



# Kansas State High School Activities Association

601 SW Commerce Place, Box 495 • Topeka, KS 66601-0495 • Phone: 785-273-5329, Fax: 785-271-0236 • kshsaa@kshsaa.org • www.kshsaa.org

GARY P. MUSSELMAN, EXECUTIVE DIRECTOR

Assistant Executive Directors: Cheryl Gleason, David Cherry, Francine Martin, Mark Lentz, Jeremy Holaday, Craig Manteuffel  
Member of the National Federation of State High School Associations

MAY 2017

TO: 2016-2017 KSHSAA REGISTERED OFFICIALS  
FROM: GARY MUSSELMAN, EXECUTIVE DIRECTOR  
SUBJECT: KSHSAA OFFICIALS REGISTRATION FOR 2017-2018

**\*\*REGISTRATION OPENS JUNE 1, 2017\*\***

## TWO REGISTRATION OPTIONS!

REGISTER ONLINE AT [WWW.KSHSAA.ORG](http://WWW.KSHSAA.ORG). GO TO THE OFFICIAL'S TAB AND LOGIN WITH YOUR OFFICIAL'S NUMBER AND PASSWORD, CLICK ON REGISTRATION TO REGISTER WITH A VISA OR MASTERCARD.  
(**\$3** bank fee applies)

**\*OR\***

**A REGISTRATION FORM IS ENCLOSED.  
FILL IT OUT AND SEND IT IN WITH YOUR REGISTRATION FEE.**

## REGISTRATION FEES

The KSHSAA establishes registration fees in accordance with costs of purchasing, printing and distributing materials used by our officials. Dues for NFOA membership are included as part of the registration fee. The registration fee for one sport is **\$50** and **\$25** for each additional sport. If track and field is the only sport you register in the fee is **\$35**.

**For officials registered 21 years or more, the registration fee is \$50 for the first sport and \$10 for any additional sport provided you register by July 14.**

The KSHSAA will accept registrations for a sport through the registration deadline date listed on the schedule enclosed in this mailing. A **NEW** official's registration for football, basketball, volleyball, wrestling, soccer, baseball, softball and track & field is **VOIDED** if the official fails to complete the required online rules meeting or in-person officials rules meeting for each sport in which you are registered.

A portion of your KSHSAA registration fee pays your membership in the NFOA. Kansas is a 100% NFOA membership state which means your membership includes access to the NFHS Central Hub through the ArbiterSports website. This section contains officiating educational content exclusively for high school officials including a searchable rules database, publications, video, an official's forum and more. Your membership also includes NFOA insurance, publications and other benefits. To complete the NFOA membership and provide you with NFOA insurance coverage, an official is requested to provide only the last four digits of your social security number with your KSHSAA registration.

## LATE FEES

**If you were registered in 2016-2017 for Football, Volleyball, Basketball, Wrestling and/or Soccer (boys and girls), you must register for the 2017-2018 year by July 14 OR pay an additional \$20 late fee. Baseball, Softball and Track & Field officials must register by January 14 OR pay an additional \$20 late fee.**

**THERE WILL BE NO REFUNDS OF REGISTRATION FEES**

**\$25 PENALTY FEE ON ALL RETURNED CHECKS**

**OVER →**

### OFFICIALS RULES MEETINGS

In a continuing effort to provide quality training opportunities for our registered officials, the KSHSAA is conducting a series of in-person officials rules meetings for each sport, every other year. These meetings are mandatory. In the year an officials meeting is offered for a specific sport, there WILL NOT be an online rules meeting option available in that activity. **You must attend the in-person officials meeting to receive rules meeting credit.** The following sports require attendance at an in-person officials rules meeting during the 2017-18 school year:

**GYMNASTICS**  
**VOLLEYBALL**  
**WRESTLING**  
**BASKETBALL**  
**SOFTBALL**

See enclosed schedule for dates and locations.

**KSHSAA registered officials CANNOT receive rules meeting credit by attending an out of state meeting or receive credit for an out of state exam.**

### ONLINE RULES MEETINGS

The following sports offer a choice between an online officials rules meeting or an in-person rules meeting (limited locations) for the 2017-2018 school year.

