



DEPARTMENT OF DEFENSE
EDUCATION ACTIVITY
OFFICE OF THE DIRECTOR, EUROPE
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MEMORANDUM OF UNDERSTANDING
BETWEEN
DEPARTMENT OF DEFENSE DEPENDENTS SCHOOLS-EUROPE
AND
EUROPEAN FORCES SWIM LEAGUE

SUBJECT: Condition of Program Implementation of Awards, Media, and Student Standards for the European Forces Swim League Swimming Program

1. This memorandum of understanding (MOU) standardizes youth swimming programs procedures and support services between DoDDS-Europe and the European Forces Swim League (EFSL) and replaces MOU Conditions for Awarding DoDDS-Germany Students Athletic Letters for Swimming dated 9 March 1988.
2. DoDDS-Europe agrees to support and recognize athletic achievements of high school (HS) students who participate in the European Forces Swim League as follows:
 - a. Purchase and award 8-inch chenille letters for varsity and 6-inch chenille letters for junior varsity participants who are determined to be eligible according to DoDDS-E policies and EFSL requirements. The EFSL via local teams will provide the local high school with a student roster of swimmers eligible for the chenille letters.
 - b. Ensure swimmers are eligible by reviewing the team roster and ensure disciplinary actions are noted, and forward information to team presidents to take corrective action.
 - c. Provide opportunities for eligible students to purchase letter jackets through their respective schools.
 - d. Provide opportunities for eligible students to participate in the Varsity Letter Clubs.
 - e. Grant excused absences to participants of the EFSL program provided the meet schedule has been made available to the school prior to the start of the season and a list of participants who will be absent from school for any scheduled meet is provided at the minimum of one week prior to the absence.
 - f. Provide visibility / news media for students:

- d. Organize official practice sessions a minimum of two times per week for a minimum of 1.5 to 2 hours for each practice.
- e. Monitor all eligibility requirements listed in this MOA. The following is a list of pertinent eligibility rules:
 - i. Students may only participate in one varsity sport per season.
 - ii. Students may not participate on a high school varsity or junior varsity team unless they are entered in the ninth grade of that school. However, a ninth grade student from a feeder/home school is eligible to participate for the high school varsity or junior varsity program.
 - iii. The swim season will commence each school year during the month of August. Grade enrollment will be determined for each student by using the grade each student is enrolled in at the beginning of the school year.
- f. The EFSL is the governing body for this program.

4. To be eligible for a DoDDS varsity letter or junior varsity letter according to the published provisions and of DODDS-E and the EFSL, students must:

- a. Meet the DODDS-E academic and athletic eligibility standards and school regulations commencing on the first day of the season through the completion of the season.
- b. Be recommended for a letter by the local swim team's BOD.
- c. Adhere to appropriate "Code of Conduct" provided by the local swim team.
- d. Maintain participation in practice 100 percent of the time with the exception of time lost to sickness, injury, or other unavoidable problems. This also applies to all scheduled meets. At minimum, teams must organize official practice sessions two times per week for a minimum of 1.5 to 2 hours for each practice.
- e. Varsity Letters: Students must fulfill the following standards to earn a high school swimming Varsity letter:
 - i. Students must be enrolled in grades 9-12 on the first day of the season.
 - ii. The team must have competed in a minimum of 4 meets per season as described in the EFSL By-laws.
 - iii. An individual must either qualify for Individual Championships and earn at least one point from each column in Table A.

OR

- i. Publish meet schedules, to include school marquees, school newsletters, and local papers.
 - ii. Announce meets and results of meets through school media based on Military Services operational procedures.
 - iii. Provide equal representation to display articles and pictures on the accomplishments of the swim team consistent with other high school team sports (i.e., bulletin boards).
 - iv. Permit EFSL team divisional championship banners to be hung at the school. The banner purchase will be the sole responsibility of the local EFSL team based on funding levels and/or through affiliated booster clubs.
 - v. Include swim team photos in the yearbooks. (AS)
- g. Provide EFSL team coaches opportunities to attend coaches' credentialing, at no cost to DODDS-E. This may be made available through the local school athletic director.
- h. The Athletic Director will serve as the liaison officer between the HS administration and the EFSL/local swim team.
- i. DoDDS employees who are coaches or otherwise actively involved in the EFSL program are required to take Any Purpose Leave (APL) for trips or other absences related to the EFSL program.
- j. DODDS-E will not provide Extra Duty Compensation for EFSL program coaches.

