

# 2023-2024 MANUAL



**NSAA**



**CROSS COUNTRY**



## **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, Jon Dolliver, 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 [jdolliver@nsaahome.org](mailto:jdolliver@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: [jdolliver@nsaahome.org](mailto:jdolliver@nsaahome.org) - Jon Dolliver / 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.

### 2023 Key Dates

Fall Co-op Applications Due-July 1-----Fall Activities Registration Due-July 1			
Start of Practice	Monday	Week 6	August 7
Date of First Contest	Thursday	Week 8	August 24
Last Allowable Competition Times for Class A	Saturday	Week 13	September 30
Deadline for Submitting Competition Times for Class A	Monday	Week 14	October 2
Districts Assigned and Released for Class A	Tuesday	Week 14	October 3
District Entries Due	Monday	Week 14	October 2
NSAA Cross Country Districts	Thursday	Week 15	October 12
NSAA Cross Country Championships	Friday	Week 16	October 20

### Future Dates

Year	First Practice	Date	First Contest	Date
2024	Monday, Week 6	August 12	Thursday, Week 8	August 29
2025	Monday, Week 6	August 11	Thursday, Week 8	August 28

1. The Cross Country season starts the first day of practice, August 7, 2023.
2. The season ends with the NSAA Cross Country Championships, October 20, 2023.

### 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.

**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.***

#### **2.12 COACHES AND SPONSORS**

- 2.12.1 School's Responsibility. The entire management of a school's activity program must be under the control of school authorities, and any team competing in interschool competition must be under the direction of a member of the school's faculty.
  - 2.12.1.1 When a team or individuals from a school compete in interschool competition, the team or individuals must be accompanied by the head coach, or assistant coach as defined by the rules, or a school administrator, or certificated faculty member.
- 2.12.2 Head Coach, Assistant Coach, or Sponsor. In order to serve as a head or assistant coach or sponsor of any activity sponsored by the Nebraska School Activities Association, the individual must possess a valid Nebraska Teaching Certificate or Nebraska Administrative and Supervisory Certificate and have a written contract of employment as a coach or sponsor with the school in which he/she is to perform these duties. (Substitute teaching certificates do not meet this requirement.)

#### **APPROVED RULINGS AND INTERPRETATIONS FOR 2.12.2**

A Nebraska Teaching Certificate shall be defined as any certificate or permit issued by the Nebraska Department of Education that allows an individual to teach.

<https://www.education.ne.gov/tcert/teaching-certificates/>

- 2.12.2.1 Individuals who possess a Provisional Trades Certificate and/or Special Services Certificate endorsed in coaching may be employed by a school district as a head or assistant coach in NSAA sponsored activities.
- 2.12.2.2 The head coach/sponsor, assistant coach/sponsor, or certificated faculty member has the following responsibilities:



1. Supervise the individuals or team representing the school in the competition.
2. Serve as the school's spokesperson in all administrative matters, controversial situations, obtaining medical assistance, talking with representatives of the media and any discussion with contest officials or judges.
3. In basketball, the only individual who is permitted to use the coach's box or approach the scorer's table for a correctable error situation.
4. Be seated on the team bench or within the team area during basketball, volleyball, baseball, football, soccer, and softball contests.
5. Accept awards presented to the school and/or coach.

### **APPROVED RULINGS AND INTERPRETATIONS FOR 2.12**

#### ***Concussion in Sports, Heat Illness Prevention, Sudden Cardiac Arrest Education***

*All coaches, activity sponsors, and volunteers are required to complete the NFHS Concussion in Sports, Heat Illness Prevention, and Sudden Cardiac Arrest Training courses at least once every three years. 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. All first year coaches are required to complete all three courses prior to the start of the activity season which they are to coach.*

#### **Obtaining Special Services Certificate for Coaching:**

1. Complete (2) online NFHS courses at [www.nfhslearn.com/courses](http://www.nfhslearn.com/courses).
  - Fundamentals of Coaching
  - First Aid, Health and Safety for Coaches
2. Fingerprint cards are required if you have not continuously lived in Nebraska for the past five (5) years.
3. Complete the Nebraska Department of Education Special Services Certificate application at [www.education.ne.gov/TCERT](http://www.education.ne.gov/TCERT).
4. Submit original certificates to the Nebraska Department of Education indicating completion of the NFHS Fundamentals of Coaching & NFHS First Aid, Health and Safety for Coaches.
5. The Nebraska Department of Education will send the Special Services Certificate electronically to the individual's email address included on the application.
6. The certificate will be valid for five (5) years and can be renewed.

