

Massachusetts Public Schools Rowing Association
Procedural Rules Per Section 8 of the By-Laws
(Amended January 2011)

ARTICLE I: PURPOSE

The purpose of this association is to choose public school state champions for the Fall and Spring rowing seasons. Secondary purpose is to promote rowing as a scholastic sport in the Commonwealth of Massachusetts, and to support the development of rowers who attend public school by encouraging the growth of rowing programs throughout the state's public school system. This will include, but not be limited to:

1. Organizing and supporting a process by which Fall and Spring Massachusetts Public School State Champions can be determined,
2. Advancing opportunity in the sport by supporting multiple team structures and encouraging diversity in championship regatta event categories,
3. Facilitating the sharing and dissemination of information pertinent and helpful to all teams whether start-up or established,
4. Providing competition through the State Championship regattas as an avenue for programs to develop speed and improve competitiveness in the broader world of rowing.

ARTICLE II: ELIGIBILITY OF PARTICIPANT ATHLETES

Section 1. Every athlete participating in any Championship event organized by the MPSRA must:

- a. be eligible under the criteria set by her/his respective public high school to compete in after school sports, and
- b. be a "Junior" as defined by "a competitor who in the current calendar year does not attain the age of 19, or who is and has been continuously enrolled in secondary school as a full time student seeking a diploma. A competitor thus ceases to be a Junior after December 31 of the year of his or her 18th birthday, or of the year in which he or she completes the 12th grade of secondary school, having been a full time student, whichever is later," and
- c. compete only for his/her designated MPSRA Participant Program team during the season of the Championship race and for no other teams or clubs whether affiliated or unaffiliated with said MPSRA team.

Section 2. Novice status ends after one calendar year or a consecutive period of one Fall and one Spring season of high school rowing (either Fall-Spring or Spring-Fall).

Section 3. Sculling events may be entered by crews not affiliated with a Participant Program, subject to the following conditions:

- a. all participants within the entry meet the stipulations of Article II, Sections 1a and 1b.
- b. all participants are members of the same school system.
- c. no current MPSRA team serves said school system during the season in question.
- d. all participant crews abide by participant program rules stated in Article III including submission of signed roster and any organizational memberships required by the regatta's insurance. Such membership requirements will be provided by March 1 for the spring regatta and September 1 for the Fall regatta.
- e. Any sculler/sculling boat not affiliated with a MPSRA school must enter as unaffiliated, also listing their school. Such boat will be eligible for medals, but be ineligible for team points.

ARTICLE III: ELIGIBILITY OF PARTICIPANT PROGRAMS

Section 1. Participant Programs must abide by MPSRA team guidelines (see Section 3 below) for all racing throughout the season, but MPSRA will place no further restrictions on which teams Participant Programs may compete against, nor which other regattas Participant Programs choose to compete in.

Section 2. There are (2) types of Participant Programs: Full and Provisional.

Section 3. Each Participant Program, Full and Provisional, must meet the following criteria:

- a. be in accord with the purpose of the MPSRA
- b. all student athletes must be eligible to row (see Article II: Eligibility of Athletes)
- c. be from a defined area subject to the following:
 - i. The team is defined at time of application and will be reviewed for compliance by the Board,
 - ii. A team may draw from a single school. The name must reflect the school.
 - iii. On approval of the board, a team may be made up of multiple schools in one school district, or two single schools in different school districts. The name must reflect all schools.
 - iv. There can only be one team per school. If there is an MPSRA team representing a school district, an individual school may have its own team in that district as well; students from that individual school would be only eligible to compete for the school team, not the district team.
 - v. In case of conflict, the Board will look to the local school to make a preference known.
 - vi. Each Participant Program must be a bona fide team, with a full racing and practice schedule. While a public high school rowing program can institutionally be a subset of a larger club, please note that the public program must have its own organizational memberships as specified in Section 3e, and no student athletes from the program's sphere are allowed to compete as members of the larger club during the relevant championship season.
 - vii. A team must be recognized by the school(s) it serves, though this recognition does not require that the team hold varsity status at the school nor that the school participate in running the team. An individual school may recognize only one MPSRA program as its official team. At the time of application for participation, each team must submit a letter from the school(s) athletic director(s) stating that the program is recognized by the school, and must resubmit a new letter at any time if so requested by the board.
- d. submit roster postmarked by October 10 (fall season) and May 10 (spring season) signed by a principal or athletic director acknowledging that all athletes are bona fide public school students.
- e. be a member of any organization required by the regatta's insurance. Such membership requirements will be provided by March 1 for the spring regatta and September 1 for the Fall regatta.