3. The European Forces Swim League organizations agree to support the conditions necessary to increase swimming visibility and to ensure varsity and junior varsity swimming letters are awarded IAW DODDS-E programmed requirements. The individual EFSL swim teams' Board of Directors (BOD) will:

- a. Provide a list of swimming participants to the local school Principal or designee not more than two weeks after the first day of practice.
- b. Provide the school administration with the meet schedule prior to the start of the season.
- c. Provide an accurate list of swimming participants who will be absent to the school administration one week prior to the absence.

Earn 60 points in any combination from Table A, with a minimum of 1 point in each column

- f. Junior Varsity Letters: To earn a high school swimming Junior Varsity letter, the following requirements must be met:
 - i. Students must be enrolled in grades 9-12 on the first day of the season.
 - ii. The team must have competed in a minimum of 4 meets per season as described in the EFSL By-laws..
 - iii. An individual must either qualify for Individual Championships and earn at least one point from each column in Table A.

OR

Earn 40 points in any combination from Table A, with a minimum of 1 point in each column

Note: High school seniors are not eligible for junior varsity letters.

5. The EFSL Individual Teams' Board of Directors will:
 - a. Monitor, through team representatives, fairness in granting high school letters.
 - b. Monitor eligibility of all swim team members by contacting the DoDDS high school Athletic Director as required, prior to the start of the season.
 - c. Coordinate transportation and pool facilities, special awards, and other minor expenses associated with conducting a swim program. All expenditures are linked to yearly funding levels and what is operational / affordable within the individual EFSL team constraints.
 - d. Develop schedules that minimize the loss of school time. Meets will be scheduled on Saturdays and or Sundays. Schedules will be consistent with other DoDDS-E schedules with regard to loss of school time.
 - e. Recruit volunteer coaches and train volunteers in accordance with (IAW) current EFSL standards.
 - f. Ensure media information is provided to DODDS-Europe within a timely manner established locally with the DoDDS athletic director. This includes but does not limit information provided i.e., league schedules, meet results/highlights, etc.

- g. Utilize EFSL sanctioned referees and officials in accordance with the EFSL by laws.
- 6. Meet Standards for EFSL Sanctioned Meets:
 - a. Teams are allowed to wear local school colors and use high school names and mascots.
 - b. Rosters are determined by EFSL individual teams' Board of Directors.
 - c. Swimming Participation Rules: Determined by the guidelines within the EFSL by laws.
 - d. Season will run from August – February (inclusive of both fall and winter DoDDS sports seasons). The meet schedule will be constructed by the EFSL Team Membership at the annual scheduling meeting each May.
- 7. Local High School DODDS-E Athletic Directors and the local EFSL swim team will coordinate the following:
 - a. Determination of student eligibility for Varsity and Junior Varsity letters.
 - b. Use of school media resources to announce local meets to the student body and community to include but not limited to local school newspaper, Europe-wide media sources, marquees, and athletic bulletin boards.
 - c. Logistical support for housing, transportation, officials, or other requirements is the responsibility of the EFSL and its local teams.
 - d.

NC Bresell
NANCY C. BRESSELL
Director, DoDDS-Europe

8 October 2009
(date)

Erin Grazak
ERIN GRAZAK
European Forces Swim League

3 October 2009
(date)

TABLE A. MEETS

PARTICIPATE IN MORE THAN PERCENT INDICATED

POINTS	PLACE IN DUAL MEETS	PLACE IN TRI(+) MEETS	% PART. MEETS	% PART. PRACTICE
10		1	95	100
8	1	2	90	95
6	2	3	85	90
4	3	4	80	85
2	4	5	75	80
1	5	6	<u>70</u>	75

Note 1: Meets indicates the numbers of meets for the team set at the Scheduling meeting. Meets added on later to the schedule, cannot be used for meet participation points.

Note 2: Place points can be earned either from dual meet or tri meet column.