



KANSAS

HANDBOOK

High School & Jr. High School

The goal of the Kansas High School Rodeo Association is to provide an opportunity for young rodeo athletes to compete in high quality rodeos and promote good sportsmanship. It is a learning opportunity as the students strive to maintain good grades and practice to improve their rodeo skills. High School Rodeo teaches responsibility for performance animals and humane treatment of rodeo stock.

The Kansas High School Rodeo Association follows the National High School Rodeo (NHSRA) rulebook. The rules and guidelines contained in that rulebook will be the final determining factor in all areas of conduct.

However, as with all associations, KHSRA has some policies and procedures that are unique. Some policies change on a yearly basis in response to changes in the association. This handbook is an attempt to detail those policies.

The Jr. High Division of the Kansas High School Rodeo Association follows all the same policies and guidelines and has the same board of directors. The Kansas Jr. High division was organized in 2004. The first year there were 43 members and only had a state finals rodeo. By 2008-2009, the association had grown to 60 members and held 8 qualifying rodeos and a state final. In May of 2011 the Kansas High School Rodeo Association merged the high school and Jr. high division into one association since they fall under the guidelines of NHSRA and the Jr. High division is a sub-division of the high school association. The board of directors serves both. The high school national director can appoint a Jr. high national director if he/she so chooses.

KHSRA/KJHSRA is a 501c3 not for profit organization. All financial records are available in the rodeo office with the state secretary at all rodeos. Appointments to see the financial records at another time besides rodeos, can be made with the president and/or state secretary by contacting them.

How to Become a Member:

Your paid membership runs From August of the current year to State Finals of the preceding year. If you become a spring member your membership is the same amount and will run thru Finals in June.

Membership Requirements are: NHSRA

Membership Form KHSRA State
application Form Minors Release
Form

Responsibility Agreement Form

Hospital Release Form

Current Grade Card

Copy of Birth Certificate (new members only)

The above forms must be completed and submitted to the state secretary via your online membership portal on NHSRA prior to call-in of your first rodeo that you wish to enter. If the above documents are not in the hands of the state secretary prior to call-in of your first rodeo, the member will be required to pre-pay their entry fees prior to the Monday of the rodeo.

Central Entry System

Rodeos are entered using our online entry system. The entries will open 2 weeks prior to the start of the rodeo at 12:01 am. The entries will end 10 days before the rodeo on a Wednesday at 11:59 pm.

The link to enter a rodeo will be listed on the website –

www.khsra.net/schedule.html. You will be responsible for entering 1 or both days of the rodeo and confirming your entries. Once the entries are made, a check can be mailed for the amount of fees plus a 5.00 per day office fee to the state secretary. This must be received, **NO LATER THAN**, the Wednesday before the rodeo. If not received by the due date, there will be a \$50 late fee that applies. All checks will not be cashed until the Monday after the rodeo. We will also offer a Paypal option to pay fees. Our association Paypal address is khsrarodeo@gmail.com. If paying by Paypal, please see the instruction listed on our website on exact instructions for paying via PayPal. You MUST include the extra fee that Paypal charges with your payment so that the association received the full amount owed by you. For your convenience, there is a PayPal calculator link on our website to figure out how much extra to send.

Late entries after the online entries close will be accepted by email –

khsrarodeo@gmail.com and will close the Tuesday before the rodeo at 11:59.

Late entries will be charged a **\$50 late fee**.

You will have to be a current member in good standing (fees paid and all paperwork submitted on your membership portal in order to enter a rodeo).

Notice to Team Ropers:

a. Only 1 partner can enter the team online so make sure that you coordinate who is going to do this. You will pay separate though, just as usual. The partner who entered should forward the email receipt to the other partner proving entries.

b. If you are **not** entering with a partner – you MUST email the entry in – khsrarodeo@gmail.com during the selected entry period. You are only

allowed to draw a partner 4 times during the year. If you are requesting a draw partner for rodeo for either team roping or ribbon roping, those entries must be emailed to khsrarodeo@gmail.com during the entry dates. Also, if you are requesting a draw partner, you must pay the fees for the draw partner. If money is won, it will be between you and the draw partner to exchange earnings as the volunteer check will be made out to the person who you drew.

c. If you enter as a single, you are responsible for finding your own partner.

d. You may only draw a partner 4 times per season for team roping. After that you will not be allowed to enter the team roping unless you enter with a partner.

