GENERAL POLICIES

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GENERAL POLICIES

1. High School Enrollment

A student is considered a high school student when he or she is actually registered as a high school student, not when earning high school credit as may be given to junior high students.

2. Classification Policy

The enrollment ranges for the purpose of classification are set as follows:

5-60 students	1A Classification
61-150 students	2A Classification
151-500 students	3A Classification
501 and larger	4A Classification

The following conditions apply:

A. Schools are classified by their enrollments in grades 9-12 according to the previous school year's October report to the Department of Education and Early Development. Beginning in April of 2014, non-enrolled alternative education program students who participate in a member public, private or religious school's interscholastic activity program will be added to the prior October count in determining the school's total number for future classification purposes.

B. Geographic and competitive considerations are not determining factors for classification placement. The following sports and activities have state-culminating competitions based on the following school classifications:

ONE CLASSIFICATION
- Swim & Dive
- Nordic Ski
- Soccer
- Tennis
- Baseball
- Girls Wrestling

TWO CLASSIFICATIONS
- Cross-country Running (1A/2A/3A and 4A)
- Hockey (Small, 5-500 and Large, 500+)
- Track & Field (1A/2A/3A and 4A)
- Wrestling (1A/2A/3A and 4A)
- Softball (Small, 5-850 and Large, 851+)

THREE CLASSIFICATIONS
- Football (Small, 449 and smaller / Medium, 450-900 / Large, 901 and larger)

FOUR CLASSIFICATIONS
- Volleyball
  - Mix Six (5-60)
  - 2A (61-150)
  - 3A (151-500)

- 4A (501 and larger)
Basketball (1A, 2A, 3A, 4A)

C. Reclassification Enrollment Policy
During its spring 2014 meeting and every third spring thereafter, the board will analyze enrollments of member schools based on that school year's October OASIS report, while adding the participation numbers of alternative education program students participating under AS.14.30.365 and AS 14.45.350.

D. Ineligible 5th Year Students:
If a school's enrollment for grades 9-12 for the previous school year is higher than thirty (30) students due to enrolled, ineligible 5th year seniors, as verified by the superintendent, and if the school would otherwise qualify to have 8th grade students participate under Article 12, Section 2.D., (Use of Junior High or Middle School Students), the superintendent may request that the ineligible 5th year seniors not be included in the total number enrollment for the purposes of this section."

After forgiveness for ineligible 5th year students has been granted, schools will be assigned to classifications. Schools which will be reclassified to a higher level under this policy may appeal the reclassification based on the average enrollment data for the current and 2 previous years. Schools which are reclassified will remain in their current classifications until the beginning of the second school year (2015-16), at which time they will move to their new classifications. Schools will remain in their new classifications for three years, at which time the cycle begins again.

E. Unforeseen Circumstances:
The Association may consider an appeal of this policy by the school's superintendent for unforeseen circumstances. This may include emergency transfers which affect a school's classification.

Classification Time Schedule
April 2014 – check enrollments/reclassify schools/schools may appeal
2014-15 – schools remain at current classifications
2015-16 – schools move to new classifications
2016-17 – schools remain at current classifications

April 2017 – check enrollments/reclassify schools/schools may appeal
2017-18 – schools remain at current classifications
2018-19 – schools move to new classifications
2019-20 – schools remain at current classifications

April 2020 – check enrollments/reclassify schools/schools may appeal
2020-21 – schools remain at current classification
2021-22 – schools move to new classifications
2022-23 and thereafter - etc.

Narrative Example:
Smith High School is a 2A school with an enrollment of 155 in April of 2014 (including alternative education program students). There is no request for forgiveness so the board reclassifies Smith High School to 3A beginning in 2015-16 (the school remains at the 2A level in 2014-15). Smith High School is 3A school in 2015-16, 2016-17 and 2017-18. During the April 2017 board meeting, the school's enrollment is 149 and the board reclassifies the school to 2A beginning in the 2018-19 school year. The school remains at the 2A level for 2018-19, 2019-20 and 2020-21. During the April 2020 board meeting, the school's enrollment is 145 and so the school remains in the 2A classification and a new three year cycle begins in the 2021- 22 school year.