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

2.12.3.1 The individuals must have a job description.

2.12.3.2 The individual shall not initiate nor change instruction given by the head coach and must carry out specific directions given by the head coach.

2.12.3.3 The individual may assist in starting, executing, and completing the specific plan of the learning experience as defined and directed by the head coach.

2.12.3.4 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.

2.12.3.5 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.

2.12.3.6 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.

## **NSAA Athletic Bylaws and Approved Rulings**

2023 National Federation of State High School Associations (NFHS) Track and Field and Cross Country Rules and 2023-24 Nebraska School Activities Association (NSAA) rules and regulations shall govern all Cross Country competitions.

### **3.1 SPORTS SEASONS**

3.1.1--Interscholastic 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."

- 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 Summertime Participation.** "Summertime" shall be defined as the Tuesday following Memorial Day to July 31. During the "summertime" there shall be no restrictions on the amount of contact between students and high school coaches. Attendance shall be voluntary, and coaches/school representative may not directly or by implication require a student to attend "summertime" activities as a condition for membership on a high school team or restrict the level of team participation within the high school program.

#### **APPROVED RULINGS AND INTERPRETATIONS FOR 3.2.7**

The school year out-of-season period begins on the date of the official start of fall practices. Summer activities are regulated between the Tuesday following Memorial Day and July 31. Between the end of the summer activities period and the start of the school year, out-of-season period (August 1 through the official start of fall practices), the following shall apply:

1. The organized practice rule shall be in effect;
2. Conditioning programs may be held;
3. Attendance at commercial camps and clinics is permissible, but the organized practice rules shall be

- in effect for such camps and clinics; and
4. No school-sponsored clinics or camps may be held.
  5. Due to safety concerns, schools may permit the use of football helmets and softball and baseball protective equipment for summer leagues, camps, clinics, and other summer activities.

3.2.7.1 NSAA Catastrophic Insurance does not cover coaches/students/schools during the summertime period.

**3.2.7.3 Summertime Conditioning Program.** A member school may organize and supervise a summer conditioning program to include weightlifting, running, and exercising. Conditioning sessions shall be no longer than 75 minutes in length per day or no more than 5 hours per week, and no student shall participate in more than one such session per day.

***APPROVED RULINGS AND INTERPRETATIONS FOR 3.2.7.3***

Conditioning sessions organized and run by members of the school’s coaching staff are subject the 75-minute limitation. Students, for example, who work out on their own at the school facility in weightlifting, general calisthenics, running, or agility-type exercises shall not be considered to be involved in an organized conditioning program.

**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.

**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.

### **Accommodations For Students With Disabilities**

Each state association may, in keeping with applicable laws, authorize exceptions to NFHS playing rules to provide reasonable accommodations to individual participants with disabilities and/or special needs, as well as those individuals with unique and extenuating circumstances. In order to determine if the NSAA can authorize such an accommodation, the school administration should contact the NSAA to request an accommodation hearing.

### **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:

1. 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.
2. 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.
3. 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.

### **Additional NSAA Rules**

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

### **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.
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NOTES: 1. Consideration should also be taken for any practices conducted in hot and humid weather in non-air cooled facilities.

2. Consult the WBGT Chart or 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

2023 NSAA Classifications for Cross Country are listed on the NSAA web site, [http://nsaahome.org/](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 top 60 schools will be split into Class A and Class B.
3. Schools with a total enrollment of 850 and above will be in Class A and the remaining schools will be placed in Class B. **NOTE:** Classifications will be done on a yearly basis, except for Class A, which will be done on a two-year classification. 2022 was the 1<sup>st</sup> year of the two-year Class A classification period.
4. The next 60 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

2023 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 and B will have four districts, Class C will have five districts and Class D will have six districts.