**FOOTBALL**  
**SOCCER (Boys and Girls)**  
**BASEBALL**  
**TRACK & FIELD**

Dates the online meetings are available for these sports is included in this mailing. See the enclosed schedule for dates and location of the in-person rules meeting.

**KSHSAA registered officials CANNOT receive rules meeting credit by attending an out of state meeting or receive credit for an out of state exam.**

### ARBITER INFORMATION

Only KSHSAA registered officials will be available for assignment through Arbiter. **THEREFORE IT IS IMPERATIVE THAT YOU REGISTER EARLY WITH THE KSHSAA IN ORDER TO BE AVAILABLE FOR ASSIGNMENT BY COMMISSIONERS/LEAGUES AND SCHOOLS USING ARBITER.** Please see the enclosed instructions for the Arbiter assigning system.

### ONLINE OFFICIALS LICENSE

**The KSHSAA does not mail licenses.** Officials can obtain a printable version of their KSHSAA license, NFOA membership card, and NFHS Sportsmanship pocket card on your official's page of the KSHSAA website.

### OFFICIALS DIRECTORY

The OFFICIALS DIRECTORY will be printed this summer listing all officials who have registered by **July 14**. This publication will be mailed to member schools. The online directory will have the most current registrations.

### RECOGNITION AWARDS

We want to recognize you for your service! Officials with 20 or more years of service as a KSHSAA registered official should login at [www.kshsaa.org](http://www.kshsaa.org) and complete an Official's Service Award application. Officials can apply for 20, 30, 40 and 50 year awards. The application should be printed, filled out and sent in to our office **at least 30 days prior to the state event at which you elect to receive your plaque.** Awards are presented only at KSHSAA state championship events, or can be shipped to your home address.

### NON-COMPLIANCE PENALTY FEE POLICY

**By action of the Executive Board, officials who fail to comply with the rules meeting attendance and/or examination regulations for two consecutive years may register only after payment of a \$75.00 penalty fee.**

### PUBLICATIONS

Rules books, examinations and other materials will be sent to you prior to each sport season. This material will arrive in plenty of time for you to complete the open book exam prior to the deadline date, provided you register early.

### WEBSITE ACCESS

We are constantly updating and enhancing our website to help it better meet your needs as a KSHSAA registered official. Login with your official's number and password at [www.kshsaa.org](http://www.kshsaa.org). Below are just a few of the items you can find on the website:

- Online Registration
- Printable Officials License
- Update Your Contact Info
- Online Rules Meetings
- Online Rules Exams
- Tournament History
- Service Award Applications
- Sport Registration History
- Area Supervisor Info
- Weekly Newsletters
- Unusual Situation Form
- Officials Patch and Apparel Info
- School & Officials Directories
- Education & Training Resources



**2017-2018**

## **OFFICIALS RULES MEETINGS SCHEDULE**

The KSHSAA is committed to providing quality educational and training opportunities for registered officials. On an every other year basis officials in specific sports are required to attend an in-person rules meeting as part of their registration requirements. Coaches are now also welcome to attend these rules meetings and receive credit for their sport requirements.

### **Please note the following:**

- **Registered officials will be required to attend an in-person rules meeting every other year for each sport in which they are registered.**
- **If an in-person rules meeting is missed it results in the official being placed on probation the following year.**
- **There WILL NOT be an online rules meeting option available for officials during the year an in-person officials meeting is required for their sport(s).**

### **THE FOLLOWING SPORTS WILL REQUIRE ATTENDANCE AT AN IN-PERSON OFFICIALS RULES MEETING FOR 2017-2018:**

- **VOLLEYBALL**
- **WRESTLING**
- **BASKETBALL**
- **SOFTBALL**
- **GYMNASTICS**

### **OPTION FOR 2017-2018:**

The following sports will require completion of an online rules meeting or attendance at an in-person rules meeting:

