

2018

Cross Country



Manual



## **NSAA MISSION STATEMENT**

*The public and non-public high schools of Nebraska voluntarily agreed to form the Nebraska School Activities Association for the following purposes:*

- To formulate and make policies which will cultivate high ideals of citizenship, fair competition, sportsmanship and teamwork which will complement the member schools' curriculum programs.
- To foster uniformity of standards in interscholastic activity competition
- To organize, develop, direct and regulate an interscholastic activity program which is equitable and will protect and promote the health and physical welfare of all participants.

This **CROSS COUNTRY MANUAL** has been prepared and designed to provide general information for use in the administration of NSAA Cross Country competition. It will serve as a guide to the participating schools and will provide for greater consistency between matches. The regulations in this manual shall be considered official unless the schools are notified of a change. All coaches and athletic directors are urged to read the instructions in this manual thoroughly and save it for future reference.

Assistant Director, Ron Higdon, is the NSAA staff member responsible for administering Cross Country and is the contact person for schools with questions regarding this activity. He can be reached at [rhigdon@nsaahome.org](mailto:rhigdon@nsaahome.org) or Administrative Assistant, Ronda Schmidt, [rschmidt@nsaahome.org](mailto:rschmidt@nsaahome.org).

### **Internet Information**

The Nebraska School Activities Association's home page on the Internet is: <http://www.nsaahome.org>.

The NSAA website includes a sub-page for each of the NSAA's sponsored activities. Administrators, coaches and others involved in this activity should familiarize themselves with this website and the school login page, as the NSAA uses it extensively to distribute information.

Current year classifications, rule changes and interpretations, district assignments, district entry form, state meet schedule, state meet qualifiers and assignments, state meet results and lists of past champions are some of the available information on the NSAA website.

The NSAA office and its staff members can be reached via the following email addresses: [rhigdon@nsaahome.org](mailto:rhigdon@nsaahome.org) – Ron Higdon / Cross Country inquiries; [nsaa@nsaahome.org](mailto:nsaa@nsaahome.org) – NSAA office.

It is imperative that you to check the NSAA home pages where your activity is involved.

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## 2018-NEW FOR THIS YEAR

### APPROVED RULING 2.1.2 (Medical Personnel at Regular Season Games)

Severe injuries, sudden illnesses and other critical incidents do not often occur during school activities, but it is important for every school to have an emergency action plan (EAP) for administrators, faculty, coaches and staff members to follow should emergencies occur. Due to lack of universal availability of medical coverage and other logistical reasons, NSAA does not require that schools have a physician, trainer or ambulance on-site at regular season activities; however, each school should have a plan in place should there be an emergency involving athletes, coaches, officials or spectators requiring medical attention.

### 3.12 OFFICIALS—Appendix 4--NSAA POLICY ON COMMENTS AND NEGATIVE ACTIONS AGAINST OFFICIALS AND JUDGES

The National Federation of State High School Associations has devised Code of Ethics guidelines for high school coaches. The function of a coach is to educate students through participation in interscholastic competition. The coach or sponsor shall respect and support contest officials and judges. The coach or sponsor shall not indulge in conduct that would incite players or spectators against the officials. Public criticism of officials, judges or players is unethical. The Nebraska School Activities Association has embraced that Coaches Code of Ethics and has established policies and standards that will cultivate the ideals of good sportsmanship, professionalism and conduct. It shall be the responsibility of each member school to ensure that all individuals directly associated with the interscholastic program conduct themselves in a sportsmanlike and professional manner.

The high school coach or director is a representative of the school at interscholastic activity events. It is the responsibility of all coaches and directors to serve as role models for students and the public. It is the expectation that all coaches, directors, administrators and student participants shall refrain from negative criticism of NSAA member institutions, officials, adjudicators, judges, etc. in public statements before, during or after interscholastic events. The appropriate public response to media questions at all venues regarding officiating/judging is “per NSAA policy, I am unable to comment.” Any other response is a violation of this board policy and is subject to penalty.

It would be considered a violation of this NSAA policy to include, but are not limited to the following:

- a. Making degrading and/or critical remarks about officials or adjudicators or the officiating or judging before, during or after an event either on or off-site, via social media, or through any public means.
- b. Detaining the officials/adjudicators/judges during or following the event to request a ruling or explanation of actions or evaluation by the official(s)/adjudicator(s)/judges.
- c. Entering the officials dressing area following the contest.

Negative actions by an individual directly associated with the program shall be reported to the NSAA office by the school and/or by the head contest official, adjudicator, judge, or manager. The school shall document the results of their investigation and actions taken, where necessary and appropriate. The NSAA Executive Director shall determine the appropriate penalties for violation of this board policy.

### Expected Behaviors at Awards Ceremonies

Education-based activities give students the ability to train, participate and compete in a structured setting. With that, students often learn lessons that are sometimes not taught in the traditional academic classroom. Some of those lessons includes learning to win and lose with dignity and grace. As such, the following guidelines have been developed for awards ceremonies at the conclusion of sub-district, district and state contests.

Only one team can win a district or state championship, yet the NSAA provides trophies, plaques and medals to the losing teams in many of the postseason activities. It shall be the expectation that both team shall accept their medals and trophies in a sporting and willing manner. Some losing teams have been reluctant to step forward and accept their awards, and coaches and administrators need to assure sporting behaviors for their student athletes. It is natural to be disappointed in losing the contest, but stepping

forward at this time of disappointment is a life lesson that helps mold proper and sporting behaviors. It is the expectation!

The executive director or the NSAA Board of Directors shall determine the type and severity of sanctions to schools that do not comply with these expectations.