### Class A

Class A are those schools that are registered for cross country with a total enrollment of 850 or more. They will be assigned to four districts, using the average of each team's two fastest times. Total times will only be 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 and non-Nebraska high schools 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. 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.

Saturday of NSAA Week 13 is the last day of competition that times may be accepted. Class A coaches must submit their times by Monday before midnight CST of NSAA Week 14. 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 to host districts. Districts will be assigned the Tuesday of Week 14. Site 1 will host two districts and site 2 will host two districts.

### **IN EVEN YEARS—**

1. The girls will be placed in four districts using the serpentine method based on the girls' total time rankings.
2. 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.
3. The NSAA will pair district sites within the serpentine process.
4. 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.
5. 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.

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

### **Class B**

Schools will be assigned to four geographical districts. Districts B4 and B3 will be serpentine on their two fastest times from the season. Districts B2 and B1 will be serpentine on their two fastest times from the season. Total times will only be accepted from varsity races at meets with at least five teams. All times must be submitted. The course must be at least 5,000 meters. Coaches submitting team times from Nebraska high school hosted meets and non-Nebraska high schools 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. 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.

Saturday of NSAA Week 13 is the last day of competition that times may be accepted. Class B coaches must submit their times by Monday before midnight CST of NSAA Week 14. Teams missing this deadline will be seeded by the NSAA at their discretion. Class B schools will need to submit a request to host to the NSAA. The NSAA will select two sites to host districts. Districts will be assigned the Tuesday of Week 14. Site 1 will host two districts (B1 and B2) and site 2 will host two districts (B3 and B4).

### **Classes 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 11<sup>th</sup> when the Class D Cross Country Survey has been completed.

### **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.nsaa.org](http://www.nsaa.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 2.
  3. Class A – List no more than seven entries (no alternates). Classes B, C – List no more than six entries (no alternates). Class D – List no more than five 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/>.

### **2023 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 12, 2023. 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 will use the order of running the girls race before the boys race due to the state meet schedule this year.
6. District meets shall not be scheduled on the state meet course, located at the Kearney Country Club.
7. 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.
8. The district facility needs to be handicap accessible and provide reasonable accommodations for individuals with special needs.
9. 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. Providing 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.

### **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 include 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 teams 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.

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.

#### **District Entries**

1. District Entries are due to the NSAA by October 2, 2023. Each District host will need to enter their entries into meet software which is different than the NSAA District Entry requirement.
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 and C schools may enter no more than six individuals. The four with the lowest score will be used to determine the team championship.
4. Class D schools may enter no more than five individuals. The three with the lowest score will be used to determine the team championship.
5. Class A schools may enter fewer than five individuals, Classes B and C, may enter fewer than four individuals, and Class D may enter fewer than three 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**

The length of the course shall be 5,000 meters for both boys and girls.

#### **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**

This should be in the hands of the coach at least three days before the meet. It should include:

1. Any special ground rules necessary because of unusual terrain.
2. A diagram of the course or instructions explaining the course.
3. A diagram of the chute, with an explanation of the finish.
4. Equipment notices:
  - a. Contestant must have a regulation track uniform.
  - b. Spiked shoes are permitted; however, it is recommended that spikes not be more than one-half inch in length.
5. Instructions regarding location and use of dressing rooms, locker assignments, and showers.
6. Instructions to coaches and team managers concerning crowding around finish line and chute.
7. Position of numbers on runner--numbers should be on front.
8. Special instructions to be issued to visiting spectators.
9. Time and place of meet.
10. 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 5,000 meters for boys and for girls for both the district and state meets.

#### 8.1.1 Flag Designations:

- a. A red flag indicates a turn to the left. Runners must stay on the right side of the flag.
- b. A yellow flag indicates a turn to the right. Runners must stay on the left side of the flag.
- c. A blue flag indicates a course straight ahead. Runners may run on either side of the flag.