Section 4. A program will be eligible for Full Participation status once it has satisfied the following conditions:

- a. the program has competed in at least three events at a single championship regatta, at least one of which is on the 1st Varsity level.
- b. the program has completed at least two consecutive years of Provisional Participation.
- c. the Board has deemed the program compliant with the guidelines of Article III, Section 3.

Section 5. A Program is eligible for Provisional Participation upon meeting the requirements of Article III and will be accepted by the following process:

- a. The Program will submit a written petition to the Board by December 15 for the spring season (application posted on website). Petition will include:
 - i. definition of the area covered by the Program
 - ii. contact information for the Head Coach or Program director
 - iii. description of the parent club/organization and its relationship to the Program applying for Provisional Participation.
- b. New programs must meet with the board to discuss the rules and organization of their public high school team prior to submission of petition.
- c. The Board will review the petition for compliance. If the Program meets all criteria outlined under the Eligibility of Programs, it becomes a Provisional Participant.
- d. In the event that a petition is submitted late, a Program may be allowed participation in the current season's regatta if approved by majority vote of the Board. The Board may not approve participation after the registration deadline for the regatta.
- e. Provisional Participation approved by the Board after the general meeting will allow the team to race in that season's regatta but will not count towards the two years of Provisional Participation requisite for becoming a Full Participant Program.
- f. If there is a conflict with a pre-existing MPSRA program, the Board may recommend a solution, subject to Article III, Section 3c guidelines. Conflicts must be resolved before the season is underway. Spring season begins January 1 and ends after USRowing's Youth National Championship Regatta. Fall season begins September 1 and ends after the MPSRA Fall Championship Regatta.

Section 6. All Participant Programs must send a representative from the coaching staff to the annual general meeting. Any program failing to do so for two consecutive years may have its participation revoked for one year at the Board's discretion.

ARTICLE IV: TEAM MANAGEMENT

Section 1. The MPSRA recognizes that the sport of rowing poses unique demands for skill development and training, which differ from many other high school sports. Team structures vary across the league bringing with them a wide variety of strengths and challenges, which are best met by the individual teams themselves. Thus, the MPSRA poses no additional limitations on internal team structure (beyond the eligibility criteria described in this document), training, length of season, or coach supervision hours. As a scholastic governing league, the MPSRA encourages its Participant Programs to work with the schools to ensure adequate academic preparation time for the student-athletes and to work with the athletes to build discipline and time management skills to aid their development as students as well as competitors.

ARTICLE V: CHAMPIONSHIP REGATTAS

Section 1. The MPSRA will support one regatta during each of the spring and fall seasons.

Spring regatta will be held the Sunday after the 4th Saturday in May. Fall regatta will be held the Sunday of the last weekend in October.

Section 2. The primary purpose is to determine the State Champions for the respective season.

Section 3. The secondary purpose is to promote the mission of the MPSRA towards the development of public school rowing.

Section 4. USRowing Rules of Rowing will apply for both regattas unless specified otherwise in these Procedural Rules. All changes to USRowing Rules of Rowing can be over-ruled by the referees officiating at the regatta.

ARTICLE VI: SPRING CHAMPIONSHIP REGATTA

Section 1. Registration for the Spring Regatta closes on May 10. All materials including entries, payments, signed rosters and waivers must be submitted by this date. Penalties for late submission will be as follows:

- a. Entries: Late entries will be accepted at the registrar's discretion. Late entries that effect the number of heats will not be accepted.
- b. Payments: Late payments will accrue a \$50 late fee. If payment is not completed on-line by the regatta date, the team will not be allowed to register. (Please note: only credit card payments will be accepted after the registration deadline of May 10. Checks will not be accepted later than May 10 for any reason. Teams paying late will have to sort out any check hardship issues on their own and must provide a credit card for payment.)
- c. Waivers: There will be a \$5 per waiver fee for waivers submitted after the registration deadline. Paper waivers will be accepted at registration accompanied by the \$5 fee per waiver.

Section 2. Events with less than 4 participants at the close of registration will not run. The registrar will work with affected teams to move crews into alternative events should a race be canceled for under-subscription.

Section 3. Removal of Events

- a. Any event that has been a row-over or not rowed Per Article 5, Section 6, for the past two years will not be run.
- b. Schedule of Events will not be altered in the case of an event's removal.
- c. Upon the written request of three MPSRA programs to the Regatta Director before the close of registration, a previously removed race will be reinstated.