### **NFHS RULES CHANGES & RATIONALE**

#### **RULE 4-SECTION 3 COMPETITOR’S UNIFORM (2018 NFHS Rules Book)**

**ART. 1...**The competitor’s uniform shall be school-issued or school-approved, worn as intended by the manufacturer, and meet the following requirements and restrictions:

- a. Each competitor shall wear shoes on both feet.
  1. The shoes shall have an upper and definitely recognizable sole and heel.
  2. The (shoe) upper must be designed so that it can be fastened securely to the foot.
  3. In cross country, the sole and heel may contain grooves, ridges or track spikes which are no longer than 1 inch.
  4. The use of slippers or socks does not meet the requirements of the rule.

#### **2018 Key Dates**

| <b>Fall Co-op Applications Due-June 1-----Fall Activities Registration Due-July 1</b> |           |         |              |
|---|-----------|---------|--------------|
| <b>Start of Practice</b>  | Monday    | Week 6  | August 6     |
| <b>Date of First Contest</b>  | Thursday  | Week 8  | August 23    |
| <b>Last Allowable Competition Times for Class A</b>                                   | Monday    | Week 13 | September 24 |
| <b>Deadline for Submitting Competition Times for Class A</b>                          | Tuesday   | Week 13 | September 25 |
| <b>Districts Assigned and Released</b>  | Wednesday | Week 13 | September 26 |
| <b>District Entries Due</b>   | Monday    | Week 14 | October 1    |
| <b>NSAA Cross Country Districts</b>   | Thursday  | Week 15 | October 11   |
| <b>NSAA Cross Country Championships</b>   | Friday    | Week 16 | October 19   |

#### **Future Dates**

| <b>Year</b> | <b>First Practice</b> | <b>Date</b> | <b>First Contest</b> | <b>Date</b> |
|-------------|-----------------------|-------------|----------------------|-------------|
| 2019        | Monday, Week 6        | August 12   | Thursday, Week 8     | August 29   |
| 2020        | Monday, Week 6        | August 10   | Thursday, Week 8     | August 27   |

1. The Cross Country season starts the first day of practice, August 6, 2018.
2. The season ends with the NSAA Cross Country Championships, October 19, 2018.

#### **NSAA and NFHS Statement on Steroids**

The Nebraska School Activities Association (NSAA) and the National Federation of State High School Associations (NFHS), strongly oppose the abuse of anabolic steroids and other performance-enhancing substances by high school student-athletes. Such use violates legal, ethical and competitive equity standards, and imposes unreasonable long-term health risks.

The NSAA and the NFHS support prohibitions by educational institutions, amateur and professional organizations and governmental regulators on the use of anabolic steroids and other controlled substances, except as specifically prescribed by physicians for therapeutic purposes.

#### **Music Licenses**

Generally, music used for contests (warm-up, half-time, “walk-up” music, etc.) needs to be licensed. Some music may be in public domain; however, most music is not and will require a license. This season, take the necessary time to verify your music is licensed through the proper entities. Visit [www.nfhslearn.com](http://www.nfhslearn.com) for additional resources.

## Coaching Requirements

### Obtaining a Special Services Certificate for Coaching

1. Complete the NFHS Fundamentals of Coaching course that also will meet the Nebraska Human Relations requirement.
2. Complete a course in NFHS First Aid, Health and Safety for Coaches.
3. Complete finger print cards to meet the State Patrol requirement if the applicant has not resided continuously in Nebraska for the past five years. A check for the cost of fingerprinting of \$50 should be submitted with the application. If they have been a resident for the past five years, a record of the addresses should be placed on the application.
4. Online application/fee should be completed at [www.education.ne.gov/TCERT](http://www.education.ne.gov/TCERT).
5. Submit original certificates indicating completion of the NFHS Fundamentals of coaching, NFHS First Aid for Coaches, and/or the transcript from a college showing completion of the human relations requirement. **(Note: If you have successfully completed the NFHS Fundamentals of Coaching Course, you have met the human relations requirement and a transcript from a college showing completion of the human relations requirement is NOT needed.)**
6. A Special Services certificate will be sent electronically to your email address included on the application. The certificate will be valid for five years and can be renewed following standards found in NAC 92, Chapter 21.

### Approved Rulings and Interpretations for 2.12

**2.12.3 Coaches' Aides**--Schools may contract non-certificated personnel to assist with their activities programs, but such personnel shall be coaches' aides.

1. The individuals must have a job description.
2. The individual shall not initiate nor change instruction given by the head coach and must carry out specific directions given by the head coach.
3. The individual may assist in starting, executing, and completing the specific plan of the learning experience as defined and directed by the head coach.
4. The aide should be specifically prepared for duties assigned, to include the handling of emergency situations that arise in the course of his/her work.
5. Coaches' aides are not to be given the sole responsibility of directing or supervising students during practice. The head coach should be in the immediate practice area.
6. When traveling to and from and participating in interschool competition, the team or individuals are to be accompanied by the head coach/sponsor, assistant coach/sponsor, or in case of an emergency, a certificated faculty member.

All coaches and volunteers are **required** to complete the following courses:

**NFHS Concussion in Sports**

**NFHS Heat Illness & Prevention**

**NFHS Sudden Cardiac Arrest**

**These Courses can be found on the NSAA homepage at [nsaahome.org](http://nsaahome.org) under the Sports Medicine tab and Online Courses tab.** These courses should be taken prior to any pre-season or regular season physical workouts that the respective coach would be present for or involved in administering. Any course taken after May 1 would be considered valid for the following school year.

## NSAA ATHLETIC BYLAWS AND APPROVED RULINGS

2018 National Federation of State High School Associations (NFHS) Track and Field and Cross Country Rules and 2018-19 Nebraska School Activities Association (NSAA) rules and regulations shall govern all Cross Country competitions.

**2.1.4--Certificate of Eligibility.** Prior to the first date permitted for interschool competition in each activity, each member school shall submit an on-line list of all students participating and eligible to participate in each activity.