#### 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.

## **MEET OFFICIALS**

**ART. 2 ... Referee**—The referee shall make final decisions concerning questions which are not specifically placed under the jurisdiction of other officials, other irregularities and shall disqualify any runner for violation of the rules. (8-6)

**ART. 3 ...** Prior to the meet, the referee shall, either by a meeting or written communication, address the following with all head coaches and team captains:

- a. All team members are expected to exhibit good sporting conduct.
- b. The head coach shall verify verbally, or in writing, that all of the team's competitors are properly equipped (uniform and equipment) in compliance with these rules.
- c. Any special circumstances, procedures and information pertaining to the meet.

**ART. 4 ... Starter—** Once the teams have been called to the starting line by the starter for final instructions, no further run-outs shall be permitted.

a. The command shall be "On your marks." When all competitors are steady, the starting device shall be fired. For an unfair start, the starter or assistant starter shall recall the runners by firing the starting device. If a runner falls during the first 100 meters due to contact with another runner, the race shall be recalled by firing the starting device.

b. Audio/Visual start: When conditions dictate, the starter may use whistle/flag commands along with the starting device. Because this technique is used with a large number of competitors, it is recommended that the starter take a position well in front of the runners so the competitors can see and to be able to move to the side.

1. Give a brief and concise review of the starting commands and procedures to be used for the start with all competitors immediately before the start.
2. The starter will hold the starting device and red flag parallel to the ground and give a long blast of the whistle. This is the signal for the runners to step up to, but not touch, the starting line and become motionless.
3. The starter slowly raises both arms overhead.
4. When all runners are set and motionless and the recall starters signal with a white flag, the starting device is fired and at the same time, the red flag is motioned downward, indicating the start of the race.

The runners are observed for 100 meters for any reason to recall the race that would constitute an unfair start.

**NOTE:** The use of audio-visual start/count-down time clock is permitted.

**ART. 5 ... Clerk of the Course—**The clerk shall place the teams in proper position on the starting line and give all needed instructions. Also, the clerk should check and enforce uniform, visible apparel and shoe regulations.

**ART. 6 ... Chute Director—**The chute director shall:

- a. Supervise the finish chute during the race finish;
- b. Assign stand-ins (fillers) to replace any runner who falls and cannot continue through the chute after crossing the finish line;
- c. Assign gate controllers when more than one chute is used;
- d. Assign marshals to keep the chute area free of any unauthorized individuals;
- e. Be certain that chute umpires, callers, checkers and timers are in place when the runners finish the race.



**ART. 7 ...** Finish Corral Director has the responsibility to supervise the finish corral during the race finish with the same basic responsibilities as the Chute Director.

**ART. 8 ...** Finish Judges – The finish judges stand outside the chute and on the finish line, and determine the order in which competitors enter the chute. The decision of the finish judges is final and without appeal except for possible action taken by the referee or jury of appeals.

**ART. 9 ...** Chute Umpires – The chute umpires supervise the competitors after the competitors enter the chute and see that each competitor is properly checked to prevent any irregularity in the order of finish. The chute umpires see that all competitors who cross the finish line are given the proper finish order as the competitors go through the chute.

**ART. 10 ...** Caller—The caller calls the number of each competitor in the order of the competitor's proper place in the chute.

**ART. 11 ...** Checkers – The checkers keep a record of the competitors and the order of finish as announced by the caller. In case of conflicts, if two are in agreement, the records from the checkers are accepted. If agreement cannot be reached by at least two of the checkers, the referee makes the final decision.

**ART. 12 ...** Course Umpires—The course umpires observe the activity of the competitors. If any competitor fails to run the proper course or otherwise violates the rules, the umpires report the infraction to the referee.

**ART. 13 ...** Timers—The timers record the times of the competitors who finish. A timer may be assigned at a designated spot along the course to call elapsed times during the race.

**ART. 14 ...** Marshals—The marshals shall keep the competitive area free from all persons except officials, contestants and other individuals authorized by the games committee.

### Numbers

The NSAA will furnish numbers for all districts.

### **SCORING**

#### **Individual Placing**

1. Competitors finishing the race shall be eligible to compete for individual awards and will be ranked as shown in the following table:

Place to Finish	1st	2nd	3rd	4th	5th	Etc.
Points	1	2	3	4	5	Etc.

