed. The total value of prizes a youth could receive in any one event cannot exceed \$500. Scholarships do not fall under this limitation. (Gift certificates or gift cards cannot be redeemable for cash)</p>
400/3	<p><b>Can a youth bowl for cash or bonds?</b></p> <p>No. Bowling for cash or bonds is still a violation of Rule 400.</p>
400/4	<p><b>Can a youth bowl in an adult doubles or team event where cash or bonds are offered if the USBC Prize Waiver is signed or the competition agrees to offer scholarships through SMART?</b></p> <p>No. Rule 400 only allows youths to participate in adult singles competitions with cash or bond prizes and/or merchandise prizes valued in excess of \$500 provided they submit the USBC Prize Waiver prior to participating in such a competition.</p>
400/5	<p><b>Can bowling centers award items such as free soft drinks, food and free games for bowling accomplishments?</b></p> <p>Yes. However, the total value of the awards an individual can earn in any one event, with the exception of scholarships, cannot exceed \$500.</p>
400/6	<p><b>Can a parent or legal guardian purchase a ring to commemorate a youth's 298, 299 or 300 game or 700, 800 or 900 series?</b></p> <p>Yes. USBC policy only allows USBC Youth members their parents or legal guardians to purchase the commemorative high score rings. Bowling centers, USBC associations or other parties cannot purchase the rings as awards for their USBC Youth bowlers. This policy is a proactive approach to prevent offering awards that could jeopardize a USBC Youth member's amateur status and eligibility to compete in high school sports.</p>
400/7	<p><b>What is the maximum amount a youth bowler can earn in scholarships?</b></p> <p>There is no limitation on the value of scholarships that can be awarded in youth competition.</p>

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400/8	<p><b>What is the purpose of the USBC Prize Waiver?</b></p> <p>The waiver serves three primary purposes. First, it ensures that the USBC Youth member is aware that the event is offering prizes which may be in violation of Rule 400. Second, it provides the USBC Youth member the opportunity to compete in singles competitions without jeopardizing his/her USBC Youth eligibility. And last, it replaces the Parental Consent Form in adult singles competitions.</p>
400/9	<p><b>Where can we find a copy of the USBC Prize Waiver?</b></p> <p>The official <a href="#">USBC Prize Waiver</a> can be found on our web site, <a href="http://bowl.com">bowl.com</a>. A downloadable copy of this waiver is being sent to all USBC state and local associations, certified bowling centers and certified league/tournament officials. If necessary, you can obtain a copy by contacting the Rules Team at (800) 514-2695, ext. 3155.</p>
400/10	<p><b>Can a league or tournament make up its own prize waiver?</b></p> <p>No, only the official <a href="#">USBC Prize Waiver</a> form can be used.</p>
400/11	<p><b>What competitions can a USBC Youth member compete in by signing the USBC Prize Waiver?</b></p> <p>The <a href="#">USBC Prize Waiver</a> is acceptable only for use in adult singles competitions which offer cash or bonds and/or any merchandise prizes valued greater than \$500. The <a href="#">USBC Prize Waiver</a> is NOT ACCEPTABLE for use in team (2 or more players) competition including, for example, Adult/Youth team competitions.</p>
400/12	<p><b>Must the bowler complete this waiver before they start the competition or can the bowler wait until the prize list is finalized before signing the waiver?</b></p> <p>Prior to competing the member must complete and sign the prize waiver designating their intent to decline any cash prizes they may qualify for.</p>
400/13	<p><b>When a bowler signs the <a href="#">USBC Prize Waiver</a> and earns a prize they have waived claim to, what happens to these prizes?</b></p> <p>Any waived prizes shall be returned to the prize fund for redistribution to the other eligible participants.</p>
400/14	<p><b>If I have questions or concerns regarding amateur status/rules in my state, how can I contact my state high school athletic association?</b></p> <p>Locate the contact for your specific state on <a href="http://bowl.com">bowl.com</a> or by <a href="#">clicking here</a>.</p>
400/15	<p><b>Some of the teams in my daughter's league have sponsors who give them bowling shirts and help with other expenses. Is this acceptable?</b></p> <p>Yes, however, USBC would prefer the entire league be sponsored so each team is treated the same. Sponsors can cover normal expenses, such as providing team shirts, travel expenses to tournaments, etc.</p>

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## **ELIGIBILITY**

The Eligibility Committee of Section XI meets before each sports season to consider appeals for students from member school districts who are:

- I. seeking an extension of eligibility;
- II. seeking waivers from the transfer rule;
- III. who are foreign or exchange students;
- IV. eligibility for shared service students.