### **Approved Rulings and Interpretations for Section 2.1.4**

1. A team may refuse to engage in the contest if the participation/eligibility entries have not been entered into the NSAA on-line database.
2. A non-public school and public school, or two or more public schools or two or more non-public schools, cannot combine their members to make up one team to play scheduled contests, unless they have followed the rules of cooperative sponsorship.
3. The participation list is required for ALL participants in the activity. Only those participants marked as being eligible at their member school may participate in varsity contests.
4. All schools shall enter the student participation and eligibility lists on-line into the NSAA's secured database prior to the first date permitted for interschool competition in each activity.
5. Students who are ineligible for varsity participation due to transfer or eligibility rule non-compliance may participate at the non-varsity level; however, such students would be ineligible to participate if their non-varsity team is competing against another school's varsity team.

2.1.4.1--In case an addition is made to the list during the season of that activity, the school shall notify the NSAA office before using the added student in competition.

2.1.4.2--Schools shall certify that students who become ineligible for any contest because of failure to comply with any Association eligibility rule will not be allowed to participate.

***90-school Day Ineligibility Interpretation--When counting ninety-school days, a school day is defined as a student contracted regular school day, Monday-Friday, in which there is the opportunity for instruction. After the ninety school day ineligibility period has been completed, the student would be eligible. When school is cancelled for reasons beyond the control of the student, i.e. Inclement weather, facility malfunctions that prevent school from being held, those day(s) would be counted toward the ninety school days. Summer school is excluded in the count.***

### **3.1 SPORTS SEASONS**

3.1.1--Interscholar sports sponsored by the Association shall be divided into three seasons: Fall, Winter, and Spring.

#### **Approved Rulings and Interpretations for 3.1.1**

1. A season begins on the first day of allowable practices for that sport, as designated in 3.1.1.2. The season officially ends with the conclusion of the State Championship in that sport. Students may not participate in outside group instruction or competition once the season officially begins, and outside group instruction or competition may not commence until the school varsity team has been completely eliminated from further participation in that sport.
2. All scheduled and postponed regular season varsity contests must be played prior to the start of sub-district, district or state competition. Once sub-district, district or state competition begins, no regular varsity contests shall be permitted.
3. Students who are not listed on the NSAA District entry form may participate in outside group instruction or competition of the same sport before the varsity school team has been completely eliminated from post-season competition. Those students who have participated in outside group instruction or competition following their regular season schedule would not be eligible to be placed on the district or state entry form of the same sport and would not be allowed to practice with the varsity team.

**3.1.1.1**--A season begins the day of opening practice as permitted by the NSAA rules rather than the first day of interscholastic competition.

**3.1.1.2--**The division of sports seasons shall be as follows: No school shall register more than one varsity team per sport and no student shall participate simultaneously in more than one sport per season. Note: Week designations are for the standardized calendar. The standardized calendar usually begins with the first full week in July.

**3.2.3--Organized practice.** No organized practice in any sport shall be held during the “school-year, out-of-season” period. An organized practice shall be defined as: “more than three students under direct supervision of a sponsor. If more than one such group is practicing at the same time, it shall be called an organized practice.”

- c. Track & Field, Golf and Cross Country. An organized practice shall mean more than three students under direct supervision of a sponsor. If more than one such group is practicing at the same time, it shall be called an organized practice.

**3.2.7--Summer Activities.** From the Tuesday following Memorial Day to July 31, a member school may not sponsor a team or individual, provide uniforms, individual player equipment (except football, baseball, and softball protective equipment for commercial camps), or otherwise be responsible for a student in summer competition. Attendance at summer activities shall be voluntary. No coach or school representative may directly or by implication direct a student to attend summer activities as a condition for membership on a high school team or restrict the level of team participation within the high school program.

**3.2.7.3--Conditioning Program.** A member school may organize and supervise a summer conditioning program to include weight lifting, running, and exercising for its students in accordance with the following provision:

- a. Such a conditioning program shall be general in nature and may include only exercises designed to promote physical fitness.
- b. Sport specific drills are not allowed, and sport specific equipment may not be used.
- c. Conditioning sessions shall be no longer than 60 minutes in length, and no member shall participate in more than one such session per day.

Conditioning sessions organized and run by members of the school’s coaching staff are subject to the 60-minute limitation. Students, for example, who work out on their own at the school facility in weight lifting, general calisthenics, running, or agility-type exercises shall not be considered to be involved in an organized conditioning program.

**3.2.7.8--Summertime Use of School Facilities.** Member schools may permit the use of their facilities in accordance with the local school board rental policy.

### **Non-High School Participation**

#### **3.5 Participation on Non-High School Teams and in Non-High School Competition**

**3.5.1--**Any student who participates in any athletic contest other than as a representative of his/her high school during the season of the sport involved becomes ineligible to represent his/her school in that sport for one or more contests or the remainder of the season.

**3.5.2--Individual Instruction.** During a season of a sport, a student is permitted to take individual instruction from a person other than the high school coach at times other than scheduled high school practice sessions, but such instruction shall not interfere with, nor be substituted for the high school coaching, practice sessions, or contest.

#### **Approved Ruling for 3.5.2**

During a season of a sport, a student is permitted to take individual instruction from a person other than the high school coach. Group instruction, practices with outside teams, and tryouts for outside teams other than as part of a college or university recruiting visit, however, are not permitted.

**3.2.7.1--Allowable Summer Activities.** During the summer a member school may organize the following:

**3.2.7.2--Summertime School-Sponsored Camps/Clinics.** A school may organize a camp or clinic in any sport from the Tuesday following Memorial Day through July 31. The camp shall be limited to no more than ten days over a period of 21 consecutive calendar days starting with the first date of the camp/clinic.

- a. Summertime school-sponsored camps/clinics include planned physical activities that are instructional and competitive in nature where actual games can be played or simulated by camp attendees.



- b. Summertime school-sponsored camps/clinics shall be voluntary and open to all interested students from grades 9-12.
- c. The use of school facilities and equipment is permitted in accordance with local school board policy.