Please see the KHSRA website – www.khsra.net on the Schedule & Results Page for any updates to the entry system or notices on changes for the rodeo.

Position draw will be posted on the website by Wednesday immediately prior to rodeo. This is always **unofficial**. The official draw is posted one hour prior to the start of the rodeo.

Draw Outs: If it is necessary to draw out for any reason other than med/vet release, the secretary must be notified by email (khsrarodeo@gmail.com) by 6:00 p.m. on the Sunday prior to the rodeo drawing out of. If the contestant draws out after Sunday at 6:00 p.m., contestant must pay all entry fees by the deadline of when fees are due (the Wednesday before the rodeo). Failure to do so results in a \$50 late fee as well as not being eligible to enter the next rodeo until the fees plus late fee are paid. On a vet release, jackpot fees will not be due, but the stock charge and awards/secretary fee will still be due. Draw outs prior to Sunday before rodeo will not incur penalties. Vet/med releases after the draw out deadline include the required fees and must be paid by the deadline of when fees are due for that rodeo. All vet releases and doctor releases need to be emailed to the State Secretary at khsrarodeo@gmail.com.

Doctor Release/ Vet Release Information

Vet or doctor releases need to be on the **doctor's letterhead**. The email to send them to is khsrarodeo@gmail.com. Doctor Release (D/R) and Vet Release (V/R) will be accepted at any time, **up until the time that the contestant is scheduled to compete**. Vet or Med Releases are still required to pay the entry fee minus the jackpot fee if you vet or med out after the draw out deadline (the Sunday before the rodeo by 6 pm). If you have already paid full fees, the secretary will reimburse you the jackpot fees as long as the proper documentation is provided by the timeline stating that you are a med/vet out.

Doctor Release (D/R) must be emailed to the rodeo Secretary at khsrarodeo@gmail.com

Membership Status: All members must be in good standing with Jr. & High School Rodeo to be eligible to enter any qualifying High School Rodeos.

Returned Checks: (First and only offense) **Amount of check + \$50 to be paid in cash.** Additionally, all fees from that point forward will be paid in cash. No checks accepted from those individuals for the remainder of that rodeo year. If someone starts a PayPal dispute on a valid payment made to KHSRA – the returned check policy applies and there will be a \$50 fee.

Check in at Rodeo: **All fees must be paid by the Wednesday prior to the rodeo.** There will be no formal check in at the rodeos. At the first rodeo, back numbers will be handed out and that method will be sent to members via the email list and the KHSRA FB page.

Entry confirmation: It is the contestant's responsibility to make sure they are entered in the upcoming rodeo. There is an option to receive an email confirmation of your entries when you enter. You have to manually put in your email address and it will send you the verification of entries. You must do this for **BOTH** days that you are entering. Most of the time, these confirmation emails end up in your SPAM/JUNK mail folder, so please check there.

Send unpaid fees to:

KHSRA - Suzan Adams • 7762 Old Stage
Rd • Junction City, KS 66441 •

Non-Members

Non-members may enter 1 rodeo (both days) per year. The forms and information are on the website in the Official Documents section. The forms and fee payment must be mailed to Suzan and received by her prior to the rodeo.

Team Roping and Jr. High Ribbon Roping Partner Information

It is up to the contestants to find partners for these two events. The state secretary can help get the word out on the website and/or facebook page but the ultimate responsibility lies with the contestant. When you have no partner, you are allowed to draw a **maximum of 4 times for a partner** (not 4 week-ends but 4 times). If you have a regular partner for these events, but he/she can't make it that week-end, you can be put in the team roping draw. The same rule applies – you can only draw 4 times. There will be a list of volunteers and the rodeo secretary draws from those names to determine your partner. You can't choose your partner for the draw. If you are requesting a draw partner, you must pay the fees for that person. If money is won, it will be between you and the draw partner to exchange earnings as the volunteer check will be made out to the person who you drew.

