

Metro East Conference  
Middle School  
Athletic Policy  
Handbook



2015-16



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## SCHEDULING ASSIGNMENTS

- A. FALL**
- |                   |                            |
|-------------------|----------------------------|
| Football          | Dan Norris, Heritage       |
| Soccer (B & G)    | Will Short, Inver Grove    |
| Swimming          | Dan Norris, Heritage       |
| Tennis            | Pat Burns, Richfield       |
| Volleyball        | Pam Klinkhammer, Mahtomedi |
| Cross Country Run | Jim Rohr, Hastings         |
- B. WINTER**
- |                    |                            |
|--------------------|----------------------------|
| Basketball (B & G) | Denver Moeller, John Glenn |
| Swimming           | Coaches Meeting            |
| Wrestling          | Jim Rohr, Hastings         |
- C. SPRING**
- |          |                        |
|----------|------------------------|
| Baseball | Katie Wirth, Maplewood |
| Softball | Katie Wirth Maplewood  |
| Tennis   | Pat Burns, Richfield   |
| Track    | TBD                    |
- D. Policies**
- |  |                                      |
|--|--------------------------------------|
|  | CSC Middle School Athletic Directors |
|--|--------------------------------------|

## **MIDDLE SCHOOL AND JUNIOR - HIGH POLICY HANDBOOK**

Revised 9/12/2007

1. All games/meets will start at 3:45PM, unless otherwise noted.
2. All contests will follow National High School Federation rules, unless otherwise noted.
3. All schools are strongly recommended to hire adult officials for athletic events. If this is not possible, officials need to be of high school grade level (minimum age 16).
4. When officials are not present, available, or don't show coaches and/or parents will be asked to officiate the activity.
5. Policies must be distributed to all coaches and must be available at all games and contests.
6. Extra game policies should be on hand to give to game officials before the event starts.
7. Medical kits are required at all events.
8. Game/site supervision is strongly recommended.
9. When teams are divided by ability (A and B), no "A" player shall be moved to the "B" team for disciplinary action.

## **FOOTBALL POLICIES**

**Revised 9/14/2015**

1. Teams will be divided by ability in to an "A" team and a "B" team at both the 7<sup>th</sup> and 8<sup>th</sup> grade levels.
2. All football players are to be weighed in and recorded by the school's athletic director. Coaches must keep a copy with them at each game.
3. Weight limits shall be 170 lbs. for 8<sup>th</sup> grade and 140 lbs. for 7<sup>th</sup> grade and over must be an interior lineman (center, guards and tackles) and not be the intended ball carrier, including special teams. Tight ends are not considered interior linemen.
4. ~~4 - 10 minute stop time quarter.~~ 4 - 20 minute running time quarters. Stop clock during time outs and injury time outs.
5. Halftime will be 5 minutes.
6. 3 time-outs per half.
7. Use intermediate size football.
8. Coaches "MAY" stand on the field the entire game. Note the coach is not the 12<sup>th</sup> player on the field.
9. Two ADULT officials dressed in proper uniforms should be used. Minimum 2 - officials.
10. The home team will be responsible for calling opponent to confirm game sites, uniform colors, etc.
11. No overtime will be played.
12. 30 second huddle - notify the officials.
13. Six (6) down linemen maximum, except inside the ten yard line. (Def. Lineman)
14. Require linebackers to be three (3) yards off the ball in their defensive set and are allowed to move anywhere on the snap of the ball. PENALTY: five (5) yards.
15. Linebackers cannot "blitz" until the snap of the ball.
16. Allow a maximum rush of six (6) linemen on punts & wait until the ball has been kicked. All punts are live.