**NSAA ATHLETIC BYLAWS GOVERNING CROSS COUNTRY**

|                 |  |
|-----------------|--|
| <b>3.11.3</b>   | <b>CROSS COUNTRY</b>   |
| <b>3.11.3.1</b> | Cross Country shall be conducted during the fall sport season. The season shall begin with the first day of practice as permitted by NSAA rules and shall end with the state meet.                       |
| <b>3.11.3.2</b> | Participation in interschool cross country competition by any student shall be limited to two meets per calendar week (Monday through Saturday).   |
| <b>3.11.3.3</b> | All districts in which three or more full teams are entered will qualify three teams to state competition. If less than three full teams are entered, the full teams entered will automatically qualify. |
|                 | <b>PROTESTS</b>  |
| <b>3.12.4.1</b> | Protests based upon the eligibility of players will be considered by the Executive Director and Board of Directors.  |
| <b>3.12.4.2</b> | Protests based upon play situations and situations which involve judgment on the part of game officials will not be considered.  |

**ADDITIONAL NSAA RULES**

**Headwear:** The wearing of decorative headwear/caps while competing is prohibited.

**GPS Watches:** Watches with GPS capabilities are illegal and shall not be worn.

**Cross Country--10-14 Day Heat-Acclimatization Period**

|    |   |
|----|---|
| 1. | Days 1 through 5 of the heat-acclimatization period consist of the first 5 days of formal practice. During this time, athletes may not participate in more than 1 practice per day.   |
| 2. | If a practice is interrupted by inclement weather or heat restrictions, the practice should recommence once conditions are deemed safe. Total practice time should not exceed 3 hours in any 1 day.   |
| 3. | Beginning no earlier than day 6 and continuing through day 14, double-practice days must be followed by a single-practice day. When a double-practice day is followed by a rest day, another double-practice day is permitted after the rest day.   |
| 4. | On a double-practice day, neither practice should exceed 3 hours in duration, and student-athletes should not participate in more than 5 total hours of practice. Warm-up, stretching, cool-down, walk-through, conditioning, and weight-room activities are included as part of the practice time. The 2 practices should be separated by at least 3 continuous hours in a cool environment. |
| 5. | Because the risk of exertional heat illnesses during the preseason heat-acclimatization period is high, we strongly recommend that an athletic trainer be on site before, during, and after all practices.  |

**\*NOTES:**

- 1. Consideration should also be taken for any practices conducted in hot and humid weather in non-air cooled facilities.
- 2. Consult the Heat Index Chart, [www.nsaahome.org](http://www.nsaahome.org), Sports Medicine Page

References: National Federation of State High School Associations Sports Medicine Advisory Committee. Heat acclimatization and heat illness prevention position statement. Published 2012. <http://www.nfhs.org>.

**NSAA SMAC Revised – March, 2016**  
 NSAA SMAC Revised and Approved – April, 2015  
 NSAA SMAC Revised and Approved – April, 2014  
 NSAA SMAC Recommendations – April, 2013

## Classification

2018 NSAA Classifications for Cross Country are listed on the NSAA web site, <http://nsaahome.org/> under Cross Country. Boys and girls Cross Country shall be divided into four classes for competition as follows:

1. Based on combined boy and girl enrollment, grades 9-11.
2. The 28 largest schools registered for cross country, shall be Class A (28-boys, 28-girls).
3. The next 32 largest schools registered for cross country shall be Class B.
4. The next 44 largest schools registered for cross country shall be Class C.
5. The remaining schools registered for cross country shall be Class D.
6. Boys and girls teams from the same school will be placed in the same class. (Exception: cooperatives)
7. If schools are tied in enrollment for the last position or positions of a class, the following tie-breaker will be applied:
  - a. The first tie-breaker will be a three-year average of enrollment which includes the year on which the current year's classification is based and the two previous years. The higher three-year average will be in the larger class.
  - b. If the tie still exists, then the school with the higher immediate previous year's enrollment will be placed in the larger class.
  - c. If a tie still exists, it will be decided by a coin flip in the NSAA office.
8. Schools have the opportunity to petition up a class in Cross Country. No replacement is made in that class vacated (no team will move up to fill that void).

## District Assignments

2018 NSAA District Assignments for Cross Country are listed on the NSAA web site, <http://nsaahome.org/> under Cross Country.

1. Schools registered for cross country by July 1 will be assigned to a district.
2. Classes A, B and C will have four districts and Class D will have six districts.
3. Class A schools are the 28 largest boys and 28 largest girls schools registered for cross country and are assigned to four, seven-team districts, using the average of each team's two fastest times. Total times will be only accepted from varsity races at meets with at least five teams. The course must be at least 5,000 meters. Coaches submitting team times from Nebraska high school hosted meets for the seeding process may only submit times from courses that have been measured to be at least 5,000m utilizing the shortest possible route standard as defined by USATF certification standards. Courses need only be measured once per year prior to any meet being hosted at the site unless route changes have been made to a course, then an additional measurement shall be required along the new route used. Meets hosted by non-Nebraska high schools like universities or colleges shall be deemed at least 5,000m unless otherwise stated. The NSAA website will provide a link on the NSAA Cross Country website showing how to correctly measure a course using the "shortest possible route" standards of USATF.

Monday of NSAA Week 13 is the last day of competition that times may be accepted. Class A coaches must submit their times by Tuesday at 11:59 pm of NSAA Week 13. Teams missing this deadline will be seeded by the NSAA at their discretion. Class A schools will need to submit a request to host to the NSAA. The NSAA will select two sites after districts have been assigned the Wednesday of Week 13. Site A will host two districts and site B will host two districts.

### 4. IN EVEN YEARS—

- a. the girls will be placed in four districts using the serpentine method based on the girls' total time rankings.
- b. boys' district assignments will be based on a modified serpentine of the boys' total time rankings using the girls' district assignments to make sure that boys and girls teams are at the same site but not necessarily the same district.
- c. the NSAA will pair district sites within the serpentine process.
- d. all district scenarios will be created (ex. 1&2 3&4, or 1&3 2&4, or 1&4 2&3) and the scenario that most equally distributes the top 12 seeds among the four districts will be used.
- e. if multiple scenarios are equal in this distribution, then other factors like host sites and/or travel may be considered in the district selection process.