It is the responsibility of the school district that requests the appeal to supply all required written documentary evidence needed to support the appeal. That written documentation may be sent to the attention of the Executive Director two weeks in advance of the Eligibility Committee meeting (see Section XI calendar) or directly to the committee members (fax numbers and addresses will be supplied to athletic directors annually) one week in advance. Failure to provide this material within the period requested will require the committee to remove the case from the hearing schedule.

### **I. Extension of Eligibility**

The purpose of the Section XI Eligibility Committee is to consider "Evidence presented by the chief school officer" which "shows that a pupil's failure to enter competition during one or more seasons of a sport was caused by illness, accident, or similar circumstance, beyond the control of the student." Additionally, the chief school officer must include an explanation on how the accident/illness resulted in the athlete needing additional semester(s) to meet the graduation requirement. (Approved 7/1/2009)

Historically, the Section XI Eligibility Committee has interpreted the above noted regulations to mean that: 1) The student must have been prevented from participation through circumstances beyond his/her control, i.e., injury, illness, 2) The student must not be avoiding graduation in order to play a sport for an additional season. It should also be noted that Article II of the constitution of NYSPHSAA indicates that for purposes of eligibility, the clock starts at the point at which the student first enters ninth grade and continues for four consecutive seasons of a specific sport. If the student is in the fifth year of high school, that student is not eligible to participate in the interscholastic athletic program. In order for a student to be considered for participation, the procedures listed below must be followed.

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# CENTRAL ISLIP UNION FREE SCHOOL DISTRICT

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CHRISTOPHER BROWN  
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Director of Physical Education, Health, Athletics and Health Services

## A. Appeal Procedure

1. The superintendent must request, in writing, consideration to extend the eligibility of a student in his/her district. The letter shall indicate the reason(s) for the request.

2. A letter from the high school principal indicating that he/she is aware of the request shall accompany the superintendent's letter.

3. The athletic director must gather the necessary documentation and include it with the superintendent's request for appeal.

According to the NYSPHSAA: Appeal Procedure:

Note: While an appeal is being processed a student(s) may participate in practice sessions commencing from the date the appeal was filed.

## B. Documentation

1. A complete record of the student's participation in athletics since grade seven specifying sports and sport levels (V, JV, JH) by year. Also include a description of the sports program available to students in that school.\*

2. A complete history of the student's physical education record and activities. Include specifics for the period of time he/she was precluded from participating in interscholastic athletics (such as directives from physician regarding physical activity).\*

3. Complete documentation relative to the specific injury or illness that precluded the student from participating in athletics. This documentation MUST include statements/records (medical and other) dated at the specific period of time of the injury or illness. Medical information, statements, records, etc., provided at dates that are more recent are not acceptable.

4. A copy of the school's athletic eligibility policy and documentation which indicates the eligibility status of the student-athlete for the period of time he/she was precluded from participating in athletics.\*

5. Birth date of student.

6. The transcript of the student, indicating all courses, grades, accumulated credits, and anticipated year of graduation. Include a current report card to supplement the transcript, if necessary.

7. Prior planning that took place (if any) in anticipation of extending eligibility.

8. Any other information that the Guidance Department believes would be pertinent.

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9. Any medical, psychological or psychiatric information attested to by the medical authorities shall indicate the illness, its extent, the effect on the student scholastically, and the effect on the individual's participation.

10. If the "...circumstances beyond the student's control", include issues such as physical or sexual abuse or conditions resulting from substance abuse, documentation to support the circumstance must include but not be limited to:

- a. a social history prepared by the district's psychologist or social worker
- b. medical records
- c. hospital records
- d. records from public or private agencies that provided support services during the time in question.

## C. Hearing

The school district must be represented at the hearing. The attendance of the student, parents, etc., is at the discretion of the school district. Attorneys representing the student may not attend the hearing.