**EXCEPTIONS:** 8A - LIVE  
8B - DEAD until the ball is kicked  
7A - DEAD until the ball is kicked  
7B - DEAD until the ball is kicked

**NOTE:** COACHES ARE ASKED TO BUILD IN LIVE PUNTS AS THE YEAR GOES ON FOR 8B, 7A, 7B. COACHES PLEASE USE DISCRETION!!

17. ~~First game on the schedule will be used as an organized scrimmage (2006).~~

## **FOOTBALL SCRIMMAGE SCRIPT**

- ~~Coin Flip will be used to start scrimmage. Visiting team will call coin flip.~~
- ~~Winner of coin flip will have the choice of offense or defense first~~
- ~~Offensive team will start at the 40 yard line and will have a set number of plays (detailed below) to run before switching to defense. Down markers can be used to show when a team has achieved a first down, but the ball does not move back to the 40 yard line after an unsuccessful 4<sup>th</sup> down.~~
- ~~In the event a team scores a touchdown, they return to the 40 yard line and continue running offensive plays until their set number of plays have been used.~~
- ~~All other Classic Suburban Football Rules shall apply.~~

### **SCRIPTED PLAYS**

- ~~Team 1 -15 plays on offense.~~
- ~~Team 2 -15 plays on defense.~~
- ~~HALF-TIME 5 MINUTE BREAK~~
- ~~Team 1 -15 plays on offense (last 5 plays, 2 punts, 3 extra point/goal line attempts)~~
- ~~Team 2 -15 plays on offense (last 5 plays, 2 punts, 3 extra point/goal line attempts)~~
- ~~Team 1 KICKS OFF (x3)~~
- ~~Team 2 KICKS OFF (x3)~~

## **SOCCER POLICIES**

Revised 6/19/2013

1. Two games will be played and teams will be divided in to A and B teams by ability.
2. Halves will be 35 minutes running time and half-time will be 5 minutes long. No overtimes will be played.
3. Cleated shoes are recommended.
4. SOCCER – Yellow and red cards
5. Participants MUST have shin guards.



## **SWIMMING & DIVING POLICIES**

Suburban East Conference & Classic Suburban Conference

Revised 9/14/2005

### **Participating Schools**

Cottage Grove Jr. High

Hastings Middle

Inver Grove Heights Middle

Oak-Land Jr. High

Roseville Middle

South St. Paul Jr. High

Stillwater Jr. High

West St. Paul/Heritage Middle

Woodbury Jr. High

### **DUAL MEET ORDER OF EVENTS:**

200 Yd. Medley Relay

200 Yd. Freestyle

100 Yd. Individual Medley

50 Yd. Freestyle Diving (*required dive for the week, plus 3 optional dives*)

50 Yd. Butterfly

100 Yd. Freestyle

500 Yd. Freestyle

200 Yd. Freestyle Relay

100 Yd. Backstroke

100 Yd. Breaststroke

400 Yd. Freestyle Relay

**GIRLS:** Team dual meets begin at 3:45PM.

Host team will provide the official(s), timer(s), announcer and scorer.

**BOYS:** Boys teams travel with the Varsity. (Hastings, Roseville, South St. Paul)

## **VOLLEYBALL POLICIES**

Revised 9/12/2007

### **TEAMS:**

1. 7<sup>th</sup> and 8<sup>th</sup> grade teams will be divided in to "A" and "B" teams.
2. Home team supplies volleyballs for warm-ups and games.

### **GAMES:**

1. The "A" teams from each school will play each other. The "B" teams from each school play each other.
2. If one school has more teams than the other school, then the school with fewer teams will designate a similar ability team to play the extra game(s).
3. When a school has two teams vs. three teams you may play one letter up or one letter down.

Example:    A's    play   A & B's  
              B's    play   B & C's

Use a rally scoring format (up to 25 with no side outs). Play for 1.5 hours. The team with the most games won will win the match. There is one time out per game – per team.

### **SCORING:**

Use scoreboard to keep track of score.

If a scoreboard is unavailable, use a flip scorer or a chalkboard in order to keep running score.