5. **IN ODD YEARS**—the process shall be repeated but boys and girls shall be flipped in the districting process.

### **Classes B, C, and D.**

1. Schools are assigned to a district according to the school's geographical location. Available sites and facilities are also considered. Beginning with the school located the farthest west; schools to the east are added until the pre-determined number of schools, which are to compose a district, is reached. Schools located to the north and south may be selected if total travel distance to a tournament site can be decreased. This sequence continues until all schools are assigned to districts.
2. If a school(s) decides to participate in an activity after district assignments are completed, the school(s) will be assigned to a district with the fewest number of schools unless the travel distance is too great. If the travel distance is too great, the school(s) will be assigned to the nearest district and the other district assignments may be adjusted.
3. Class D districts will be established after September 1<sup>st</sup> when Cross Country registration has been completed. Schools will be assigned to six districts.

### **Team Entries**

1. NSAA Entry forms are accessed and submitted online. The Athletic/Activities director will give the certified coach the login for this activity. Go to the NSAA web site ([www.nsaahome.org](http://www.nsaahome.org)) and click on "School Login". Enter your login and go to "View/Edit your Form" to complete your entry form (detailed instructions can be obtained from the website). You may make changes to this form up until the due date. After that, you will need to contact the NSAA and your District Director.
2. Entry deadline is October 1.
3. Class A—List no more than seven entries (no alternates). Classes B, C, and D—List no more than six entries (no alternates).

### **Media-Student Media, Media Credentials & Broadcasting**

1. All media operations (admission, access and accommodations) for Regular Season contests are at the Host School's discretion.
2. The NSAA Media Manual outlines policies for Media Credentials, Student Media, Broadcasting Policies and other specifics surrounding NSAA post-season contests.
3. Post-season contests include: Districts, Sub-Districts, Playoffs and State Championships.
4. The Media Manual is posted on the NSAA website's Media Page <http://nsaahome.org/media-info/>.

### **2018 NSAA DISTRICT MEETS**

1. Each Class A, Class B, and Class C school that indicated possible participation in Cross Country will be assigned to a district. Class D districts will be assigned in September.
2. A director and site will be assigned by the NSAA office for each district.
3. All district Cross Country meets shall be held on Thursday of Week 15, (NSAA Calendar), October 11, 2018. It is recommended the meet start after school hours when possible.
4. Only varsity competition shall be held during the district meet.
5. District meets shall not be scheduled on the state meet course, located at the Kearney Country Club.
6. Season competitions and practices, other than those scheduled prior to the setting of the district site shall not be permitted on the district meet course.
7. The district facility needs to be handicap accessible and provide reasonable accommodations for individuals with special needs.
8. If there is a course rental from an outside entity (golf course) you should notify participating schools of a possible surcharge prior to the meet.

## Meet Director's Responsibilities

1. Advertising.
2. Awarding trophies and medals.
3. Checking entries and eligibility of contestants.
4. Provide meet summaries to each participating school.
5. Preparation and mailing of instruction sheets to each individual coach and official.
6. Preparation of checker sheets and numbers for each contestant.
7. Preparation of signs, flags, or course markers.
8. Procuring safety pins for numbers.
9. Reporting results to the media.
10. Securing and assigning dressing room and shower facilities.

### Awards

1. Team plaques will be awarded to the teams placing first and second in each district meet.
2. Individual medals will be presented to competitors placing first through fifteenth.
3. District plaques will be mailed to district hosts directly from Awards Unlimited.

### Entries

1. Entries are due October 1, 2018.
2. Each Class A school may enter no more than seven individuals. The five with the lowest score will be used to determine the team championship.
3. Class B, C, and D schools may enter no more than six individuals. The four with the lowest score will be used to determine the team championship.
4. Class A schools may enter fewer than five individuals and Classes B, C, and D may enter fewer than four individuals to compete for individual honors only.

### Inclement Weather

1. Inclement weather conditions may force the postponement of a district meet. The meet director has the sole responsibility for the postponement and rescheduling of such meet(s).
2. In order to decide whether to postpone or to hold the meet(s) as scheduled, the director shall consider the following factors:
  - a. The weather and road conditions at the site of the meet.
  - b. Existing weather and road conditions at the location of the schools, which are to compete that day.
  - c. Road conditions between the meet site and the competing schools.
  - d. The weather conditions immediately prior to, during, and following the meet, as reported by the weather bureau.
3. If, after considering the various factors, the meet director determines that competition is to go on as scheduled:
  - a. All schools shall be notified early enough to allow each team sufficient time to travel to the meet site.
  - b. Once the decision has been made to hold the event as scheduled and any team has begun to travel, the meet(s) shall be held.
4. If the meet director feels a postponement is necessary:
  - a. He/she shall get permission from the NSAA Cross Country Director before postponing the day's activities.
  - b. Once the meet has been postponed, the meet director shall be responsible for setting the new time, date, and site, if necessary, for the continuation of the meet. The previously agreed upon schedule may be changed in order to complete the meet(s) by the required dates.
  - c. Neither district receipts nor funds from the NSAA are to be used to reimburse any school for additional expenses incurred because of a postponed contest.

### Length of Course

|                                |
|--------------------------------|
| Boys and Girls<br>5,000 meters |
|--------------------------------|

## Meet Director

The director of the meet is granted full authority for the conduct and management of the meet. He/she is also responsible for the administration of rules and regulations and for the accounting of all finances.