Section 4. Sculling

- a. In order for a sculling event to run at the regatta, the following conditions must be met:
 1. Entries must be received from at least 3 **teams** by the regatta deadline
 2. A minimum of 4 crews must be entered in the event
 3. All sculling boats must meet the seeding requirement of 2 races against 2 different teams (not necessarily MPSRA teams)
 4. Multiple entries from the same team will be allowed as long as they do not create new heats.

Section 5. A Participant Program may not enter a lower boat (2nd, 3rd, etc) for an event unless it has also entered the next highest level in the same category. (i.e. to enter a 2nd Varsity 8, a 1st Varsity 8 must also be entered) The only exception is for a Provisional Participant Program, which will be allowed but not required to boat exclusively 2nd Varsity and lower boats during its first year of Provisional Participation.

Section 6. Medals will be awarded as follows relative to the number of crews physically present at the start line. These numbers do not include scratched entries. (Note: Events are run based on the number of crews registered for an event *at the close of registration*; hence the awarding of medals for events with 2 or 3 boats present at the start. Events with less than 4 participants at the close of registration will not be run):

- a. 2 or 3 boats = 1 medal

- b. boats = 2 medals
- c. + boats = 3 medals

Section 7. Points for the Spring regatta are included in Appendix B.

Section 8. Petite finals will be run in 1st varsity events if there are 3 or more entries in the petite final.

Section 9. Seeding for the Spring Championship will be determined by a seeding committee.

- a. Seeding will be based off results submitted to the seeding committee no later than one week prior to the Regatta. It will be the responsibility of the Participant Programs to submit their own seeding results throughout the spring season.
- b. Each Participant Program will be required to submit (3) separate seeding race results from competition against (3) separate MPSRA teams to qualify for any 1st Varsity 8 or 1st Varsity 4+ event at the Spring Championship.
- c. Each Program will be required to submit at least (2) Seeding Race results against (3) separate MPSRA teams to qualify for all other events.
- d. Seeding Races must meet the following criteria:
 - 1. Only crews racing under the program name recognized by the MPSRA will fulfill the seeding requirement
 - 2. Only races involving (2) or more MPSRA Participant Programs (Full or Provisional) will be considered Seeding Races.
 - 3. Crews may not contain athletes from outside a program's recognized schools during the seeding race (or any season race)
 - 4. Seeding races must be completed in the same boat class the crew plans to race at the MPSRA Championship

ARTICLE VII: FALL CHAMPIONSHIP REGATTA

Section 1. Registration for the Fall Regatta closes on October 10. All materials including entries, payments, signed rosters and waivers must be submitted by this date. Penalties for late submission will be as follows:

- a. Entries: Late entries will be accepted at the registrar's discretion.
- b. Payments: Late payments will accrue a \$50 late fee. If payment is not completed on-line by the regatta date, the team will not be allowed to register. (Please note: only credit card payments will be accepted after the registration deadline of October 10. Checks will not be accepted later than October 10 for any reason. Teams paying late will have to sort out any check hardship issues on their own and must provide a credit card for payment.)
- c. Waivers: There will be a \$5 per waiver fee for waivers submitted after the registration deadline. Paper waivers will be accepted at registration accompanied by the \$5 fee per waiver.

Section 2: Events with less than 2 teams participating at the close of registration will not run.

Section 3. A Participant Program may not enter a JV boat for an event unless it has also entered a Varsity boat in the same category. (i.e. to enter a JV 8, a 1st Varsity 8 must also be entered) The only exception is for a Provisional Participant Program, which will be allowed but not required to boat exclusively JV and lower boats during its first year of Provisional Participation.”

Section 4. Medals will be awarded as follows:

- a. 2 or 3 boats = 1 medal
- b. 4 boats = 2 medals
- c. 5+ boats = 3 medals

This does not include scratched entries – the number of medals awarded depends on the number of boats physically present at the start for a particular race.

Section 5. Points for the Fall regatta are included in Appendix B.

Section 6. Seeding for the Fall regatta will be based upon the following:

- a. For all events, the top boat from each team will be seeded before any team's B boat, B boats will be seeded above C boats, and so on, regardless of last year's results.
- b. For all Varsity 4 and Varsity 8 events, seeding will be based off last year's results, with a random draw for additional crews.
- c. For Novice, JV and Sculling events with at least 50% of the same teams participating, seeding will be based off last year's results followed by a random draw for additional crews.
- d. For any events with less than 50% of the same crews competing, seeding will be entirely by random draw without reference to last year's results.

