

**AD Hoc Committee
Placement of Charter Schools**

Meeting Minutes October 16, 2007

Attendance (* indicates present)

Committee: Chairman Bob Dinse*
League Reps: Catt: Rick DeKay*
ECIC: Keith Lewis *
Buff: Dave Thomas*, Aubrey Lloyd
Chaut: Steve Penhollow
NO: Bill Stedman*
NFL: Pat Burke*, Paul Lyons
Superintendent Reps: Diane Munro*, Allegany-Limestone
Jeff Rabey, Lake Shore

- 1.0 General discussion took place regarding the charges of the committee.
- 2.0 The draft of the Guidelines for Placement of Charter Schools was revised. (attached)
- 3.0 The next committee meeting will be held November 7, 2007 at 9:00 am at Erie 1 BOCES, West Seneca.

Draft Guidelines for Placement of Charter Schools

NYSPHSAA requires that each Section place Charter Schools in Leagues for the purpose of facilitating the highest quality competitive experience for all students. In response, Section VI has drafted guidelines for use during the 2007-2008, and 2008-2009 school years.

Phase I:

Prior to requesting membership in the Section and placement into a league for competition, Charter School personnel should spend one school year preparing for membership by taking the following steps:

1. Contact Section VI staff ~~no later than~~ prior to September 1 of the school year prior to the desired start of competition.
2. Establish membership in Section VI, and in the NYSPHAA.
3. Become familiar with the regulations of the Commissioner of Education 135.4 and the New York State Public High School Athletic Association. (Key Resource: Triple A Handbook)
4. Become familiar with the structure and governance of Section VI as well as the rules and constitutional procedures of the Section and its leagues.
5. Attend Section VI Athletic Council meetings regularly.
6. Contact individual leagues to request the opportunity to attend league and/or Athletic Director's meetings.
7. Observe contests in sports for which the Charter School plans to field teams.
8. Develop internal personnel policies, procedures, and handbooks to assure the effective management of the coming year's sports seasons.
9. Develop a sort and long range facility plan.
10. Design a draft budget for the coming year and a 3-5 year financial plan.

Phase II:

No later than September 1 of the year prior to the first year of competition, a formal written request must be made to the Section VI for participation in Section VI and potential placement in a league. The request must include the following:

1. Documentation of steps taken in Phase I
2. Enrollment projections for the following three years including maximum enrollments
3. Sports in which the school wishes to complete and at which developmental levels
4. A plan for the future development of their interscholastic program including a time line and flow chart
5. Other plans and objectives for the development of the interscholastic athletic program
6. A signed request by the Board of Education President.

Phase III:

The Section VI Committee responsible for recommending placement of Charter Schools into a league will review requests in consideration of the criteria areas noted below. No single criteria area will be the single determining factor in the placement recommendation. Placement

in a league may be delayed to allow for support of developmental programming that will better prepare students for safe competition in a league. The decision will incorporate all criteria areas.

1. Geographic Location: Consideration will be given to convenience for participating schools and travel time to contests.
2. Enrollment:
3. Strength of Program:
4. Developmental Experiences:
5. Capacity to Sustain Programs:

NOTE: A minimum classification will be established for the school based on the information provided. Adjustments may be made by the Section VI Committee based on increases in strength of program in any or all sports as the program develops.

Phase IV:

1. Upon placement, the administration and coaching staff of the Charter School must willingly accept full fiscal and programmatic responsibility associated with the league in which they are placed.
2. Detailed planning must occur between the new Charter School and League Officials to assure the best possible experience for all student athletes.
3. Each League shall present an annual report on the league placement to the Section VI Committee by mid-April. The Committee will review the reports and make their recommendation for placement for the following year at the May Athletic Council meeting. Annual reports must include the following:
 - a. Win/loss records
 - b. Completion of season
 - c. Follow-through on financial commitments
 - d. Procedural and/or program management issues
 - e. Facilities update
 - f. Sportsmanship
 - g. Other pertinent information as determined by League Officials
4. A Classification Committee should be established to review concerns about the classification of any Section VI member school without geographic borders i.e. Charter Schools.

Placement of Charter Schools

TO BE USED AS TRANSITIONAL GUIDELINES RATHER THAN POLICY AC 5/16/07

Section VI recommends that prior to requesting membership in the Section and placement into a league for competition, the charter school should spend one school year preparing for membership by becoming familiar with the regulations of the Commissioner of Education 135.4 and the New York State Public High School Athletic Association. They should also make themselves aware of the structure and governance of Section 6 as well as the rules and constitutional procedures of the Section and its leagues. This can be accomplished in part by attendance at Section 6 Athletic Council meetings and individual league and/or Athletic Director meetings. An invitation to attend should be requested.

The Ad Hoc Committee responsible for recommending placement of a charter school into a league must review the following issues:

1. Geographic Location:
This is important both for convenience and travel time to contests, however location itself should not be the determining factor for placement.
2. The school must cooperate with the placement committee and league by providing the following information:
 - Maximum enrollment
 - Admission policies
 - A plan for the future development of their interscholastic program including a time line and flow chart
 - Other plans and objectives
3. Classification:
A minimum classification will be established for the school based on the information provided. Adjustments will be made if necessary, based on increases in strength of program in any or all sports as their program develops, if allowed by NYSPHSAA Policies and Procedures.

The administration and coaching staff of the charter school must willingly accept their share of the responsibilities of the league in which they are placed.

The league in which the charter school participates must conduct an annual review of the placement and present a report at the May Athletic Council meeting.