Goat Break In

Goat Break in is **optional**. This is done if the goats are fresh. It is up to the adult and student goat directors to coordinate this and let the state secretary or

rodeo secretary know if one will be held. If it is held, it will be 3 hours prior to the start time of the rodeo.

of Loops for Roping Events and Breakaway Rules

Jr. High Team Roping Loop limit will be 3 loops. For Jr High Breakaway, and Tie Down, there will be a 2 loop limit. Ribbon Roping is 1 loop.

For High School Team Roping, there will be a 2 loop limit.

For High School Breakaway and Tie Down, there will be a 1 loop limit.

High School Breakaway will be a bell collar catch only. Anything other than that will be a no time.

Kansas High School Rodeo Fund Raising

Please see our KHSRA website under the Official Documents Page and then click on Responsibility Agreement form to see the different fund raiser options that are listed for the current year. **The due dates for turning in sponsorship money will be announced and posted to the website. There will be a \$100 late fee for turning money in after that time.** If a member fails to turn in the money by April 1st, they will not be allowed to enter the state finals. The financial requirements for high school and jr. high are different, so please make sure that you understand what you are responsible for

Sponsorship Information

Since each event saddle costs approximately \$1250-\$1500, we ask that each event director be responsible for organizing his/her event and participate in a sponsor drive to raise at least \$1000. Parents are also asked to work at raising additional sponsorship funds. In order to have the same information available to everyone; we have developed different levels of sponsorships. The information has been handed out in your membership packets at the first rodeo that you attend. Please review your sponsorship packet as levels may have changed from past years.

Sponsorship Benefit levels ranging from \$1-\$2000 is included in your sponsorship packets. Please make additional copies, which you will hand out to your potential sponsors. We have found that most companies begin their advertising budget for next year, in the fall. By getting this information into their hands early, they have the opportunity to plan on which level they would like to sponsor high school rodeo. The key is to touch base with them early and follow up. These forms will also be located on the website at www.khsra.net for your convenience and our sponsors. One thing to remember, you don't know until you ask. So don't prejudge anyone, give him or her the opportunity to decide.

Raffle sales and Sponsorship sales are *two separate* incomes for the association. These changes were made in an effort to make it less confusing for the members.

The minimum required sales/fund raisers alone **DO NOT COVER** the cost of all the awards at state. It is very important that everyone participate in the sale of sponsorships on a voluntary basis.

Dress Code

Contestants are required to be in full western dress one hour before the rodeo begins (does not include when cutting starts, but the actual rodeo). The start of the rodeo does not include the cutting contest. However, if you are in the arena, during the cutting contest, you are required to be in full western dress. Contestant and helper (adult and/or parent) if in arena must be in full western dress code. Contestant must be in western attire to check in with the rodeo secretary if it is one hour or less before/after the start/end of the rodeo. Contestants are required to be in western dress until the rodeo is complete. If the rodeo is a co-sanction rodeo with KJHSRA, you must remain in western attire until your rodeo is complete. For example, if you are a high school member and the high school rodeo ends first, you can change after the last person goes in the last event even if the Jr. High rodeo is still going on. Your back numbers go on your back, not pinned to your belt on your hip.

A \$25.00 fine can be assessed by any member of the executive board for dress code violations. If a fine is assessed, you can't compete in another rodeo until this fine is paid to the rodeo secretary.

Back Numbers

Contestants from the time they check in on the first day until the time the contestant leaves the rodeo grounds to go home will wear their state issued back numbers. Back numbers will be worn on the back to all activities during the rodeo weekend. Contestants must wear their own back number that was issued to them. Exceptions to when you have to wear your back number will be swimming and Cowboy Prom. Back numbers must be taken to prom and checked at the door. **ONE (1) Back** tag will be issued to you at your first rodeo. You will be responsible for this number the entire year. If your back tag is torn up you may bring it back for a replacement. **If you lose or forget your back number you may purchase a new one for \$10.**

Grades

Grade cards must be submitted to the state secretary for grade verification. Contestants are not eligible to enter until the state secretary has verified the grades. For the fall semester you will submit your grades from the previous spring semester, for the spring semester you will submit your grades from the previous fall semester. New members must submit their latest grade card with membership application.

A contestant is required to be passing at least 70% of the classes taken.

Passing is defined as anything above an F.