- **FOOTBALL**
- **SOCCER (Boys & Girls)**
- **BASEBALL**
- **TRACK & FIELD (online only)**

Since some officials prefer the in-person rules meeting format every year, **the KSHSAA will offer a limited number of in-person rules meetings at select locations for these sports.**

**THE 2017-2018 OFFICIALS RULES MEETING SCHEDULE  
CAN BE FOUND ON THE BACK →**

# 2017-2018

## KSHSAA OFFICIALS RULES MEETINGS SCHEDULE IN-PERSON ATTENDANCE REQUIRED IN: VOLLEYBALL, WRESTLING, BASKETBALL, SOFTBALL, GYMNASTICS

All meetings begin at 7:00 p.m. in the Auditorium unless otherwise indicated.

### Football

Wednesday, August 2 Topeka-Capitol Plaza Hotel, 2:15 p.m.  
KSHSAA Coaching School  
Monday, August 7 Salina-Smoky Hill Service Center  
(605 E. Crawford)  
Tuesday, August 8 Maize HS  
Monday, August 14 Pittsburg HS  
Tuesday, August 15 Olathe South HS  
Monday, August 21 Garden City HS  
Tuesday, August 22 Hays HS

### Volleyball

Tuesday, August 1 Topeka-Capitol Plaza Hotel, 2:15 p.m.  
KSHSAA Coaching School  
Wednesday, August 2 Lansing HS, **Pride Rock**  
Thursday, August 3 Seneca-Nemaha Central HS, **Commons**  
Monday, August 7 Hays HS  
Tuesday, August 8 Garden City HS  
Wednesday, August 9 Maize HS  
Thursday, August 10 Topeka-Washburn Rural HS  
Monday, August 14 Salina-Smoky Hill Service Center  
(605 E. Crawford)  
Tuesday, August 15 Oakley-NWK Educ. Service Center  
(703 W 2nd St.)  
Wednesday, August 16 Dodge City HS  
Thursday, August 17 Hutchinson HS, **Gymnasium**  
Monday, August 21 Parsons HS  
Tuesday, August 22 Derby HS  
Wednesday, August 23 Overland Park-Blue Valley West HS  
Thursday, August 24 KSHSAA, **Hall of Fame Room**

### Soccer

Saturday, August 12 Wichita-East HS, **9 a.m.**  
Wichita Area Officials Clinic  
Monday, August 14 Shawnee Mission North HS  
Tuesday, August 15 Pittsburg HS, **Library**  
Wednesday, August 16 KSHSAA, **Hall of Fame Room**

### Gymnastics

Saturday, August 26 Olathe South HS, 1:15 p.m.

### Wrestling

Saturday, October 14 Facility TBD, **Salina, 1 p.m.**  
KWOA Clinic  
Wednesday, October 18 Hays HS  
Thursday, October 19 Garden City HS  
Wednesday, October 25 Maize HS, **Lecture Hall**  
Thursday, October 26 Chanute HS  
Wednesday, November 8 Olathe South HS, **Black Box Room**  
Thursday, November 9 KSHSAA, **Hall of Fame Room**

### Basketball

Wednesday, October 4 Parsons HS  
Thursday, October 5 Emporia HS  
Monday, October 9 Ulysses HS  
Tuesday, October 10 Great Bend HS  
Wednesday, October 11 Salina-Central HS  
Thursday, October 12 Eudora HS  
Monday, October 16 Basehor-Linwood HS  
Tuesday, October 17 Manhattan HS  
Wednesday, October 18 Beloit HS  
Thursday, October 19 Colby HS  
Monday, October 23 Hays HS  
Tuesday, October 24 Cimarron HS  
Wednesday, October 25 Maize HS  
Monday, October 30 Shawnee Mission Northwest HS, **Cafeteria**  
Wednesday, November 1 Seneca-Nemaha Central HS  
Thursday, November 2 Derby HS  
Monday, November 6 El Dorado HS  
Tuesday, November 7 Pittsburg HS  
Wednesday, November 8 Olathe South HS  
Thursday, November 9 Topeka-Washburn Rural HS  
Monday, November 13 Overland Park-Blue Valley Southwest HS