### Coach and Team Instruction Sheets

1. This should be in the hands of the coach at least three days before the meet. It should include:
  - a. Any special ground rules necessary because of unusual terrain.
  - b. A diagram of the course or instructions explaining the course.
  - c. A diagram of the chute, with an explanation of the finish.
  - d. Equipment notices:
    - 1) Contestant must have a regulation track uniform.
    - 2) Spiked shoes are permitted; however, it is recommended that spikes not be more than one-half inch in length.
  - e. Instructions regarding location and use of dressing rooms, locker assignments, and showers.
  - f. Instructions to coaches and team managers concerning crowding around finish line and chute.
  - g. Position of numbers on runner--numbers should be on front.
  - h. Special instructions to be issued to visiting spectators.
  - i. Time and place of meet.
  - j. Warning that any team or runner not ready to run at the appointed time shall forfeit his/her right to run unless an explanation satisfactory to the local manager can be presented.

**NOTE:** Teams should be permitted to walk over the course before the time of the meet.

### Preparation of Course

The length of the course shall be 5000 meters for boys and for girls for both the district and state meets.

#### 8.1.1 Flag Designations (2018 NFHS Track&Field and Cross Country Rules Book)

- A red flag indicates a turn to the left.
- A yellow flag indicates a turn to the right.
- A blue flag indicates a course straight ahead.

#### 8.1.2 In case of a discrepancy in the course markings, directional flag markings take precedence over any other course markings.

#### 8.1.3 The race course should include the following features:

- a. Signs and flags at least 6 feet above the ground visible for 100 feet. Turns and guidelines should be marked on the ground with a material which is not injurious to the eyes or skin. The course should be at least 3 feet wide at its narrowest place. Small survey flags of the appropriate color may be used in lieu of painted lines or survey chalk.
- b. The use of a painted boundary line, both inside and outside and/or the use of natural or artificial boundary markers may be used as an alternative method to mark the course. Directional flags as described in 8-1-3a and/or directional sign posts shall be used.
- c. No ground obstructions which might cause tripping, turned ankles, etc. No overhead objects such as tree branches lower than 8 feet above the ground.
- d. A 2-inch wide starting line marked at the beginning of a lengthy straightaway, wide enough to accommodate all teams; i.e., a width of the number of teams multiplied by 6 feet.
- e. At the end of the course, a straightaway of at least 150 yards ending in a rope funnel with a mouth 15 feet wide. The finish line should be at the mouth of the funnel and 15 to 25 feet from the chute. This funnel should narrow to a rope chute about 30 inches wide and at least 100 feet long. The stakes supporting the ropes should be solid enough to permit taut ropes, and the stakes and ropes near the finish line should be well-padded. See diagrams of chutes in the NFHS Rule Book.

**NOTE:** For large meets, the use of multiple chutes is recommended.

## DUTIES OF MEET OFFICIALS

### Caller

1. It shall be the duty of the caller to call the numbers of each contestant in the order of his alignment in the chute.
2. His/her voice should be of such quality that he/she can be clearly understood by the three checkers recording the finish.
3. He/she shall be located in such a position at the end of the chute so that he/she can clearly see the number of each contestant as he/she leaves the chute.

### Checker

1. It shall be the duty of the checkers to record the order of the finish as given to him/her by the caller.
2. In the event of a record conflict, two out of three checkers who are in agreement shall record their decision as official.
3. If an agreement cannot be reached by the three checkers, the final decision shall be made by the referee.

### Course Umpires

1. It shall be the duty of the course inspectors to observe the conduct and course of the runners during the race.
2. They shall record the contestants' numbers who commit violations and shall report such infractions to the referee.

### Finish Judges

1. It shall be the duty of the finish judges to stand outside the chute on the finish line and determine the proper order of contestants in the chute.
2. They shall have final authority on the order of finish.

### Starter and Referee

1. It shall be the duty of the starter to place the teams in proper position on the starting line after they have drawn for position by lot.
2. He shall start the race.
3. He shall act as referee for all decisions pertaining to the conduct of the race.
4. He shall disqualify any runner for unsportsmanlike conduct or for any flagrant violation of the rules.
5. He shall instruct the runners before the start of the race.
6. Once the runners have been called to the starting line by the starter for final instructions, no further run-outs shall be permitted.

### Timers

It shall be the duty of the timer to time the winner of the race.

### Numbers

The NSAA will furnish numbers for all districts.

### Scoring

1. Scoring shall be as shown in the following table:

|                 |                 |                 |                 |                 |                 |      |
|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|------|
| Place at Finish | 1 <sup>st</sup> | 2 <sup>nd</sup> | 3 <sup>rd</sup> | 4 <sup>th</sup> | 5 <sup>th</sup> | etc. |
| Points          | 1               | 2               | 3               | 4               | 5               | etc. |

Competitors finishing the race shall be ranked and tallied in accordance with the above table.

2. The team score in Class A shall be determined by totaling the points scored by the first five finishers of each team.
3. The team score in Classes B, C, and D shall be determined by totaling the points scored by the first four finishers of each team.
4. The team scoring the fewest number of points is the winner.

5. If fewer than five competitors from a Class A school finish, or fewer than four competitors from a Class B, C, or D school finish, the places of all the competitors from that school are disregarded in determining the team scores and the team scores are re-ranked. Although sixth- and seventh-place finishers in Class A, the fifth- and sixth-place finishers in Classes B, C, and D do not score points toward the team total, their place is counted in determining the scores of other teams.

**State Championship Qualifiers**

1. The top three teams in team scoring in each district will qualify for the State Championship.
  - a. The first fifteen runners to finish, whether part of a team or running as an individual will qualify for the State Meet.
  - b. Complete team: Class A, at least 5 runners; Classes B, C, and D, at least 4 runners.
  - c. Runners from teams finishing lower than third may only qualify for state as an individual, even though there may be a sufficient number of individual qualifiers from a school to otherwise be considered a team.
  - d. Substitutions on teams having qualified may be made between District and State but Class A schools may run no more than seven individuals and Classes B, C, and D may run no more than six individuals in the State Championship Meet.
2. All districts in which three or more full teams are entered will qualify three teams for state competition. If fewer than three full teams are entered, the full teams entered will automatically qualify.