3. ASAA Outsourcing Policy

These procedures or guidelines have been developed to aid schools or districts that are considering moving an interscholastic program from school sponsorship to community sponsorship.

- A District or school contact person must be identified, and that name forwarded to ASAA.
- All ASAA rules and procedures must be reviewed and followed by outsource agency.
- Coaches' training will be required as of other coaches (Alaska Coaches Certification Program)
- National Federation playing rules books will be provided to coaches when appropriate.
- ASAA approved playing rules must be followed.
- District or school has the right of approval and the responsibility of supervision of coaches.
- Outsource agency contact with ASAA should be channeled through the district or school.
- District or school abide by ASAA Bylaw, Article 6, Contest Rules, Section 4, Contest and Event Supervision, which states:

> Each participating school must have present at a contest or event a certified faculty representative, as defined in Article 10, Section 2, who is responsible for the conduct of its participants and students throughout the contest. Host schools must have an administrator or designee in attendance.

4. Proof of Residence Change

For transfer purposes, at least two of the following three are required as proof of residence change: Alaska Driver's License, Voter Registration Card, and Permanent Fund Application.

5. E-Mail Policy

In line with traditional business practices, ASAA will respond to appropriate email correspondence as time allows. Please include your full name, affiliation, mailing address and phone number in your email. ASAA will not respond to email containing: 1) Student eligibility questions or 2) Profanity. If the content of your email requires a response from a school or district administrator, we will forward your email message accordingly. We appreciate your taking time to contact our office.

6. ASAA Passes Policy

ASAA offers an Association pass to schools to purchase for $50 each. This pass will allow the bearer entrance into any regular season event, regional or district event, and any and all state tournaments for the year. The pass will be available for all certified coaches, athletic/activities directors, school board members, and school administrators. ASAA will personalize each pass as they are ordered by the school and that person will need to show ID when using the pass.

7. Board Meeting Expenses Policy

The ASAA Board of Directors has determined that regions or sending organizations will provide transportation, hotel costs and per diem for members to attend Board meetings. ASAA will provide rental car and hotel accommodations if needed.

8. Fiscal Year

August 1 - July 31

9. Capitalization Policy

Fixed assets are stated at cost. Expense for maintenance and repairs are charged to expense as incurred and major renovations are capitalized. All expense for equipment in excess of $500 are capitalized and depreciation is provided over the estimated useful lives of the assets on a straight-line basis. All donated fixed assets are capitalized at fair market value or estimated value at time of receipt.

10. Gold Lifetime Pass

ASAA has a program under which those individuals who have made an extraordinary contribution to high school activities in Alaska and/or at the national level may be selected as recipients of an ASAA Gold Lifetime Pass.

Qualifications: Significant service to high school students of Alaska through demonstrated leadership for at least twenty (20) years at the state and/or national level. Served as activities administrator, coach/director/advisor, official, community supporter, or committee member.

Number: Up to six recipients each year, with not more than one per region.

Selection Process: Each region may solicit nominations and recommend its recipient to the Board of Directors. The Board of Directors will make the final selection of recipients during its Spring meeting.

RECIPIENTS
Since 2001:

REGION 1

Don LeClair, - Dillingham - 2005
Dan Eide, Elim - 2006
Bob Morris, Bethel - 2007
Bob Harcharek, Barrow - 2008
Robert Rychnovsky, Newhaven - 2009
Jim Hickerson, Unalakleet - 2010
Bill Jack, Nome - 2011
Harry Ferguson, Chevak - 2012
Gary Baldwin, Bethel - 2013
Bruce Lee, Sand Point - 2014
Billy Strickland, Bethel - 2015
Carlton Kuhns, Bethel - 2016

REGION 2

John Lindeman, Ninilchik - 2007
Bernie Clark, Ninilchik - 2008
Larry and Jane Buskirk, - Su-Valley 2009