### Baseball

Monday, February 5 Chanute HS, **Classroom**  
Wednesday, February 7 Shawnee-Mill Valley HS  
Thursday, February 8 Salina-Smoky Hill Service Center  
(605 E. Crawford)  
Monday, February 12 KSHSAA, **Hall of Fame Room**  
Monday, February 19 Maize South HS, **Lecture Hall**

### Softball

Monday, January 29 Overland Park-Blue Valley West HS  
Wednesday, January 31 Dodge City HS  
Thursday, February 1 Pratt-Recreation Department, **10 a.m.**  
**Municipal Building (117 W. 3rd St.)**  
Thursday, February 1 Derby HS  
Monday, February 5 Chanute HS  
Wednesday, February 7 Hays HS  
Thursday, February 8 Salina-Smoky Hill Service Center  
(605 E. Crawford)  
Monday, February 12 KSHSAA, **Board Room**  
Wednesday, February 14 Maize South HS  
Monday, February 19 Manhattan HS  
Wednesday, February 21 Basehor-Linwood HS



# 2017-2018 KSHSAA OFFICIALS

## REGISTRATION, RULES MEETINGS AND EXAMINATION DEADLINES

**\*\*REGISTRATION FOR 2017-2018 BEGINS JUNE 1, 2017\*\***

Sport	Official Registration Ends	Online Rules Meeting	Online Exam
Volleyball	August 16	SEE RULES MEETING SCHEDULE	July 31 – August 29
Gymnastics	August 25	SEE RULES MEETING SCHEDULE	August 3 – August 31
Football	August 24	July 25 – August 27	July 25 – August 27
Boys Soccer	August 23	August 7 – September 6	August 7 – September 11
Basketball	November 8	SEE RULES MEETING SCHEDULE	October 4 – November 20
Wrestling	November 6	SEE RULES MEETING SCHEDULE	October 16 – November 19
Girls Soccer	February 19 – March 19	February 19 – March 19	February 19 – March 19
Baseball	March 2	February 1 – March 15	February 1 – March 19
Softball	March 2	SEE RULES MEETING SCHEDULE	February 1 – March 19
Track & Field	March 14	February 19 – March 19	February 19 – March 19

- \* Registration late fees will apply after July 14 in the following sports: Volleyball, Football, Soccer, Wrestling and Basketball.
- \* Registration late fees will apply after January 14 in the following sports: Baseball, Softball and Track & Field.

The KSHSAA rules testing process for head high school coaches, head middle/junior high school coaches and officials will continue to be administered online only. Officials are required to complete the online exam within the date range for their respective sport(s).

For sports requiring an in-person officials rules meeting there is NO online rules meeting option. **YOU MUST ATTEND THE IN-PERSON OFFICIALS RULES MEETING TO RECEIVE RULES MEETING CREDIT.** The Officials Rules Meeting Schedule is included in this packet. In 2017-2018 the KSHSAA will also be offering a limited number of in-person rules meetings at select locations across Kansas in the sports of Football, Boys & Girls Soccer and Baseball. **Officials registered in Football, Boys & Girls Soccer and/or Baseball may choose to fulfill their rules meeting requirement online OR at one of the in-person rules meetings listed on the schedule.** The dates the online rules meetings are available to receive credit are listed above.

Detailed instructions for attending the online rules meetings and completing the online examinations will be sent to you with your rules books and other sport specific information prior to the first rules meeting date for that specific sport.

