

**The International School of Minnesota & Eagle Ridge Academy  
2018-2019 Athletic Program Cooperative Information**

<b>Activity</b>	<b>Grades</b>	<b>MSHSL Host</b>	<b>Physical Host</b>
Boys Soccer	7-8	ISM	ISM
Boys Soccer	9-12	ISM	ISM
Girls Soccer	7-8	ISM	ISM
Girls Soccer	9-12	ISM	ISM
Girls Volleyball	7-12	ERA	ERA
Boys Cross Country	7-12	ERA	ERA
Girls Cross Country	7-12	ERA	ERA
Boys Basketball	7-8	ERA	ERA
Boys Basketball	9-12	ERA	ERA
Girls Basketball	7-8	ERA	ERA
Girls Basketball	9-12	ERA	ERA
Boys Track & Field	6-8	ISM	ISM
Boys Track & Field	9-12	ISM	ISM
Girls Track & Field	6-8	ISM	ISM
Girls Track & Field	9-12	ISM	ISM
Boys Ultimate Frisbee	7-12	ISM	ISM
Girls Ultimate Frisbee	7-12	ISM	ISM

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**1. MSHSL Host School**

- a. Coop Administration/Representation
  - i. Develop and communicate registration timelines and fees
  - ii. Develop and communicate athletic handbooks
  - iii. Develop and communicate parent meetings
  - iv. Conference representative
  - v. Title IX Compliant
- b. Program Management
  - i. Scheduling of games
    - 1. Minimum of 75% of MSHSL games will be filled.\*
    - 2. JV schedules will have a minimum 75% of the games the varsity plays.\*(\*Note-these minimums are in place when teams are at capacity-numbers may change if a team is not full)
  - ii. Game Transportation
  - iii. Officials
  - iv. MSHSL Duties
    - 1. Head Coach Compliance
  - v. Coach Management (Hire, Evaluate, Release, Train)
  - vi. Provides all equipment (uniforms, balls, nets, etc)
  - vii. Provide Consumable Medical Supplies
- c. Financial
  - i. Budget Preparation
    - 1. Fee Schedule
    - 2. Billing to other school
      - a. Billing Schedule
        - i. 10/15/18
        - ii. 2/15/19
        - iii. 5/15/19
    - 3. Pay all expenses
      - a. Event Workers
      - b. Concessions
      - c. Uniforms
      - d. Equipment
      - e. Coaches
      - f. Transportation
      - g. League Fees
      - h. Event Fees
      - i. Medical Kit
  - d. Branding Rights to team names/uniforms

**2. Physical Host**

- a. Event Management
  - i. Position Descriptions

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- ii. Set up / Break down
- iii. Custodial Support
- iv. Game Programs
- b. Gym Space Management
  - i. Practice Time Proposals
  - ii. Communication
  - iii. Facility limitations/availability prior to season starting
- c. Base Level Equipment
  - i. Equipment Room
  - ii. Scoring Table
  - iii. AED
  - iv. Time Clock
  - v. Team Benches or Chairs
  - vi. Sport Specific
    - 1. Volleyball
      - a. Volleyball Net
      - b. Standards
      - c. Basket
    - 2. Basketballs
      - a. Rack
      - b. Hoops

**3. Participant School**

- a. Responsible for transportation of their students to practice
- b. Collection/enforcement of student fees
- c. Supervision of students prior to practice or transportation
- d. Student Eligibility

**4. Each School**

- a. Responsible for transportation of their students to practice
- b. Collection/enforcement of student fees
- c. Supervision of students prior to practice or transportation
- d. Student Eligibility
- e. Creating and updating rosters

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	MSHSL Host	Physical Host	Each School
<b>Coop Administration</b>			
Develop and communicate registration timeline and fees	X		
Develop and communicate athletic handbooks	X		
Develop and communicate parent meetings	X		
Conference Representative	X		
Title IX Compliant	X		
<b>Program Management</b>			
Schedule Games	X		
Game Transportation	X		
Officials	X		
Head Coach Compliance	X		
Coach Management	X		
Provide all equipment (Uniforms, balls, nets, etc.)	X		
Provide Consumable Medical Supplies	X		
Providing and updating rosters	X		
Branding Right/Team Name	X		
<b>Financial</b>			
Budget Creation	X		
Bill guest school	X		
Pay all expenses	X		
<b>Event Management</b>			
Position Descriptions for game coverage		X	
Set up and break down		X	

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Custodial Support		X	
Game Programs		X	
<b>Gym/Field Space Management</b>			
Practice time proposals		X	
Communication of space		X	
Facility limitations prior to season starting		X	
<b>Base Level Equipment</b>			
Equipment room		X	
Scoring Table		X	
AED		X	
Time Clock		X	
Team Benches/Chairs		X	
Sport Specific (See Above)		X	
<b>Other</b>			
Transportation of students to practice			X
Collection and enforcement of student fees			X
Student Eligibility			X
Supervision of students prior to practice			X
Creating and updating rosters			X

Handbook and Policies, Parent Meetings, and Conference, MSHSL Paperwork.