Dan Lehman, Ninilchik - 2010
Marylee Kauffman, Galena - 2011
Matt Clark, Talkeetna - 2012
Chuck Hugney, Nenana - 2013
Bruce Gunderson, Talkeetna - 2014
Dean & Karen Overbey, Nenana - 2015
Rick MusGrove, Cook Inlet Academy - 2016

REGION 3

Joe Floyd, Kodiak 2001
Doug Bean, Retired 2006
Dan Gensel, Soldotna 2008
Roger Steinbrecher, Seward 2009
Craig Jung, Kenai 2010
Roger Nellis, Wasilla 2011
Allan Howard, Soldotna 2012
Dick Shellhorn, Cordova 2013
Lebron McPhail, Palmer 2014
Renee Henderson, Kenai 2014
Cliff Draper, Seward 2015
Chuck Boerger, Grace Christian 2016

REGION 4

Cleveland Zachary, Anchorage — 2001
Don Stump, Anchorage — 2002
Jim Mason, Anchorage — 2004
Richard Mize, Anchorage — 2005
Tom Huffer, Sr, Chugiak High School 2006
Joanne Starzec, Anchorage 2007
Dave Kolesky, 2008
Larry Whitmore, 2009
Don Kassube, Anchorage 2010
Bill MacKay, Anchorage 2011
Marva Luhres, Anchorage 2011
Don Winchester, Anchorage 2012
Rick Volk, Eagle River 2013
Craig Walker, Anchorage 2014
John Gaskins, Anchorage-2016

REGION 5

Pete Willburn, Thorne Bay 2001
Ron Gleason, Juneau 2002
Herbert "Herbie" Didrickson, Sitka 2003
Gil Truitt, Sitka 2003
Dwayne Davies, Kake 2004
Lyle Sparrowgrove, Sitka 2006
George Houston, Juneau 2007
Jack Eddy, Petersburg 2008
Doug Rhodes, Craig 2009
John Wray, Juneau 2010
Mike Hirai, Sitka 2011

Bill Chalmers, Juneau 2012
Stu Merchant, Craig 2013
Rod Nutting, Sitka 2014
Gary Matthews, Haines 2015
Monte Buness, Wrangell 2015
Joe Klushkan-Yakutat.2016

REGION 6

Jim Holt, Fairbanks 2001
Dale Kephart, Anchorage 2007
Sam McCormick 2008
Gary Drexler 2009
Vern Dulany – Fairbanks 2010
Joe Tremarello – Fairbanks 2011
Ted DeLeon – Fairbanks 2012
Bart LeBon – Fairbanks 2013
Vince Fantazzi – Fairbanks 2014
John Tobin – Fairbanks 2015
Milo Griffin, Fairbanks 2016

11. Alaska High School Hall of Fame

In recognition of ASAA's 50th anniversary in 2006, the Board of Directors established the Alaska High School Hall of Fame to recognize those athletes, activity participants, coaches, directors, officials, adjudicators, school administrators and contributors who have made outstanding contributions to interscholastic sports and activities in Alaska.
For more information, log on to http://www.alaskahalloffame.org or http://www.asaa.org.

2006 INDUCTEES

ATHLETE
- John Brown - Ketchikan High School - 1968
- Don Clary - East Anchorage High School - 1975
- Mike Cronk - Walter Northway High School - 1987
- Herb Didrickson - Sheldon Jackson High School - 1946
- Steve Frank - Austin Lathrop High School - 1973
- Elizabeth "Betsy" Haines - East Anchorage High School - 1978
- Nina Kemppel - West Anchorage High School - 1987
- Rocky Klever - West Anchorage High School - 1977
- Chuck Kopp - Cook Inlet Academy - 1983
- Trajan Langdon - East Anchorage High School - 1994
- Butch Lincoln - Kotzebue High School - 1991
- Aelin Peterson - West Valley High School - 1992
- Mark Schlereth - Robert Service High School - 1984
- Brian Swanson - Chugiak High School - 1994
- Molly Tuter - Soldotna High School - 1993
- Kristy Klinnert Waythomas - Kodiak High School - 1987
- Gary Wilken - Austin Lathrop High School - 1964