# **AVOID \$20 LATE FEE!**

**Register by July 14 for all sports except Baseball, Softball and Track & Field  
Register by January 14 for Baseball, Softball and Track & Field  
No late fee for Gymnastics**

**Late fee does not apply to first time registrants or officials not registered in that sport the previous year. Late fee DOES apply to any official registered with the KSHSAA in that sport the previous year.**

## **FEE SCHEDULE**

<b>FIRST SPORT</b>	<b>\$50</b>
<b>TRACK &amp; FIELD</b>	<b>\$35</b>
<b>ADDITIONAL SPORTS</b>	<b>\$25/SPORT</b>
<b>If registered 21 years or more AND register before July 14</b>	<b>\$10/SPORT</b>
<b>LATE FEE</b>	<b>\$20</b>

**Late fee applies to registrations received after July 14 for all sports except Baseball, Softball and Track & Field. Late fee applies to Baseball, Softball and Track & Field registrations received after January 14.**

**\*THERE ARE NO REFUNDS OF REGISTRATION FEES\***

**\*\$25 PENALTY ON ALL RETURNED CHECKS\***

## ARBITERSPORTS INFORMATION FOR KSHSAA REGISTERED OFFICIALS

The majority of leagues use ArbiterSports to notify officials of game assignments. The KSHSAA pays for all school league commissioners to use this assigning tool. The KSHSAA will use ArbiterSports to notify all postseason officials' assignments. **The KSHSAA DOES NOT assign officials for regular season contests.**

Only KSHSAA registered officials will be available for assignment through Arbiter. **THEREFORE IT IS IMPERATIVE THAT YOU REGISTER EARLY WITH THE KSHSAA IN ORDER TO BE AVAILABLE FOR ASSIGNMENT BY COMMISSIONERS/LEAGUES AND SCHOOLS USING ARBITER.**

Please note the following regarding the ArbiterSports officials assigning system:

1. All officials registered with the KSHSAA will be automatically placed in the KSHSAA Administration Arbiter account #103765.
  - You must join this account in order to be assigned games by individual schools.
  - You must join this account in order to be added to sub-groups (commissioner) accounts.
2. **YOU MUST PROVIDE AN EMAIL ADDRESS WHEN YOU REGISTER WITH THE KSHSAA.** After registering with the KSHSAA, login to your ArbiterSports account and check the email address listed. Be sure it is the email address you want to use to receive game assignments through ArbiterSports. **You must have an email address in ArbiterSports to receive game assignments.**
3. Officials registering for the first time will be sent a welcome message via email to join the KSHSAA Administration account. Officials must accept this group invitation in order to be added to other groups.
4. Officials that were registered for the 2016-2017 school year will remain in Arbiter sports as assignable until the new registration period begins for 2017-2018.
5. Once you accept the invitation to be in group #103765 (KSHSAA Administration) other commissioners can choose to add you as an official to their account.
6. You will receive a welcome invitation from each sub-group (commissioner) that wishes to add you to their account. You will need to accept each sub-group invitation in order to be assigned by that commissioner.
7. In order to remain in the KSHSAA Administration account and be assignable an official **MUST** register with the KSHSAA prior to the last date for registration in that sport (see other information in this mailing).
8. If an official fails to register with the KSHSAA by the registration deadline the official will show as unregistered in ArbiterSports and will not be able to receive game assignments. **ANY EXISTING ASSIGNMENTS AT THIS TIME WILL BE REMOVED.**
9. In order to not jeopardize your ability to receive games from individual schools or from league commissioners, officials should register with the KSHSAA as quickly as possible after June 1.
10. Information on blocking dates, accepting/declining games and other functions of ArbiterSports is available on the ArbiterSports website.
11. It is each official's responsibility to keep up to date all contact information (including your email address) in the KSHSAA.org website account and all Arbiter accounts.
12. **NFHS Central Hub** – Because you are a registered official in Kansas and Kansas is a 100% NFOA membership state with the NFHS, you have access to a wealth of educational and training information through NFHS Central Hub on the ArbiterSports website. This service is FREE to all registered KSHSAA officials. Please take advantage of part of your registration fee and check out the Central Hub! Features include: searchable rules books and case books, video clips of plays, animated simulations of mechanics and the Officials Quarterly.
13. On the following page you will find the league commissioners and their contact information. If you are looking for regular season contests please contact them telling them your experience and dates available. You can find the schools in each league by logging on as an official on the KSHSAA website. After you are logged in, go to Directories>School Directories>View High School Leagues.