**Tie-breaking**

1. Ties in Class A team scoring shall be resolved by comparing the sixth-place finishers from the tied teams.
  - a. The team with the best sixth-place finisher shall prevail.
  - b. If one team does not have a sixth-place finisher, the team with a sixth-place finisher shall prevail.
  - c. If only five competitors of tying teams finish, the team scoring shall be resolved by totaling scores of the first four finishers.
2. Ties in Classes B, C, and D team scoring shall be resolved by comparing the fifth-place finishers from the tied teams.
  - a. The team with the best fifth-place finisher shall prevail.
  - b. If one team does not have a fifth-place finisher, the team with a fifth-place finisher shall prevail.
  - c. If only four competitors of the tied teams finish, the team scoring shall be resolved by totaling scores of the first three finishers.

**2018 NSAA CROSS COUNTRY CHAMPIONSHIP**

**Eligibility**

Only the teams and individuals qualifying through the district meets are eligible to compete in the state championships.

**Date, Time, and Site**

The NSAA Cross Country Championships will be held at the Kearney Country Club on October 19, 2018. The approximate starting times are listed below:

**2018 Schedule**

|                          |                       |
|--------------------------|-----------------------|
| Girls Class D—12:00 Noon | Girls Class C—2:00 pm |
| Girls Class B—12:30 pm   | Girls Class A—2:30 pm |
| Boys Class D—1:00 pm     | Boys Class C—3:00 pm  |
| Boys Class B—1:30 pm     | Boys Class A—3:30 pm  |

**The NSAA Cross Country Championships will utilize the following schedule for the 2019 Championships**

|                          |                       |
|--------------------------|-----------------------|
| Girls Class C—12:00 Noon | Girls Class D—2:00 pm |
| Girls Class A—12:30 pm   | Girls Class B—2:30 pm |
| Boys Class C—1:00 pm     | Boys Class D—3:00 pm  |
| Boys Class A—1:30 pm     | Boys Class B—3:30 pm  |

**Admission**

1. Each boys' team with qualifiers will receive one coach's pass, and each girls' team with qualifiers will receive one coach's pass. Each team that qualifies as a team will also receive one assistant coach's pass.
2. \$7.00 Adults. \$5.00 Students.
3. Each school will receive participants' passes based on the number of qualifiers plus one.

**Team Packets**

Packets containing information, entries, contestant numbers, etc., may be picked up at the UNK Sports Center from 4:00-5:00 P.M. on October 18, 2018 and after 9:00 A.M. on October 19, 2018.

**Practicing**

Teams and/or individuals are not allowed to work out on the state meet course once they have qualified for the state meet.

**Dressing Facilities**

1. Participants may use the dressing and shower facilities at the Sports Center on the UNK Campus.
2. Towels will not be furnished.
3. Each coach is responsible for the valuables of his/her participating athletes.

**Chip Timing**

Precision Race Results will provide the computerized timing of all finishers in the NSAA State Cross Country Meet with chips attached to the competitor bib numbers.

**Meet Director**

1. Ron Higdon of the NSAA staff will be the meet director.
2. The meet director is responsible for, and has full authority for, the conduct and management of the meet.

**Meet Referee**

The meet referee shall have final authority on all rulings, based on the rules presented in the National Federation Track and Field and Cross Country Rules Book.

**Starter**

Once the teams have been called to the starting line by the starter for final instructions, no further run-outs shall be permitted.

**Scorekeeping**

1. Scoring shall be as shown in the following table:

|                 |     |     |     |     |     |      |
|-----------------|-----|-----|-----|-----|-----|------|
| Place at Finish | 1st | 2nd | 3rd | 4th | 5th | etc. |
| Points          | 1   | 2   | 3   | 4   | 5   | etc. |

2. Competitors finishing the race shall be ranked and tallied in accordance with the above table.
3. The team score in Class A shall be determined by totaling the points scored by the first five finishers of each team.
4. The team score in Classes B, C, and D shall be determined by totaling the points scored by the first four finishers of each team.



5. The team scoring the fewest number of points is the winner.
6. If fewer than five competitors from a Class A school finish, or fewer than four competitors from a Class B, C, or D school finish, the places of all the competitors from that school are disregarded in determining the team scores, and the team scores are re-ranked.
  - a. Although the sixth- and seventh-place finishers in Class A, and the fifth- and sixth-place finisher in Classes B and C, do not score points toward the team total, their place is counted in determining the scores of other teams.

**NOTE:** Runners from schools that did not qualify as one of the teams coming out of Districts may only compete at State as an individual, even though there may be a sufficient number of individual qualifiers from a school to otherwise be considered a team.

### **Start and Length of Course**

1. Starting positions will be drawn by lot.
2. The length of the course is 5,000 meters for boys and girls.

### **Substitution**

Substitution may be made on a team that has qualified for the state meet; however, substitution may not be made for a runner who qualified as an individual and his/her team did not qualify. The maximum numbers of runners per school is seven in Class A and six in Classes A, B, and C.

### **Tie-breaking**

1. Ties in Class A team scoring shall be resolved by comparing the sixth-place finishers from the tied teams.
  - a. The team with the best sixth-place finisher shall prevail.
  - b. If one team does not have a sixth-place finisher, the team with a sixth-place finisher shall prevail.
  - c. If only five competitors of tying teams finish, the team scoring shall be resolved by totaling scores of the first four finishers.
2. Ties in Classes B, C, and D team scoring shall be resolved by comparing the fifth-place finishers from the tied teams.
  - a. The team with the best fifth-place finisher shall prevail.
  - b. If one team does not have a fifth-place finisher, the team with a fifth-place finisher shall prevail.
  - c. If only four competitors of the tied teams finish, the team scoring shall be resolved by totaling scores of the first three finishers.