ARTICLE VIII: HOSTING A CHAMPIONSHIP REGATTA

Section 1. Petitions for hosting a Championship Regatta must be submitted to the Board by January 1st for the Spring Championship and June 1st for the Fall Championship.

Section 2. The Regatta Host will be determined by majority vote of the Board at the January Board meeting for the Spring Championship or the June Board meeting for the Fall Championship.

Section 3. A Petition must include the following information:

- a. Venue information: course description, launch site(s), trailer parking, spectator facilities
- b. Budget for the regatta: includes all projected costs and potential revenue sources (i.e. parking, gate fees)

Section 4. Regatta Budget

- a. Regatta fees will be set to cover the regatta's operational costs as defined by:
The budget submitted by the Host and approved by the Board at the time of application, plus
 - i. A \$600 flat-fee for organizer compensation (see below), plus
 - ii. Cushion equal to 10% of the projected regatta cost
- b. The MPSRA will be responsible for the following regatta costs:
 - i. Referee fees & referee housing
 - ii. Port-o-potties
 - iii. Safety launch gas
 - iv. Walkie-talkies
 - v. Safety personnel
 - vi. Permits
 - vii. Medals
 - viii. Organizer compensation flat-fee of \$600 to hosts to distribute as appropriate
- c. MPSRA will be responsible for additional regatta costs only if approved by the Board.
- d. All regatta fees will go directly to the MPSRA to cover operational costs for the regatta
- e. Additional Revenues are defined as all profits outside of regatta fees and will include but not be limited to:
 - i. T-Shirt/Concession Sales
 - ii. Parking/Gate Fees
 - iii. Vendor Fees
- f. Additional Revenues will be handled in the following manner:
 - i. The Regatta Host will submit to the MPSRA:
 1. Income from all Sales and/or Fees
 2. Invoices for all Regatta Sales
 3. Leftover Inventory
 - ii. The MPSRA Treasurer will distribute the profits with 75% going to the Regatta Host and 25% to the MPSRA

Section 5. Hosts and Board Members will be responsible for execution of the tasks delegated to each by the MPSRA Hosting Responsibilities document.

ARTICLE IX: VOTING

Section 1. Full Participant programs are allowed one vote in all league business.

Section 2. Provisional Participants are not allowed a vote in any league business.

Section 3. A Full Participant Program will be represented by its Head Coach or Program Director or by another member of the program's coaching staff designated by the Head Coach.

Section 4. In the absence of a Head Coach or Program Director position, a Full Participant Program will be represented by the Varsity Coach.

Section 5. An individual coach may only represent one Participant Program.

Section 6. Participant Programs with separate boys and girls teams will be given one vote for both teams combined.

Section 7. Unless otherwise stated, a majority is a simple majority of voting programs present at the designated meeting time, whether that be in person, electronically or by phone.

ARTICLE X: BOARD

Section 1. There will be 5 to 11 members of the board at all times.

Section 2. Members are chosen for a 3 year term, 1/3 of the slots will be up every year at the annual meeting held in January.

Section 3. Eligibility: Any coach of a participant team or existing member of the board is eligible providing he/she has been involved in the league as a coach, board member or regatta organizer for a minimum of 2 years directly preceding the term of election.

Section 4. Resignation: If there is mid-term vacancy, that seat will sit vacant until the next annual meeting, when there will be a vote to fill the remaining time on that term.

Section 5. Voting: Voting will take place each year at the Annual Meeting in January. Each full participant member team will have one vote as defined in the Procedural Rules.

Section 6: Within 30 days of the January Annual meeting, the Board must elect the following officers: President, Vice-President, Treasurer, Clerk/Secretary.

Section 7: Any person who is up for election/nominated for an elected position must be in attendance at the meeting where the election is to take place and be available for an interview/ question & answer period of no less than 5 minutes.

ARTICLE XI: SPORTSMANSHIP

Relative to the Purpose of the MPSRA as outlined in Article I, all Participant Programs are expected to support the growth of the sport throughout the state. The coaches, as educators, should model and encourage appropriate behavior for the youth participating in the league. The MPSRA considers competition to be a venue for development of young athletes' characters, and expects the Participant Programs to follow the guidelines below with the intention of promoting the aims and spirit of the league.