## 2017-2018 LEAGUE COMMISSIONERS

LEAGUE	COMMISSIONER	EMAIL	PHONE	SPORTS
AVCTL Division I & II	Bob Benoit	bob.benoit@cox.net	316-259-8451	
AVCTL Division III & IV	Bob Benoit	bob.benoit@cox.net	316-259-8451	
Big Seven	Josh Tanking	jptanking@yahoo.com	785-364-6296	
Centennial	Steve Dean	sad@networksplus.net	785-633-8583	BB, FB
Centennial	Tegan Swoboda	proswo@swbell.net	785-224-7595	BSB, SB
Central Kansas	Mark Goodheart	goodheartm@gbta.net	620-923-5442	
Central Plains	John Mies	jfmies@yahoo.com	316-640-9544	
Central Prairie	Mark Goodheart	goodheartm@gbta.net	620-923-5442	
CNC	Mike Kastle	mikelindakastle@gmail.com	620-875-6380	
Eastern Kansas (EKL)	John A. Dehan	jdehan@callthegame.com	913-897-7500	
Flint Hills	Tegan Swoboda	proswo@swbell.net	785-224-7595	
Frontier	Lary Trowbridge	commishtrow@sunflower.com	785-393-2666	
Great West Activities	Quintin Flanagin	qflanagin@gmail.com	785-462-9043	
Great West Activities	Jason Johnson	jsquared2110@gmail.com	620-952-0639	
Greater Wichita (GWAL)	J. Means	jmeans1@usd259.net	316-973-4476	
Heart of America	Bruce Krase	bwkrase@gmail.com	316-288-1549	
Heart of the Plains	Scott Goodheart	scott_goodheart@hotmail.com	620-923-5615	FB, VB, BB
Hi-Plains	Randy Richter	swkref@yahoo.com	620-260-6114	
Kaw Valley	John A. Dehan	jdehan@callthegame.com	913-897-7500	
Kansas City-Atchison	John A. Dehan	jdehan@callthegame.com	913-897-7500	
Lyon County	Ron Slaymaker	shirslay@aol.com	620-342-6789	
Mid-Continent	Brad Taylor	gunsmoke@sbcglobal.net	720-244-8755	
Mid-East	<b>No Commissioner - contact individual school Athletic Directors</b>			
North Central Act. Assoc.	Rodney Palen	refnrodney@nckcn.com	785-738-8559	
North Central Kansas	John Wondra	jwondra@ksu.edu	785-317-6980	
Northeast Kansas	Lary Trowbridge	commishtrow@sunflower.com	785-393-2666	
Northern Plains	Rodney Palen	refnrodney@nckcn.com	785-738-8559	
Northwest Kansas	Jim Keenan	jkeenan.oakley@gmail.com	785-672-2681	
Pioneer	Ed Clearwater	clearwater@usd367.org	913-731-1587	
Santa Fe Trail	Ken Smith	krs@pld.com	620-272-3207	
South Central Border	John Kaufman	john_kaufman@usd465.com	316-305-8917	
Southeast Kansas	Doug Lee	jlee179@cox.net	620-332-1495	FB, BB
Southeast Kansas	Jeff DeLaTorre	jdelatorre@usd234.org	620-644-8207	VB, SB, BSB
SPAA-Iroquis	Brett Post	brett_post@hotmail.com	620-408-5934	
Sunflower	John A. Dehan	jdehan@callthegame.com	913-897-7500	
Three Rivers	Mike Kastle	mikelindakastle@gmail.com	620-875-6380	
Tri-Valley	Ron Spire	spireron@yahoo.com	620-212-1596	
Twin Valley	George Ebert	geberty@bluevalley.net	785-456-4432	
Twin Valley	Josh Tanking	jptanking@yahoo.com	785-364-6296	
Western Athletic Con.	Mark Goodheart	goodheartm@gbta.net	620-923-5442	
Western Kansas Liberty	Harv Kahle	rmfarm@st-tel.net	785-846-7698	
Wheat State	David Johnson	djohnson@tctelco.net	785-466-1044	