COACH
- Tom Huffer, Sr - Chugiak High School - 1969-99

ADMINISTRATORS
- Gil Truitt - Mt. Edgecumbe High School
- Les Wells - Anchorage School District/ASAA

CONTRIBUTOR
- First National Bank Alaska

2007 INDUCTEES

ATHLETE
- Gary Beller - West Anchorage High School - 1968
- Carl Blackhurst - Haines High School - 1996
- Yohance Humphrey - Chugiak High School - 1997
- Brit Jacobson Reid - Chugiak High School - 1994
- Ron Pollock - West Anchorage High School - 1968
- Emily Ransom Golick - Seward High School - 1994
- Sarah Olerud Swinton - Haines High School - 1986

ADVISOR/DIRECTOR
- Karen Grussendorf - Sitka High School - 1967-1998

COACH

Joe Floyd - Kodiak High School - 1955-1981
Don Hather - Hoonah/Tok/Skagway High Schools - 1975-1997
Buck Nystrom - Eielson/North Pole High Schools - 1975-2006
Dick Thompson - Dimond/Service High Schools - 1970-1998
Larry Whitmore - Bartlett High School - 1973-1991
William “Bill” Wiltrout - Anchorage/Homer High Schools - 1954-1979

CONTRIBUTOR

Dave Brann - Homer High School

2008 INDUCTEES

ATHLETE

Ann Berdahl - Nikiski High School - 1997
Jeannie Hebert-Truax- Monroe Catholic High - 1988
Gary Steeby - Chugiak High School - 1974

COACH

Robert “Bob” Boudreaux - Soldotna High School - 1973-98
Dwayne Davies - Kake/Mt Edgecumbe/Wrangell - 1975-90
Reilly Richey - Juneau-Douglas High School - 1990-04
John W. Tobin - North Pole High School - 1976-97
Alice Witte - Homer High School - 1975-94

CONTRIBUTOR

James “Whizzy” Whisenhant - Lathrop High School - Nordic Ski

2009 INDUCTEES

ACTIVITY PARTICIPANT

Peter Hilts - Susan B. English School - 1984
Michael More - West Anchorage High School - 1965

ATHLETE

Myra Harris - Frank A. Degnan School - 1996
Matt Matson - West Valley High School - 1994
Mara Rabinowitz - West Valley High School - 1984
Mao Tosi - East Anchorage High School - 1995

COACH

Dan Eide - Valdez High School - 1977-2002
Lynn Roumagoux - Dimond High School - 1969-81

OFFICIAL

John T. Jones - Anchorage - 1976-1998

CONTRIBUTOR

Stan Smith - Spenard Builders Supply

LIFETIME ACHEIVEMENT

Richard McCormick - Douglas/Lathrop/Nome/Wrangell - 1951-1965

2010 INDUCTEES

ATHLETE
Carlos Boozer, Jr. - Juneau-Douglas High School - 1999
David Killpatrick.- West Anchorage High School - 1990
Larry Martin - Homer High School - 1969

ACTIVITY SPONSOR
Roy McPherson - Ketchikan High School - 1972-82

CONTRIBUTOR
AT&T Alaska

2011 INDUCTEES

ATHLETE
Scott Gomez - East Anchorage High School - 1996
Matt Hemry - Dimond High School - 1986
Sam Hill - Kotzebue/Nikiski High Schools - 1996
Tom Huffer Jr. - Chugiak High School - 1985
Jessica Moore - Colony High School - 2000
Kikkan Randall - East Anchorage High School - 2001
Sarah Sullivan Afoa - Dimond High School - 1979

ADMINISTRATOR
Richard “Dick” Mize - Anchorage School District - 1964-1992

OFFICIAL
James Mason - Anchorage - 1968-1997

CONTRIBUTOR
Leroy “Woody” Wenstrom – West Valley/North Pole/Lathrop - 1975-2005

2012 INDUCTEES

ACTIVITY PARTICIPANT -
Vivica Genaux - West Valley High School - 1987
Richard Cooper - Haines High School - 1984
Roger Schmidt - Sitka High School - 1987