Section 1: Promotion of Public Programs

Each individual program as well as its parent club/organization will respect the integrity of competing MPSRA programs' teams.

Section 2: Boatings

- a. A coach's obligation is to provide for fair racing. We consider that a fair race is one in which each program matches its top athletes to the top athletes from each competitor's program and so on down the line, not necessarily a race in which all participant crews are of similar speed.
- b. It is the coach's responsibility to make sure that the 1st boat is the program's fastest possible boat, that the 2nd boat is the second fastest boat, 3rd boat is the third fastest boat, etc. Boatings should be created with the priority of making the higher level boat as fast as possible.
- c. In cases where a coach cannot decide which athletes make the boat go fastest, he/she is expected to show a good faith effort to do so in racing throughout the season.

Section 3: Conduct of Athletes

- a. Competitors should treat one another with respect. This excludes the following behaviors:
 - i. Harassing, belittling or purposely distracting other crews
 - ii. Badmouthing rivals
 - iii. Prolonged vigorous or noisy celebration on the finish line
- b. Competitors should treat race officials, volunteers and regatta directors with respect.
- c. All athletes will treat the venue with respect.
 - i. Vandalism or destruction of any kind will not be tolerated
 - ii. There will be no urination on the course
 - iii. All team areas will be left clean and free of debris at the end of the races.

Section 4: Conduct of Coaches

- a. Coaches are expected to facilitate fair racing for all crews
- b. Coaches should make every effort to model appropriate behavior to their crews in all circumstances

Section 5: Conduct of Spectators

- a. Spectators should follow the same guidelines as athletes with regard to cheering and use of the regatta space.
- b. Grievances should be submitted to the regatta organizer only by the coaches. At no time is it appropriate for a spectator to approach a race official or regatta organizer with a grievance before, during or after the race day.
- c. Spectators must be respectful of other teams' spaces; conflict over space should be resolved with maturity and courtesy.

ARTICLE XII: AMENDMENTS

Section 1: These Procedural Rules may be amended or repealed, in whole or in part, by 2/3 majority vote of the Participants. Proposed amendments must be submitted in writing to the Board by December 15.

Section 2: A 2/3 majority vote of the Board can also amend or repeal these Procedural Rules during the time between the annual meetings. Any changes made by the Board must be approved by a majority vote of the Participants at the next general meeting. Any changes made by a vote of the Board must be transmitted to the member Participants within 14 days.

Section 3: The Board is responsible for resolving disputes over interpretation of these Procedural Rules during the time between the annual meetings. The Board will submit language clarifying any rules which necessitated Board resolution for a general vote by the Participants at the next annual meeting.

APPENDIX A

FULL PARTICIPANT PROGRAMS

Arlington-Belmont Crew
Boston Latin School
Bromfield-Acton-Boxborough Rowing
Brookline High School
Cambridge Rindge & Latin School
Duxbury High School
G-Row Boston
Hingham High School
Lowell High School
Malden High School
Medford High School
Mystic Valley Regional Charter School
Shrewsbury High School
Wayland-Weston Crew
Westford Academy Crew Club
Worcester Public Schools

PROVISIONAL PARTICIPANT PROGRAMS

Milton High School (2011)

APPENDIX B

SPRING POINTS SYSTEM

Event	#	1st Place	2nd Place	3rd Place	4th Place	5th Place	6th Place
1st Varsity 8+ Boys & Girls	6+	30	25	20	15	10	5
	5	24	19	14	10	5	
	4	18	14	9	5		
	3	12	8	4			
	2	6	3				
2nd Varsity 8+ Boys & Girls	6+	20	17	13	10	7	3
	5	16	13	10	6	3	
	4	12	9	6	3		
	3	8	5	3			
	2	4	2				
3rd Varsity 8+ Boys & Girls	6+	15	13	10	8	5	3
	5	12	10	7	5	2	
	4	9	7	5	2		
	3	6	4	2			
	2	3	2				
1st Novice 8+ Boys & Girls	6+	15	13	10	8	5	3
	5	12	10	7	5	2	
	4	9	7	5	2		
	3	6	4	2			
	2	3	2				
1st Varsity 4+ Boys & Girls	6+	10	8	7	5	3	2
	5	8	6	5	3	2	
	4	6	5	3	2		
	3	4	3	1			
	2	2	1				

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Events not included are medals-only events and do not earn points

FALL POINTS SYSTEM:

Fall points will be added in June 2011