## II. Transfer Students

### 1. NYSPHSAA Transfer Rule (*Updated - March, 2015*)

**NOTE:** The Transfer Rule will be enforced as written with no variations permitted.

**A.** A student in grades 9-12 who transfers, with a corresponding change in residence of his/her parents (or other persons with whom the student has resided for at least six months) shall become eligible after starting regular attendance in the second school. A residence change must involve a move from one school district to another. Furthermore, when a student moves from one public school district to another public school district, for athletic eligibility the student must enroll in the public school district or in a private school within that district's boundaries of his/her parents' residency. For athletic eligibility, a residency is changed when one is abandoned by the immediate family and another residency is established through action and intent. Residency requires one's physical presence as an inhabitant and the intent to remain indefinitely. The Superintendent, or designee, will determine if the student has met district residency requirements.

**B.** A student who transfers without a corresponding change in residence of his/her parents (or other persons with whom the student has resided for at least six months) is ineligible to participate in any interscholastic athletic contest in a particular sport for a period of one (1) year if as a 9-12 student participated in that sport during the one (1) year period immediately preceding his/her

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transfer. Students who transfer from any school to the public school district of the residence of his/her parents (or other persons with whom the student has resided for at least six months) or a private school within that district's boundaries shall receive a waiver from the Transfer Rule. Such a transfer without penalty will only be permitted once in a high school career. **Schools must submit the required transfer form to the Section office. Athletes are not permitted to practice before the form has been submitted. Athletes are not permitted to complete without approval.** NOTE: A student in a foreign exchange program listed by CSIET has a one-year waiver of the Transfer Rule. If such a student elects to stay a second year, he/she becomes a foreign student at the start of the school year with item (b) in effect.

**Exemptions to (B):** For athletic eligibility a student must enroll in the public school district or in a nonpublic school within that district's boundaries of his/her parent's residency. **Note:** Multiple High School Districts - The policies/boundaries of the school district will be followed. If the district has an open enrollment policy, the interpretation to be used will be the same as used for students of K-8 school districts. When a student enrolls in 9th grade, that is the district (building) of their residence. Any subsequent transfer would be subject to the Transfer Rule.

1. The student reaches the age of majority and establishes residency in a district and can substantiate that they are independent and self-supporting.

2. If a private or parochial school ceases to operate, a student may transfer to another private or parochial school of his/her choice. Otherwise, a student must enroll in the public school district of his/her parents' residency.

3. A student who is a ward of the court or state and is placed in a district by court order. Guardianship does not fulfill this requirement.

4. A student from divorced or "legally" separated parents who moves into a new school district with one of the aforementioned parents. Such a transfer is allowed once every six months. The legal separation agreement must address custody, child support, spouses support and distribution of assets and be filed with the County Clerk or issued by a judge.

5. A student who is declared homeless by the superintendent pursuant to Commissioner's Regulation 100.2.

6. A student of a military employee who is transferred to an active military base may enroll in the non-public school closest to their residence and maintain eligibility if the student enrolls in a non-public school immediately following the change in residence.

**NOTE: It is provided, however, that each school shall have the opportunity to petition the section involved to approve transfer without penalty based on an undue hardship for the student. Educational Waivers will not be considered as an undue hardship effective for the 2015-16 school year.**

**C.** Transfer students trying out for sports before school opens in the fall shall register and be accepted by the principal of that school before the medical examination and the first practice. This shall constitute the start of the regular attendance for falls sports.

**NOTE:** After approval by the school medical officer, a student may practice immediately and must satisfy the specific Sports Standard according to the number of practice sessions required.

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**D.** Practices at the previous school may be counted toward the minimum number of practices required provided the principal or athletic director of the previous school submits, in writing, the number and dates of such practices to the principal or athletic director of the new school.

**2. Transfer Appeal Guidelines** - For consideration when determining hardship waivers of the Transfer Rule.

**Financial** - Appeals require documented proof of a significant loss of income or a significant increase in expenses.

Written description outlining the circumstances that led to the financial hardship. Appropriate documentation may include:

- Evidence of loss of income or change in financial obligations that are not self-imposed.
- Family W2 forms - pay stubs.
- Notarized statement from parent.
- Statement from employer or professional with knowledge of circumstances.
- Most recent tax returns - two years.