2. If fewer than five competitors from a Class A school finish, or fewer than four competitors from a Class B, C, or fewer than three from a Class D school finish, the competitors from that school are disregarded in determining the team scores, and all remaining competitors shall be re-ranked in order of finish.

#### **Team Scoring**

1. Although sixth- and seventh-place finishers in Class A, or the fifth- and sixth-place finishers in Classes B and C, and fourth-place and fifth-place finishers in Class D do not score points toward the team total, these finishers, sometimes referred to as pushers, will maintain their rank. While each pusher's individual rank does not count toward the team total, it holds a place so that the rank of the subsequent finishers are pushed up. Thus, their rank is counted in determining the scores of the other teams. The team score in Class A shall be determined by totaling the points scored by the first five finishers of each team. The team score in Classes B and C shall be determined by totaling the

points scored by the first four finishers of each team. The team score in Classes D shall be determined by totaling the points scored by the first three finishers of each team.

2. The team scoring the fewest number of points is the winner.

### **State Championship Qualifiers**

1. The top three teams in team scoring in each district will qualify for the NSAA State Championships.
  - a. The first fifteen runners to finish, whether part of a team or running as an individual will qualify for the State Championship.
  - b. Complete team: Class A, at least 5 runners; Classes B and C, at least 4 runners, Class D, at least 3 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, Classes B and C may run no more than six individuals, and Class D may run no more than five individuals in the State Championship.
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 and C 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.
3. Ties in Class D team scoring shall be resolved by comparing the fourth-place finishers from the tied teams.
  - a. The team with the best fourth-place finisher shall prevail.
  - b. If one team does not have a fourth-place finisher, the team with a fourth-place finisher shall prevail.
  - c. If only three competitors of the tied teams finish, the team scoring shall be resolved by totaling scores of the first three finishers.

## **2023 NSAA CROSS COUNTRY CHAMPIONSHIPS**

### **Eligibility**

Only the teams and individuals qualifying through the district meets are eligible to compete in the NSAA State Championships.

### **Date, Time, and Site**

The NSAA Cross Country Championships will be held at the Kearney Country Club on October 20, 2023.

### **Admission**

1. Each boys' team with qualifiers will receive two coach passes and each girls' team with qualifiers will receive two coach passes.
2. \$8.00 Adults. \$6.00 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 between 4:00-5:00pm on **Thursday, October 19, 2023**, and after 10:00 A.M. on **Friday, October 20, 2023**.

### **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.

### **Championship Director**

1. Jon Dolliver of the NSAA staff will be the championship director.
2. The championship director is responsible for, and has full authority for, the conduct and management of the championship.

### **Championship Referee**

The championship 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 and C shall be determined by totaling the points scored by the first four finishers of each team.
5. The team score in Class D shall be determined by totaling the points scored by the first three finishers of each team.
6. The team scoring the fewest number of points is the winner.
7. If fewer than five competitors from a Class A school finish, or fewer than four competitors from a Class B or C school finish, or fewer than three competitors from a Class 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 finishers in Classes B and C, and the fourth- and fifth-place finishers in Class D, 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 the State Championship 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, six in Classes B and C, and five in Class D.

### **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 and C 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.
3. Ties in Class D team scoring shall be resolved by comparing the fourth-place finishers from the tied teams.
  - a. The team with the best fourth-place finisher shall prevail.
  - b. If one team does not have a fourth-place finisher, the team with a fourth-place finisher shall prevail.
  - c. If only three competitors of the tied teams finish, the team scoring shall be resolved by totaling scores of the first three finishers.

### **Race 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. A copy will be posted outside of the Health and Sports Center.

### **AWARDS**

#### **Individual Honors**

All runners in the NSAA Cross Country Championships 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. Team trophies will be presented to teams placing first and second in each class.
5. Medals will be presented to the competitors placing first through fifteenth in each class.
6. A "gold medal" will be presented to the individual having the best time in the meet regardless of class.
7. Championship team head coaches will receive awards.

- 8. Members of the championship team will receive team medals.
- 9. 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.

<b>Amount per mile</b>	<b>Number of participants/coaches</b>
<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/pointers, 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, arenas, mats, gym floors or pools, 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)