**TENNIS POLICIES**  
Revised 6/19/2013

1. Home team will furnish new balls for a match. Home team will keep the game balls.
2. Participants in each match will call their own lines and keep score.
3. The first player(s) who wins 6 games will win the set; however he/she must win by a margin of 2 points (i.e. 6-4 or 7-5).
4. If the score is tied at 6 games each, a 12 point tiebreaker will be played.

**12 POINT TIE-BREAKER RULES**

- A player who first wins seven points shall win the game and the set provided he / she leads by a margin of two (2) points. If the score reaches six points all, the game shall be extended until this margin has been achieved. Numerical scoring shall be used throughout the tie-breaker.
  - The player whose turn is to serve shall be the server for the first point, which is delivered from the right court. His / her opponent shall be the server for the second and third points (delivered from left court, then right court), and there after each player shall serve alternately for two consecutive points (left court, right court) until the winner of the game and set has been decided.
  - Players shall change ends after every six points and at the conclusion of the tie-breaker. Note that after any change of ends the server will be serving her second serving point.
  - The player who served first in the set that ended in a tie-breaker shall receive service in the first game of the following set.
5. To speed up play, use “NO ADD” scoring. If the score is deuce, next point wins point.
  6. There should be 4 singles matches and 3 doubles matches to decide the team winner of the competition.
  7. After 4 singles and 3 doubles matches, coaches can decide if there is time for additional matches. This would allow for more participation; however, these should be considered exhibition matches and not be used to determine the winner of the match.
  8. Any ground rules should be decided before the match begins by the coaches’ mutual agreement.

**DOUBLES:**

- In doubles the procedure for singles shall apply. The player whose turn it is to serve shall be the server for the first point. Thereafter each player shall serve in rotation for two points, in the same order as previously in that set, until the winners of the game and set have been decided.
- Players change ends after every six points (6) and at the conclusion of the tie-breaker the team that served first in the set that ended in a tie-breaker shall receive service in the first game of the following set.

## **BASKETBALL POLICIES**

**Revised 10/07/15**

- Teams will be divided in to an “A” and “B” team based on ability. The number of participants on both teams should be balanced.
- Game will begin at 3:30PM unless otherwise noted and agreed upon by schools coaches and athletic directors.
- Official size basketballs for each gender will be used.
- Home team will supply a minimum of 4 basketballs for the visiting team to use for warm-ups.
- Two registered game officials are recommended.
- Home team calls regarding the number of games to be played with the teams and time options available for running or stop times.
- An “A” player shall not be moved to the “B” team for disciplinary reasons.
- The CSC Middle School Coaches and Directors will follow the National Federation Rules for Basketball.
- If the color of the uniforms may present a problem, the visiting team should call the home team to make appropriate arrangements. Please include this in your weekly call to the opponent earlier in the week.
- The 3-point line is in use for 7<sup>th</sup> and 8<sup>th</sup> boys and girls if the floor is officially marked.
- “A” levels only should not press with a 15 point lead.
- “B” level only- no full court pressing is allowed at any time.
- Once the defensive team has established possession of the ball on a rebound, the offensive team must fall back.
  - 1<sup>st</sup> violation= warning
  - 2<sup>nd</sup> violation= technical foul, 2 free throws & the ball
- **No Outdoor Shoes on playing surface**

### THREE TYPES OF GAME SITUATIONS FOR CSC MIDDLE SCHOOLS

#### **Side by Side Games (or just one game)**

- ~~Should be played with 2–14 minute stop time halves.~~
- ~~Two timeouts per half.~~
- ~~Two minute halftime.~~
- ~~1– One minute overtime period.~~

#### **Back to Back Games**

- Should be divided into 2 - 20 minute running time halves. Stop time during the last two minutes of play each half.
- Two timeouts per period
- Two minute half-time.
- Five minutes between games.
- One (1) minute overtime period.