ATHLETE
Steve McSwain - East Anchorage High School - 1983

COACH
Ed Blahous - Chugiak High School - 1983-2002
Paul Brauneis - Chugiak High School - 1985-1995
Mike Smithers - Ketchikan High School - 1975-1987
Craig Yung - Kenai Central High School - 1976-1999

ADMINISTRATOR
John Andrews – Kenai Peninsula School District - 1989-2001

OFFICIAL
Jim Paxton - Anchorage - 1972-2004

CONTRIBUTOR
Nordic Skiing Association of Anchorage
Alaska Commercial Company (AC)

2013 INDUCTEES

ATHLETE
Edward Blahaus, Jr. - Chugiak High School - 1985
Mia Costello - West Anchorage High School - 1986

COACH
Roger Nelles - Delta Junction/Wasilla High Schools - 1971-1999
Catherine Rhodes - Colony/Wasilla High Schools - 1983-2005
Joe Tremerallo - Lathrop High School - 1960-1968
Chuck White - East Anchorage/West Anchorage HS - 1965-2010

ADMINISTRATOR
Ron Gleason -Angoon/Juneau-Douglas High Schools - 1975-1999

LIFETIME ACHIEVEMENT
Steve Ivanoff - Unalakleet

2014 INDUCTEES

ATHLETE
Whitney Leman Schollenberg - Ninilchik School - 2003
Steve Simmons - Chugiak High School - 1985
Archie Young-Wrangell High School-1991

ACTIVITY SPONSOR
Richard “Dick” Barker - Tok/Bethel High Schools - 1970-1987
Pauline Souter - Chugiak High School - 1981-2007

COACH
Donna Dooley - Dimond High School - 1997-2003
Virgil Hooe - West Anchorage/Service/South High Schools - 1976-2003
Boyd “Dan” D. Leman - Ninilchik School - 1990-2008
Dave Reeves - Dimond High School - 1974-1994
Bruce Shearer - Kenai/Chugiak/East Anchorage High Schools - 1979-2000

OFFICIAL
Don Kasysube - Anchorage - 1970-2008

2015 INDUCTEES

ATHLETE
Chris Kuper - Dimond High School - 2001
Jeremiah Richards - Palmer High School - 1997
Reggie Tongue - Lathrop High School - 1992

COACH
Ted DeLeon - West Valley High School - 1962-1975
Lancer Smith - Palmer/Colony High Schools - 1973-2000

Dave Schroer - Homer High School - 1958-1982
Rex Rock - Pt. Hope High School (Tikigaq) - 1979-2010
Mike Zibell - Noorvik High School (Aqqaluk) - 1994-2010

ADMINISTRATOR
Roger Steinbrecher - Seward/Sand Point High Schools - 1990-1997

CONTRIBUTOR
Alaska Airlines
Nordic Ski Club of Fairbanks

2016 INDUCTEES

ACTIVITY PARTICIPANT
Victor Barranco -North Pole - 2001

ATHLETE
Chad Bentz - Juneau-Douglas - 1999
Casey Flair - East Anchorage - 2004
Ian Ptizman - Homer - 1986
Jed Wade - Wasilla - 2004

COACH
Don Erickson - Covenant High School - 1965-1974

ADMINISTRATOR
Dave Dirksen - Wrangell/Annette Island School Districts - 1982-2002
Gary Matthews -Haines/Alaska School Activities Association - 1968-2014

12. Play for Keeps - Tobacco, Alcohol and Controlled Substances (TAD) Policy

In order to ensure adoption of consistent tobacco, alcohol and controlled substances policies by member schools and districts, ASAA requires that member schools and districts adopt the following policy for their enrolled and alternative education program students who are participating in interscholastic activities. This is intended to set forth minimum restrictions and penalties, subject to greater or additional restrictions or penalties which may be adopted by member schools or school districts.