### **Results**

1. Unofficial results will be posted on the course and at the UNK Health and Sports Center at the conclusion of each race.
2. After the unofficial results have been posted for a designated time, the team and individual awards presentations will occur, by class, in the Health and Sports Center.
3. In accordance with NFHS rules, clerical or team scoring errors may be corrected up to 48 hours after the conclusion of the meet.
4. Official results will be posted on the NSAA website at the conclusion of the meet. Hard copies will not be available.

### **Awards**

#### **Individual Honors**

All runners in the state meet are eligible for individual honors.

1. Team trophies will be presented to teams placing first and second in each class.
2. Medals will be presented to the competitors placing first through fifteenth in each class.
3. A "gold medal" will be presented to the individual having the best time in the meet regardless of class.
4. Championship team head coaches will receive awards.

5. The Awards Ceremony will begin at the UNK Sports Center at approximately 2:30 p.m. for Classes D and B, and Classes C and A at approximately 4:00. The awards will be presented using the following schedule:

**2018 Awards Schedule**

| 2:30 pm       | 4:00 pm       |
|---------------|---------------|
| Class D Girls | Class C Girls |
| Class B Girls | Class A Girls |
| Class D Boys  | Class C Boys  |
| Class B Boys  | Class A Boys  |

6. Team trophies will be presented to teams placing first and second in each class.  
 7. Medals will be presented to the competitors placing first through fifteenth in each class.  
 8. A "gold medal" will be presented to the individual having the best time in the meet regardless of class.  
 9. Championship team head coaches will receive awards.  
 10. Members of the championship team will receive team medals.  
 11. Members of the runner-up team will receive team medals.

**Reimbursement for State Competition**

1. Mileage. Mileage reimbursements will be based on the number of participants (qualifiers, number on roster) and one coach. (Note: Student managers will not be included.) A school's mileage reimbursement will be figured using the following formula: [(#miles one way x #trips) – 50 miles] x appropriate amount listed below.

| Amount per mile | Number of participants/coaches |
|-----------------|--------------------------------|
| <b>\$0.85</b>   | 1-6                            |
| <b>\$1.70</b>   | 7-12                           |
| <b>\$2.55</b>   | 13-18                          |
| <b>\$3.40</b>   | 19-24                          |
| <b>\$4.25</b>   | 25-30                          |
| <b>\$5.10</b>   | 31+                            |

2. Lodging. If lodging is used, \$15 per participant and one coach will be paid based on the following criteria: (Note: Times listed are scheduled competition start times)
- \*Night before competing:
    - Before 10:00 a.m., 76+ miles away
    - Between 10:00 a.m. and 3:00 p.m., 150+ miles away
    - At or after 3:00 p.m., 250+ miles away
  - \*Night of (still competing in State Meet)
    - 76+ miles away
  - \*Final Night (Day eliminated)
    - 7:00 p.m. or later, 200+ miles away
3. Meals. There is no meal allowance.

## Fan/Spectator Support Items

In the Chart below, ONLY those items marked “Yes” will be allowed as fan/spectator support items at all NSAA Sub-District, District, State Playoffs and State Championships.  
Sportsmanlike vocal cheering and support from the team bench area are encouraged. The items indicated on this page are for use by fans/spectators.

**Prohibited items:** Confetti/shredded paper, powder (baby, talc, etc.), Laser light/pointer, flashing objects, miniature sports balls, objects or candy thrown into the crowd, Artificial noise makers, (included but not limited to horns, cow bells, bells, buzzers, clickers, thunder sticks, rattles, instruments not part of a band), whistles, air horns, sirens, cannons/muskets/guns/fireworks or live animals.

**Key: BA-Baseball, BB-Basketball, CC-Cross Country, FB-Football, GO-Golf, SO-Soccer, SB-Softball, SW- Swimming & Diving, TE-Tennis, TR-Track & Field, VB-Volleyball, WR-Wrestling, NA-Not Apply**

### Regulations listed are subject to facility restrictions.

| SPORT   | BA  | BB  | CC  | FB  | GO  | SO  | SB  | SW  | TE  | TR  | VB  | WR  |
|---|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| Balloons  | Yes | No  | Yes | Yes | Yes | Yes | Yes | No  | Yes | Yes | No  | No  |
| One School Banner per school  | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| Hand held signs   | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| Megaphones (school recognized cheerleaders only)  | Yes | Yes | Yes | Yes | NA  | Yes | Yes | Yes | Yes | No  | Yes | Yes |
| Shirts on student spectators (required) AR 3.3.11   | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| Shirts on general spectators  | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| Team Introduction Run-throughs or Break Away Banners  | Yes | Yes | Yes | Yes | NA  | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| Pompoms, spirit towels  | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| Prerecorded music that has been approved by the Host Administration may be played during pre-contest warm ups provided that a high school band is not available to play during that time. | Yes | Yes | Yes | Yes | NA  | Yes | Yes | Yes | No  | No  | Yes | Yes |
| School bands  | Yes | Yes | Yes | Yes | NA  | Yes | Yes | Yes | Yes | NA  | Yes | Yes |
| Carried school flags (Running/taunting prohibited)  | Yes | Yes | Yes | Yes | No  | Yes | Yes | Yes | Yes | Yes | Yes | Yes |

### UNMANNED AERIAL VEHICLE (DRONE) POLICY

The use of unmanned aerial vehicles (UAV), also known as drones, is prohibited for any purpose by any person at any NSAA post-season tournament venue. For purposes of this policy, a UAV is any aircraft without a human pilot aboard this device. This prohibition applies to all fields of play, courts, arena, mats, gym floor or pool, and includes a ban on the entire facility being used as part of the NSAA event, including the spectator areas and parking areas. Tournament management shall refuse admission or entry to anyone attempting to use a UAV; and if necessary, tournament management shall remove anyone attempting to use a UAV and/or confiscate the UAV. An exception to this policy, in writing, may be made in specific cases for NSAA broadcast partners, provided the management of the tournament facility permits the presence of UAVs for broadcast purposes under the control of the NSAA. (added 6/2015)