

**Section V**  
**CLASSIFICATION POLICY**

1. The classification list will be prepared by the Section V Executive Director. The Executive Director will compile the BEDS numbers – all boys and girls in grades 9-11, plus a percentage of ungraded students. Each school will send appropriate copies of BEDS forms sent to Albany to the Executive Director.
2. The Executive Director will place all schools in numerical sequence, highest to lowest. If a school is a single gender school, the number is doubled. If two or more schools merge a sport, the enrollments of the combined schools are totaled and this number is placed in the proper sequence. After this list is compiled, the Executive Director will submit the list to NYSPHSAA for final approval. The final list will be placed on the Section V website and each coordinator will then be given a copy of the approved list.
3. When the sport coordinator receives the list, he/she will generate a sport specific classification list. State classification numbers must be used in determining these classification. If classes are to be divided double or triple letters will be used to designate each one. For example, if AA is to be split, one class will be AAA and the other AA. If there is a need for three classes, they would be, for example, CCC, CC, and C.
4. The following numbers will be used to split classes:

1 class	4-17 schools
2 classes	18-34 schools
3 classes	35-51 schools
5. Dividing classes should result in an equal number of schools in each sub-class. Where this is not possible, each coordinator will use the appropriate divisor and count down from the highest enrollment within the class and up from the lowest enrollment in the class. The odd school enrollment is considered the bubble school. An average for the top group and an average for the bottom group is established. The odd school will be placed with the group having the closest average to its enrollment.
6. Public schools have the option of requesting a move-up to a higher class. If they choose to do so they must request a move to a higher State class. For example C to B but not C to CC. Non-public schools moved up by the Non-Public School and Charter School Classification Committee may be moved up within a Class. (For example, D to DD) The Athletic Council must approve all move-ups. Schools wishing to move-up must do so by June 1 for the next school year. Schools wishing to move up in spring sports must do so by September 1<sup>st</sup> for that school year. No move up, voluntary or mandated, will effect any other school by altering that school's original classification.
7. Combined teams will count in the appropriate classification if the schools apply by the above mentioned dates (see item 6). If schools do not apply by the above mentioned dates their respective applications may be approved and if so they will be placed in the appropriate class with no other adjustment being made to any other school or class.

8. The sport coordinator will submit the sport classification to the Executive Director for approval.
9. After approval is given, the Executive Director will compile and publish a classification booklet for all sports. This will be placed on the Section V website. Each coordinator will also place the classification for their respective sport on his/her own website as well.
10. If a school does not participate in a sport that school will not be listed the following year. If the school can participate, it will be placed in the appropriate classification with no change to any other school or class.
11. The sport coordinator will notify the Executive Committee if there are any other changes in the numbers used to determine State classes or if there is a change in the number of State classes.
12. A sport coordinator must recommend to the Athletic Council any change in the number of sub-classes even if the number of sub-classes is within the above mentioned guidelines. A sport coordinator is not required to recommend sub-classes if he/she feels it is not in the best interest of his/her sport.
13. An open or closed sectional tournament will be based on the recommendation of the sport coordinator and the approval of the Athletic Council.
14. Any special situation which would be of benefit to the entire sport's classification and not be advantageous to a single school must have the approval of the Athletic Council.

Adopted May 19, 2010