1. Prohibited Conduct: The possession, distribution or use of any tobacco products, including "E" or electronic cigarettes, alcohol and controlled substances (as defined in Section 10 of this policy) by a student-athlete or activity participant, whether it occurs on or off school property, is prohibited and shall result in the penalties set forth herein.

2. Time Period During Which Policy Applies: The policy in this section applies to any student who is participating or has participated in interscholastic activities starting from the student's first participation in interscholastic activities, at any ASAA member school, and continuing until the student graduates from high school. This policy applies during "calendar days" as defined in this section. The policy first went into effect on July 28, 2008.

3. Educational Component: The educational component is a critical part of the policy and is comprised of four parts; Pre-Participation Orientation, First Offense, Second Offense, and Third Offense. ASAA will provide the first three parts of this component to member schools on DVD and through the ASAA website. An overview of each part is included under Section 10. Definitions.

4. Cumulative and Progressive Penalties: Violations of this policy will be cumulative and progressive, as described in the following paragraph, throughout a student's high school years. If a student transfers from one ASAA member school to another ASAA member school, the student's cumulative violations will accompany such transfer and shall be the basis for any additional penalties should further violations occur.

5. Minimum Penalties for Violation of this Policy: Minimum penalties for violations of this policy are:

First Offense - The student will be suspended from interscholastic activities and practice for 10 (ten) calendar days (as defined in Section 10). Fifty (50) percent of the suspension will be forgiven and the student may return to practice if the student and parent/guardian complete the First Offense educational component.

For tobacco use, if a student under the First Offense Penalty violates the Tobacco Rule within the 10 (ten) calendar day period of suspension, the student's period of suspension will start over again; the First Offense educational component will become mandatory, and no forgiveness will be granted. This process will continue until the student has demonstrated 10 (ten) calendar days without a subsequent tobacco violation. A student who has not completed a suspension or re-suspension under the first Offense Penalty for violation of the Tobacco Rule does not become subject to imposition of penalties under a Second, Third or Fourth Offense for violation of the Tobacco Rule, until the student has completed all suspensions and re-suspensions under the First Offense Penalty for tobacco use. A student serving a First Offense Penalty under the Tobacco Rule is, however, subject to immediate imposition of a Second Offense Penalty to the extent this is based upon violation of the non-tobacco prohibitions under this Policy.

Second Offense - The student will be suspended from interscholastic activities and practice for forty-five (45) calendar days. Both the student and parent/guardian must complete the Second Offense educational component prior to the student's return to competition and there will be no forgiveness of

calendar days of suspension. While under the period of suspension, the student may return to practice after completion of the Second Offense educational component. A student may need additional days of practice before returning to competition (See Article 7, Section 5).

Third Offense - The student will be suspended from interscholastic activities and practice for six (6) months. Both the student and parent/guardian must complete the Third Offense educational component prior to the student's return to competition and there will be no forgiveness of calendar days of suspension. While under the period of suspension, the student may return to practice after completion of the Third Offense educational component. A student may need additional days of practice before returning to competition. (See Article 7, Section 5).

Fourth and Subsequent Offenses - The student's privilege to participate in interscholastic activities and practice is revoked for one (1) year. Both the student and parent/guardian must complete the Fourth Offense educational component prior to the student's return to competition and there will be no forgiveness of calendar days of suspension. A student may need additional days of practice before returning to competition. (See Article 7, Section 5).

These are minimum penalties which may be increased by the member school or member school district, based upon (1) the nature of the violation, (2) the extent to which it occurs on school property or during school activities, and (3) the extent to which it arises in the context of the student's participation in interscholastic activities. Penalties shall be imposed beginning on the first calendar day following a determination that a violation has occurred, except to the extent a school's appeals policy permits a student to continue to participate pending final determination of any appeal filed by the student under such policy. In such case, penalties shall be imposed on the first calendar day following a determination on appeal that a violation has occurred. A student shall be considered ineligible during each calendar day in which a penalty is imposed.