Conduct

Inappropriate conduct is covered in the national rulebook under the section entitled: **Contestant Disqualification**. It is each contestant's

Responsibility to read and understand what behavior is not acceptable at a high school rodeo. Examples include but are not limited to: in Association with, drinking, narcotics use, property damage, rowdy behavior or fighting, conduct or speech detrimental to KHSRA/NHSRA. If there is a reported infraction, the contestant involved is entitled to a hearing with the executive committee as per the rulebook. It is important to remember that your conduct as a KHSRA/NHSRA member reflects back on the association. We want to promote a positive image.

Directors

Directors shall assume their position upon completion of the National Finals Rodeo following the June meeting in which they were elected. They will remain on the board until the completion of the National Finals Rodeo of the year their term expires. The State Secretary will be a non-voting member of the board. From the board of directors, an executive committee is formed consisting of the National Director, the President, the Vice President and the State Secretary. The President & Vice President will assume duties at the completion of the National Finals Rodeo.

Rodeo Entry Fees

Entry fees are as follows: Bareback, Saddle Bronc, Bulls, Cutting - \$55.00. Breakdown is – stock fee 23.00, payback 23.00. Reined Cowhorse, Breakaway, Calf roping, Steer Wrestling, \$45.00 – Breakdown is stock fee 16.00, payback – 20.00. Barrels, poles and goats and team roping- \$35.00. Breakdown is - stock fee 11.00, 15.00 payback. In all high school events – 6.00 of entries will go towards awards and 2.00 will go to the State Secretary and 1.50 to the assistant secretary. Jr. High entry fees are \$35.00 per event per day, \$15 payback, 11.00 stock, 7.00 awards and 2.00 secretary fee.

There is also a \$5.00 a day office fee that will go towards paying mandatory insurance to host the rodeo and rodeo/office supplies.

If a contestant vet or doctor releases out of the rodeo, they still must pay
The stock fee (amount is dependent on event – and the 9.00
awards/secretary fee). If you do not show up or compete in your event,
then you are responsible for paying your full fees.

Scholarships for high school seniors

Scholarships will be awarded, based on contestants' interviews and available funds, to as many seniors as possible each year. The money for the scholarships will come from the proceeds of the half-and-half tickets sales held at each qualifying rodeo. Memorial and special award scholarships are also available.

Committees

The directors and committee volunteers share the duties and responsibilities of running our association. Any Committee proposals must be presented to the board for approval. Committees are as follows:

Scholarship:

1. Chairman will be responsible for reviewing finances and presenting financial reports to the board.
2. Will help coordinate scholarship interviews.
3. Help sell half and half tickets
4. Get scholarship applications to seniors
5. Help with senior table at State Finals

Cowboy Church:

1. Coordinate with rodeo committees to provide services.
2. Help Chairman find speakers, promote involvement

Finals Program:

1. Chairman will be responsible for working with printer.
2. Be responsible for organizing the sponsorship drive
3. Collecting and reporting on the sponsorship income

Promotion Committee:

1. Will be responsible for making KHSRA more visible
2. Will write articles to submit to the NHSRA magazine.

Awards Committee:

1. Responsible for State Finals Year End Awards
2. Secure bids for Year-End Awards and present them to the Board at the Mid-Winter Meeting.

Misc. Guidelines

1. If there is a complaint or a disagreement regarding stock, rules, etc, there is a prescribed order to be followed: A contestant must first bring his/her concern to the attention of the event director. The event director then relays the information to the National Director. The National Director and the even director will work to resolve the problem. A **parent should never go directly to a judge or an event director.**
3. Contestants may ride or practice in the arena up until 2 hours prior to the first performance and after the last performance on Sunday. They may not interfere with the stakes. With the approval of the rodeo committee and the judges, they may enter the arena at other times.
4. Rodeos cannot continue without an ambulance or EMT on the grounds.
5. Contestants may make both runs on Saturday or Sunday, to attend their own graduation or a sibling's graduation. This will apply to a sibling even if they are not members of KHSRA. If entered in team roping this will apply to the roping partners. Team roping partner may compete on both steers in one day. All other events will be ran as normal for the partner. The other exception to where you will be allowed 2 runs in one days is a KSHSAA state ending qualifying event such as state track, state baseball, etc.
6. State Finals: Year-End top 15 (points received through Saturday night, determined by year-long totals) in each event will compete in the short go on Sunday.
7. KHSRA State Finals Average prizes will be awarded after 2 go- rounds of competition to the highest placing contestant after 2 head of

competition.