**Health and Safety** - Appeals are considered for safety, mental health, personal relationships and other like circumstances.

- Written documentation is required from Superintendent of Schools or HS principal of the sending school indicating the specific circumstances which necessitated the transfer.
- Supporting documentation from a third party outside of the school may be submitted (ex. police report).

## **Foreign Exchange Students**

### 1. Foreign Students

- Report all through the Section office by using a standardized form.
- All foreign students who have been graduated from the secondary school system in their country are ineligible for the interschool athletic program.
- Foreign students' eligibility shall be determined under the requirements of NYSPHSAA Standard #29 - Transfer.

**NOTE: If a foreign student has participated in an organized sports program in a particular sport, equivalent to or on a higher level than our high school programs, he/she is ineligible to participate in that sport for one year.**

### 2. Exchange Students

A bona fide foreign exchange student may be immediately eligible the first year in residence and **be limited to one year eligibility** provided the student (a) is a participant in an established foreign exchange program accepted for listing by the Council of Standards for International Travel (CSIET), and (b) complies with all State Education Department and NYSPHSAA, Inc. standards. Furthermore, there shall be no evidence that a student, school or other interested party has influenced the assignment of the foreign exchange student to a school for athletic purposes.

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## III. Eligibility for Shared Services Students

New York State Public High School Athletic Association Eligibility Regulations indicate that a student in a shared services part-time or full-time program, taking the equivalent of four subjects including physical education, is considered as being registered in the home (sending) school and, therefore, eligible to participate in the interscholastic athletic program in the home (sending) school. Exceptions to this rule must be approved by Section XI.

The Section XI Executive Board has established a simplified procedure to facilitate the approval of such exceptions:

1. Approval is required by both the "sending" and "host" school superintendents in order for a shared services student to participate in athletics at a "host" school. All other eligibility standards must be met prior to the superintendent's approval.
2. The completed request form is to be forwarded to the office of the Executive Director for final approval.

## IV. Hearing Procedures

Should a hearing be necessary, documentation must be provided to assist in the review of the case.

- A. Documentation
  1. At least one of the following documents must be submitted:
    - a. deed of ownership of property
    - b. lease (signed)
    - c. contract of sale (signed)
    - d. County tax bill
  2. Appropriate affidavits to verify current occupation of residence as noted above:
    - a. telephone bill
    - b. electric/gas bill
    - c. water bill
    - d. oil company bill
    - e. bank statement
    - f. credit card bill
    - g. payroll stub with address
    - h. cablevision bill
    - i. insurance bill
    - j. driver's license (not amended)
    - k. medical bill

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### 3. Transfer documents from departing school

B. Joint Custody - In cases of joint custody, copies of the court documents that relate to the residency arrangements for the child.

C. School Records - Records that describe, in detail, the investigation initiated by the receiving school which were used to ascertain residency.

D. Representation - The school district must be represented at the hearing. The attendance of the student, parents, etc., is at the discretion of the school district. Attorneys representing the student may not attend the hearing.

E. Waiver of NYSPHSAA Transfer Rule (NYSPHSAA approved August 5, 2004) - Upon receipt of the appropriate request, a waiver of the transfer rule for any student athlete returning to his/her district of residency from a non-public school will be granted. The waiver will be granted only one time per athlete.

NOTE: We stress to all concerned that the transfer rule is still in effect and that without a waiver, an athlete for which the rule applies remains ineligible. Schools using ineligible athletes are subject to the forfeit penalty which cannot be made retroactive. Therefore, athletic directors are urged to establish leak proof tracking systems.

F. Practices and Competition - Students who are appealing the Transfer Rule can participate in practices, but not in contests, when the appeal application is completed and sent to the Section XI Executive Director. Participation against other schools in league or non-league competition is only permitted when the appeal has been approved.

## V. Eligibility Violation

In the event that a school becomes aware that it has been using an ineligible player(s), it shall be the duty of that school to report at once to the Executive Director of the Association, and it shall be the duty of the Executive Director to declare all games forfeited in which this player(s) participated.

NOTE: If the student has attended more than one high school during this time, documentation from each school must be presented.