6. Determination of Violations: In implementing this policy, it will be the member school's responsibility to determine the nature and extent of a violation, to impose and enforce any penalty, to report each violation to ASAA on a standardized form, and to maintain records of all violations by each student occurring after the student's first participation in interscholastic activities. A member school's determination that a violation has occurred and its imposition of penalty may not be appealed to ASAA. If a member school or member school district reverses a determination of violation, it shall promptly notify ASAA of such reversal. Alleged failure of a member school or district to enforce this policy may not be the basis for either a report of rules violation to the Executive Director or of a member school's protest against another school, under the ASAA Bylaws.

Violations and penalties are to be based upon noncompliance with the policy by the student participant, by the student's parents/legal guardians, or both, provided however, that where a violation is based solely upon action or inaction of the parent or legal guardian and not of the student participant, under circumstances completely beyond the control of the student and where it would be manifestly unfair to disqualify the student on this ground, the member school may, at its discretion, withhold imposition of a penalty against the student.

7. Violations Reported to ASAA and Confidentiality Requirement: After determining that an enrolled student, or an alternative education program student who has been granted eligibility at a member school, has committed a violation, the member school shall report the violation to ASAA on the required form. ASAA will provide a School Report of Violation Form to member schools and districts. Member schools and districts must report to ASAA a violation of this policy within 3 calendar days of determination that such violation has occurred. A report of violation must show all violations which occurred at the member school or district and the dates thereof, including the specific basis upon which a determination of violation was made. It is ASAA's intention to maintain the confidentiality of all such reports. As such, information concerning a student's previous violations will be disclosed by ASAA only to an administrator of the member school which the student is attending. A school administrator to whom such information

has been disclosed may exercise discretion to provide such confidential information as is appropriate to the student's coach or other activity administrator, but only to the extent that such information is provided in a good faith effort to prevent violations and to assist the student in maintaining a lifestyle free of tobacco, alcohol and controlled substance use, and to maintain eligibility to participate in interscholastic activities. An administrator who provides any confidential information to a student's coach or other activity supervisor shall assure that such person will use the information only in communications with the student and shall otherwise maintain strict confidentiality of the information. ASAA's records of violation shall be made available to the student and/or the student's parent or legal guardian upon written request.

8. Student and Parent/Guardian Acknowledgement: ASAA will provide a Student/ Parent/Legal Guardian TAD Acknowledgement Form to member schools and districts. The form will explain the policies of this section and penalties for violations. The form must be signed by the student and the student's parent or legal guardian, and requires that the student and parent or legal guardian acknowledge that they have read and understand the terms of the policy, including the potential penalties for violations, and that it requires the school to report such violations to ASAA. The form will require that the student and parent or legal guardian agree to be bound by these terms. Prior to each season in which a student participates in interscholastic activities, a copy of the signed form must be returned to the school before the student is permitted to participate. Member schools shall keep a copy of the signed forms on file. This means, that although a student will be required to view the orientation video only once per year, the signed acknowledgement forms must still be turned into the office prior to each season of participation.

9. Students Emancipated by Age or Marriage: The requirements in this policy that a parent or legal guardian sign the Student/Parent/Legal Guardian TAD Acknowledgment Form and that require that a student's parent or guardian participate in the Pre-participation Orientation or in mandatory education arising from an offense do not apply to a student who has obtained the age of 18 (eighteen) years, or who becomes married if the student has reached the age of 16 (sixteen).

10. Definitions: As used in this section, terms are amended as follows:
Electronic "E" Cigarettes - E-cigarette" means any electronic oral device, such as one composed of a heating element, battery, and/or electronic circuit, which provides a vapor of nicotine or any other substance, and the use or inhalation of which simulates smoking. The term shall include any such device whether manufactured, distributed, marketed, or sold as an e-cigarette, e-cigar, e-pipe, or under any other product name or descriptor."

Calendar Days – Each day, including weekends and holidays, during the member school's school year. Additionally, if a student participates in any interscholastic activity, including practice, outside of the school year, then the entire period of such participation, including intervening weekends and holidays, counts as calendar days for such student.