#### **Running Time – 3 Game Option**

- If a school has two courts with three teams (side by side); one game will be 2 - 14 minute stop time (“A” game) and two games with 2 - 20 minute running time games. Stop time during last two minutes of play.
- If a school only has one court, games will be played back-to-back-to-back as 2 - 15 minute running time games. Stop time during the last two minutes of play each half.
- Two time outs per half.
- Two minutes between halves.
- NO OVERTIMES.
- No clock stoppage, with the exception of timeouts or injury.

## **BASKETBALL POLICIES....continued**

### **ORDER OF PLAY – WHO PLAYS FIRST**

#### **Back to Back Games will be played in the following order:**

Monday and Tuesday: C, B, A teams will play in this order.

Wednesday, Thursday and Friday: A, B, C teams will play in this order.

- All 7<sup>th</sup> and 8<sup>th</sup> grade basketball teams should plan on two/three games either back to back, side by side or running time depending on a school's facility situation; and also if you have 10 or more players.
- When back to back games are played and an "A" or "B" team has 5 or less players, then players may be switched from the other team so that two games can be played.
- When back to back games are played and a school has less than 14 combined players, 2 "A" players and 2 "B" players selected by the coach prior to the games may play a total of 3 halves.
- NOTE: Coaches are not to determine the length of games. Any changes regarding the length of the game must be confirmed by the Athletic Directors and then by mutual consent of both coaches.

# TRACK & FIELD POLICIES and ORDER OF EVENTS

Revised 02/11/15

Pre-season time trials order of events:

- Hurdles (optional), 800, 100, 400, 200, 1600

All running events will be conducted in the following order:

- 6<sup>th</sup> & 7<sup>th</sup> grade girls
- 8<sup>th</sup> grade girls
- 6<sup>th</sup> & 7<sup>th</sup> grade boys
- 8<sup>th</sup> grade boys

## Order of Events for Regular Meets & Conference Championship Meet:

### RUNNING EVENTS

- 75 meter low hurdles (hurdle spacing is 13m to first, 8.5m to second, 11m to finish = total 7 hurdles.)
- 100 meter dash
- 4 x 200 meter relay
- 1600 meter run
  - One heat for all boys followed by one heat for all girls.
  - If small number of entrants, one heat may be run.
- 4x100 meter relay
- 400 meter dash
- 800 meter run
  - One heat for all boys and one heat for all girls
- 200 meter dash
- 4x400 meter relay
  - Schools may enter up to 4 relay teams – Top finish scores – need not designate a #1 team

### FIELD EVENTS

- Shot put – 8 lbs – 3 throws
- Discus – 3 throws
- Triple jump – 3 jumps
- Long jump – 3 jumps
- High jump
  - Starting Height for **Boys:** 3' 10" (7<sup>th</sup>) and 4'2" (8<sup>th</sup>)
  - Starting Height for **Girls:** 3' 6" (7<sup>th</sup>) and 3' 10" (8<sup>th</sup>)
  - Increase in increments of 2 inches until there are 5 remaining jumpers, then increase by increments of 1 inch.
  - Jumping procedure will be **3 alive or 5 alive** format. (see below)

When the number of entries dictates, the games committee may assign competitor to flights of 4 to 12 for preliminary competition or may conduct the event in continuing flights. In continuing flights, the first three to five competitors, as determined by the games committee, constitute a flight. As a

**TRACK & FIELD...continued**

contestant clears the bar, passes a turn at the height or is eliminated, the next competitor in order will be moved up so that the number of competitors in the active flight remains constant.

Example: If competitors A, B, C, D, E, F, G, H, I, J, K, L, M, N were entered, the first five (A, B, C, D and E) would be grouped to begin competition. F would be moved into the continuing flight whenever one of the competitors cleared the height, passed the remaining turns at that height or was eliminated. G would be the next competitor to move into the continuing flight under the same conditions and would be followed by H, I, J, K, in that order. This procedure would be repeated for each height with five the maximum number to begin an active flight. The competitors would be assigned in order as they appear on the event card.