8. Contestants who qualify for the National Team may retain their State awards in either of the following ways: 1) Committing to go to the National Finals on Sunday after the State Finals are over, or
2) Notifying the National Director and State Secretary that they will not be entering Nationals on Sunday after the State Finals. If a commitment is made to go to Nationals and not honored, the contestant will have to pay for the State Finals awards or forfeit them to the next place qualifier.
9. Home-schooled contestants are allowed to join the association if it is through an accredited program. Movement to home school during the school year must obtain prior board approval.
10. All stallions must be stalled in a secure four-sided paneled stall or pen when the owner is not directly with the animal. No electrical fences will be allowed.
11. Please check out our website khsra.net for
 - a. *Position draw*
 - b. *Rodeo results*
 - c. *Standings and points*
 - d. *Announcements*
 - e. *Rodeo schedules and info*
12. Rough Stock may be loaded during the barrel racing or any timed event.
13. Rodeos running a track, the recommended minimum width for the track will be 40'.
13. Time keeping – all stock events are recorded to the 100ths and barrels and poles are recorded to the 1000's.
14. Please note that travel money is **NOT** guaranteed for nationals.
Travel money is based on the amount of money KHSRA contestants raise from sponsorship and fund raising efforts during that year. After expenses are met, startup money for the next year is withheld and the remaining amount is divided up equally between national qualifiers.

The web-site address www.khsra.net.

Mark it as a "favorite"!

State Qualification and Year End Points

How Do I qualify for KHSRA State Finals? Every KHSRA member must be a member in good standing. A member in good standing means:

1. You are academically eligible.
2. You have met the calendar requirements (fall members) or the sponsorship requirements for new spring members.
3. You have submitted the required entry forms to compete at the KHSRA State Finals.
4. You have entered and competed in a state-qualifying rodeo in each event that you plan on competing in at the State Finals.
5. If a contestant draws out prior to the designated draw out deadline

- on the finals forms, the contestant would receive 100% of all entry fees back. Turnouts will receive no entry fee money back.
6. You do not have to have any points in an event to enter that event in finals, However, you have to have entered the event at least one time during the season.

Finalist Coats – To be eligible to receive a finalist coat, a contestant must enter and compete in state finals. If there is a medical issue, a medical release must be presented to the rodeo secretary to receive the coat.

KHSRA Point System to qualify for Nationals

- The accumulative point system is used for qualification for nationals.
- Points awarded per event at a qualifying rodeo:
 - 1st 10
 - 2nd 9
 - 3rd 8
 - 4th 7
 - 5th 6
 - 6th 5
 - 7th 4
 - 8th 3
 - 9th 2
 - 10th 1
- Points from 80% of the Kansas hosted qualifying rodeos will be carried into finals. For high school for the 2022-2023 season that will be **16** of your best qualifying rodeos and 11 for Jr high will be carried into State finals. (160 max points for high school and 110 for jr high)
- Points won at State Finals:

1st-2nd and short round		Average
◦ 1 st 10	15
◦ 2 nd 9	13.5
◦ 3 rd 8	12
◦ 4 th 7	10.5
◦ 5 th 6	9
◦ 6 th 5	7.5
◦ 7 th 4	6
◦ 8 th 3	4.5
◦ 9 th 2	3
◦ 10 th 1	1.5

- These points will be won in the 1st round, 2nd round, and short round. Points for the average will be earned as shown under average column.

Maximum points possible at finals is 45 points.

1st go = 10
2nd go = 10
3rd go = 10 (short round)
Avg = 15
Total = 45 points

- The final round at state finals will be the top 15-point winner for the year-end, not necessarily the top 15 in the rodeo average. Points carried into the rodeo plus points won in the first and second round will be the top 15 in the final round. Only contestants who compete in the final round will be eligible for average points.