Controlled Substance – Any substance appearing on the list of Controlled Substances identified by the federal Office of the Drug Enforcement Administration or as set forth in 21 U.S.C. Section 812, unless the student's usage of such substance is consistent with a physician's prescription for the student's usage. The DEA list of Controlled Substances appears on its internet website at http://www.deadiversion.usdoj.gov/schedules/index.html#list . ASAA will endeavor to provide member schools with an updated List of Controlled Substances; however, for purposes of ASAA's policy, the current list maintained by the DEA is controlling. In addition, any substance listed as illegal or restricted by Alaska statute or regulation, or classified as a "designer drug" by the federal Office of the Drug Enforcement Administration or by Alaska statute or regulation, shall be considered a controlled substance for the purposes of this policy.

Report to ASAA – Violations must be reported to the ASAA office within three days via the Electronic Reporting System.

Suspension – As defined in Article 5, Section 1 (A) (6) of ASAA bylaws.

Educational Component – A series of DVD's, software and web based training programs and counseling ranging from a pre-participation orientation session to remedial programs for first through third time offenders. These are designed to keep students in school, teach them responsibility, educate them and their parents/guardians on new behaviors and lifestyles, instill accountability, exemplify teamwork, teach positive decision making skills, and keep students eligible for interscholastic activities.

An overview of each part follows:
Pre-Participation Orientation: The Orientation is required of each student participants and parent/guardian annually, at the beginning of the student's first season of the school year, before the student is eligible to participate. This session is a short informative presentation designed to encourage students to maintain a chemical-free lifestyle, and to ensure that students and parents/guardians understand the policy and the consequences for violation. Upon completion of the Orientation, the student and parent/guardian must sign the Student/Parent/Legal Guardian TAD Acknowledgement Form as stated in B. 2. above for the student to gain eligibility. Schools will affirm that this has happened by marking the designated field on the Master Eligibility List.

(Note added for clarification purposes – The board did not change the following provision).
"Prior to each season in which a student participates in interscholastic activities, a copy of the signed form must be returned to the school before the student is permitted to participate. Member schools shall keep a copy of the signed forms on file." (This means that although a student will be required to view the orientation video only once per year, the signed acknowledgement form must still be turned into the office prior to each season of participation).

First Offense: This optional session for students who have committed a First Offense is designed to educate students and their parents/legal guardians on how to make positive decisions that will instill accountability and new behaviors in the students. Upon successful completion of this part by both the student and parent/guardian, 50% of a student's suspension from activities will be forgiven. Students completing the First Offense component may return to practice prior to the completion of the period of suspension.

Repeat violations of the Tobacco Rule during the 10 (ten) calendar days of suspension will result in mandatory participation in the First Offense educational component prior to returning to competition. For repeat violations of the Tobacco Rule only, the Second Offense penalties, if based on violations of the Tobacco Rule, will not be imposed unless there is a repeat violation of the Tobacco Rule after the student has completed all suspensions and re-suspensions under the First Offense.

Second Offense: This required session for students who have committed a Second Offense as well as their parents/guardians, must be completed before a student regains eligibility. It is more in-depth than is presented in First Offense. Students completing the Second Offense component may return to practice prior to the completion of the period of suspension. There is no forgiveness of mandatory suspension and students returning to play after this offense may need additional days of practice prior to competition.

Third,Fourth and Subsequent Offenses: Students who violate this policy for a third or more time have a significant problem. This required session for students who have committed a Third Offense under the rule and wish to regain their eligibility, will target the specific at-risk behaviors and may involve multiple agencies. A student under the Third,Fourth and Subsequent Offenses, educational component must:

- seek assessment and counseling/treatment from a local health care professional,
- successfully complete the recommendations of the care provider and submit a letter from the agency,
- demonstrate a commitment to remain substance free,
- make a presentation to the District School Board requesting reinstatement of interscholastic eligibility,

- notify ASAA through the school administration that all conditions have been successfully completed, and
- request reinstatement by ASAA.

Students completing the Third,Fourth and Subsequent Offenses component may return to practice prior to the completion of the period of suspension.