### SCORING

- Meets are not required to be scored, but may be done so by coaches.

### NFHS Rule 4, Section 2:

This rule limits participation by an individual competitor to no more than 4 events, including relays. Those 4 events cannot be all running or all field events. Any violation of this rule will result in the forfeiture of team points for that competitor.

<b>Number of Teams</b>	<b>Individual Scoring</b>	<b>Relay Scoring</b>
2	5-3-1	5
3	5-3-2-1	5-3
4	6-4-3-2-1	6-4-2
5	8-6-4-2-1	8-6-4-2
6	10-8-6-4-2-1	10-8-6-4-2
7 or more score 6	10-8-6-4-2-1	10-8-6-4-2-1
7 or more score 7	10-8-6-4-3-2-1	10-8-6-4-3-2-1
7 or more score 8	10-8-6-5-4-3-2-1	10-8-6-5-4-3-2-1

**SPECIAL NOTE: CANCELLATION OR POSTPONEMENT OF THE CONFERENCE CHAMPIONSHIP MEET BECAUSE OF INCLEMENT WEATHER MUST BE DONE SO PRIOR TO 1:00PM.**

## **CSC Middle School Track Championship Sites Rotation**

<u>Year</u>	<u>Boys Meet Site</u>	<u>Girls Meet Site</u>
2004	Richfield	Maplewood
2005	Skyview	Richfield
2006	So. St. Paul	Skyview
2007	Henry Sibley	South St. Paul
2008	Inver Grove	Henry Sibley
2009	John Glenn	Inver Grove
2010	Mahtomedi	John Glenn
2011	Richfield	Maplewood
2012	Henry Sibley	Richfield
2013	So. St. Paul	Henry Sibley
2014	Skyview	South St. Paul
2015	Inver Grove	Skyview
2016	John Glenn	Inver Grove
2017	Mahtomedi	John Glenn

Rotation For 2012 And Beyond Continues With The 2004 School Listed.

If Designated School Is Unable To Host For Any Reason, They Must Trade With Another School And Update The List.



## BASEBALL AND SOFTBALL POLICIES

Revised April 2011

### **LENGTH OF GAMES**

- All games start at 3:45PM.
- A seven inning game shall be played.
- If the visiting team is late, they are not allowed to have infield practice.
- No inning may begin after 5:30pm. All visiting teams please be aware of time limitation rules.
- The ten run rule IS NOT in effect.

### **GAME PROCEDURES**

- Teams are divided evenly by skill.
- Games are to be played simultaneously.
- Home team shall notify the visiting team of a postponement no later than 1:45pm.
- ***Rain outs are to be rescheduled by the two teams involved. Preferably by the two athletic coordinators.***
- Home team shall furnish ample baseball or softballs and be responsible for retrieving foul balls.
- BESR bats are recommended.
- All players will bat in batting order. The designated batting order at the beginning of the game shall be the order in which all players will bat.

### SOFTBALL

- Stealing a base is legal at both the 7<sup>th</sup> and 8<sup>th</sup> grade level. The runner cannot break from the base until the ball pitcher's hand. Base runners must return to the base after the pitch if the ball is not hit.
- The ball is live on a dropped third strike by the catcher.
- Bases are 60' for both 7<sup>th</sup> and 8<sup>th</sup> grade games.
- Yellow optic balls are required.
- NFHS Facemasks are required.

### BASEBALL

- Metal spikes are allowed.
- Bases are 90' for 7<sup>th</sup> and 8<sup>th</sup> grade games.
- The pitching plate is 60' 6" for 8<sup>th</sup> grade pitching/games.
- The pitching plate is 55' for 7<sup>th</sup> grade pitching/games.
- National Federation rules limit a pitcher to 14 innings per week (the CSC believes that this total should include community baseball as well).