Option B: (used for figuring All Arounds **at** state finals)

1. In each event 450 points will be offered by the Association, either State/Provincial. From this, Secretary will deduct 150 points to be paid for the Finals. This is to be done on one go- round and a finals and on two go- rounds and a finals. To the remaining 300 points will be added ten (10) points for each contestant entered in that event. These totals are the points to be split for the go- round and average.

a. On two head of stock the average will be the same as go round points in all events. The total points to be divided by three when there are no finals.

b. On three head of stock the average will be one and one half times the go- round points in all events.

c. On one go and a finals, the average and go- round points will be equal.

In order to receive points in a go- round, finals or average, a contestant must earn a place by making a qualified score or time in that event. Points not earned will not be awarded. All go- rounds, finals and average points are to be split on the basis of 40% for 1st; 30% for 2nd; 20% for 3rd; and 10% for 4th. The contestant qualifying on the most head of stock will have point precedence in placing in the average over the contestant who qualified on less head of stock, regardless of total scores.

Number of entries and payback-

1-3 Contestants.....1st 100%

4-7 Contestants.....1st 60% - 2nd 40%

8-11 Contestants....1st 50% - 2nd 30% - 3rd 20%

12-15 Contestants...1st 40% - 2nd 30% - 3rd 20% 4th 10%

16 plus contestants..1st 33% - 2nd 27% - 3rd 20% 4th 13% - 5th 7%

Payback will not exceed five (5) monies. **Ground money will be NOT be paid back if there are no qualifiers.**

Stock Requirements

Rough Stock

At least 60% of the number of entries in the event plus two head.

Cattle Requirements

Cutting Event - 2.5 head per contestant is recommended for the boys/girls cutting.

Roping Events - At least 33% of the contestant entries with a minimum of 15 head (plus 2 extras) or the number of entries, (plus 2 extras), if less than 15. First example: 50 calf ropers would require 19 calves (17=33% plus two extra). Second example: 8 steer wrestlers would require 10 steers (minimum requirement – 15 head or number of entries plus two extra). Third example: 25 breakaway ropers would require 17 calves (minimum of 15 head plus two extra).

Boys Calf Roping Calves:

- Minimum weights 180 lbs.
- Maximum weights 250 lbs.

Boys Steer Wrestling Cattle:

- Minimum weights 450 lbs.
- Maximum weights 550 lbs.

Girl's Breakaway Calves:

- Minimum weights 180 lbs.
- Maximum weights 350 lbs.

Team Roping Cattle:

- Steers must be uniform in weights and breed.

Goat Tying – A minimum of 1/3 enough goats plus a minimum of 1 extra is required.

Goat Tying Goats:

- Minimum weights 40 lbs.
- NO pigmy goats will be or allowed

Reined Cow Horse – 1 head per contestant

Responsibilities of Event Directors

1. Be available to assist judges for your event.
2. Record penalties, scores, etc. for your event.
3. Collect all the paper work for your event from the judges and timers and give to the rodeo secretary.
4. Help secure saddle sponsorship (this does not mean that you have to raise the money yourself, but you need to be the leader and motivate your event contestants to raise the necessary sponsorship money.)
5. Good leadership role and participation in your association.

Payback checks must be cashed within 90 days from receipt.

CONSENT TO USE NAME AND LIKENESS

Any Member of the KHSRA/KJHSRA who enters or otherwise participates in a KHSRA/KJHSRA sanctioned event, any official or staff of the event, and all other persons admitted to the event shall, as a condition of and in consideration of participation, admission or other involvement therein, be deemed to consent to KHSRA/KJHSRA ownership of all rights in and to his or her appearance or other involvement therein. The KHSRA/KJHSRA shall have the right, and may permit others as it sees fit, to dispense, reproduce, and otherwise use any such person's name, voice, likeness, biography, photograph and other pictures in connection with the advertisement and promotion of a KHSRA/KJHSRA - sanctioned event or the sport of rodeo. However, such advertisement and promotion shall not be made in conjunction with any statement constituting an endorsement by such person of any product or service, unless that person's consent thereto is first obtained. A Member of the KHSRA/KJHSRA who participates in a KHSRA/KJHSRA -sanctioned event authorizes the KHSRA/KJHSRA to act in the Member's behalf as well as in behalf of the KHSRA/KJHSRA in engaging in promotional activities relating to the conduct of the sport of rodeo.