

WLAL

Western Lutheran Athletic League

BYLAWS

2021-2022

WESTERN LUTHERAN ATHLETIC LEAGUE BYLAWS
(REVISED for 2020-2021 SCHOOL YEAR)

A. MEMBERSHIP

A1. The Western Lutheran Athletic League (W.L.A.L.) consists of the following schools: Christ the King, Southgate; Concordia, Redford Township & Farmington Hills; Guardian, Dearborn; Northville Christian; St. John's, Waltz; St. Matthew, Walled Lake; St. Matthew, Westland; St. Michael, Wayne; St. Paul, Royal Oak; and St. Paul's, Livonia. Athletic Director meetings are held three-five times per school year, usually in August, October or November, January or February, March or April, and June. The chairman may call special meetings.

A2. Any school desiring acceptance into the W.L.A.L. must petition in writing to the W.L.A.L. through its chairman. Upon receiving the written petition, membership will be discussed and the vote for approval/disapproval will take place following the submission of the written petition. The petitioning school must gain a 2/3 vote of the member schools to meet approval. Following the vote of approval, the petitioning school will be admitted to the W.L.A.L. with guest status for one school year. Guest status allows the school to participate in all W.L.A.L. regular season and tournament competition. A petitioning school must submit the letter requesting W.L.A.L. membership before the June meeting if the school wishes to be approved as a guest member of the W.L.A.L. during the following school year.

A3. Membership dues for each league school are **\$325.00 (adopted 8/17/17)** per school year. Due date for all payments is October 1. Thereafter a \$25.00 late payment fee will be assessed. Dues and fees are used to purchase traveling plaques/trophies, pay officials at tournaments, and cover honorariums. Checks are payable to *Western Lutheran Athletic League*.

A4. Traveling league trophies/plaques will be used for the following league sports: soccer (3), girls' basketball (3), boys' basketball (3), volleyball (3), co-ed slow pitch softball (1), and girls fast pitch softball (1). Those sports offering three awards have post season Division I and Division II tournaments.

A5. Each school will provide other league members with the necessary map(s) indicating where home athletic contests will be held. Updated maps should be available at the August meeting.

A6. Athletic directors unable to attend meetings should send a representative from the school.

B. CONDUCT OF PLAYERS

B1. Participants must attend the school for which they play.

B2. Any player who becomes 15 years of age by January 1 will be not ineligible for any sport during that school year and thereafter. Age exceptions will be handled on an individual basis by the unanimous approval of the athletic directors.

B3. All players shall act in a sportsmanlike manner while on or near the playing area before, during, or between games. Failure to do so may result in ejection from the game.

Student athletes will be held to the following code of conduct:

1. Demonstrate a Christian attitude at all times – on and off the playing field, at home and school, winning and losing.
2. Treat coaches, opponents, teammates, and officials with respect.
3. Be an encourager. Never tear down; always build up.
4. Take care of your body spiritually, physically, and mentally. Remember your body is the temple of the Holy Spirit and should be treated as such.
5. Strive for excellence in all you do. Realize the importance of giving 100% effort at all times – in practice as well as games.
6. Take care of all other schools' equipment. Respect the other schools' property as if it were your own.
7. Be a team player. Athletics is a great expression of unity. There is no "I" in TEAM.

Examples of poor sportsmanship are as follows:

- a. Disconcerting actions or words
- b. Derogatory remarks to officials or to opponents
- c. Questioning or trying to influence officials' decisions
- d. Showing disgust with officials' decisions
- e. Using insulting language, insulting gestures, or goading actions which engender ill will
- f. Making any contact with an opponent which is deemed unnecessary and which incites rough play
- g. Using any part of a teammate's body or any object to gain physical support for advantage in playing

B4. No student may be a member of a school athletic team without the written consent of one or both parents.

B5. A player shall provide a written statement (a physical) from his/her physician approving him/her for participation in athletics.

B6. The principal and the respective teachers shall certify academic eligibility of members of athletic teams.

B7. No jewelry shall be worn while participating in any sport.

B8. Players must have numbered uniforms (track, cross country, and wrestling are exceptions).

C. CONDUCT FOR COACHES

C1. The coaches for all member schools of the Western Lutheran Athletic League will be held to the following code of conduct:

1. Teach and display a Christian attitude at all times.
2. Teach the skills necessary for every student to improve.
3. Treat players, opposition, referees, and parents with respect.
4. Set a positive example for the students to model.
5. Be prepared for practices, games, and tournaments in order to model responsibility.
6. Display a healthy lifestyle for the students to model.
7. Understand that all students are different and desire different wants and needs.

D. OFFICIALS

D1. The home team provides the official in soccer, volleyball, and softball. This official may select necessary competent assistant officials as the contest warrants. For basketball, the home team provides two officials. If an official is unavailable, please contact the opposing school. (Note: Registered officials should be willing to work for approximately \$20.00 to \$30.00 for one junior high contest).

****NOTE:** In order to avoid a “conflict of interest”, officials must NOT be paid employees or volunteers of the home school. Exceptions can be made for extenuating circumstances. (e.g. paid officials fail to show)**

D2. Game conduct:

Since our main emphasis is on participation, good Christian conduct and sportsmanship, our coaches, spectators, and players should conduct themselves in a Christian manner before, during, and after each athletic event.

No official should have to put up with any kind of abuse.

Harassment (verbal or physical) of any official will not be tolerated. It is the responsibility of the coaches and athletic directors to ensure the proper conduct of their spectators and players.

If harassment occurs, officials will issue the coaches a verbal warning. This is a one-time warning and the coach henceforth will be responsible for correcting the situation.

If the harassment continues, the offending **party (coach or player) incurs a one game suspension if he/she is carded or reprimanded** (ejected). If the harassment emanates from the spectators, the offending person (people) will be asked to leave the premises until the conclusion of the contest.

If the offending spectator refuses to comply, the official will rule the contest a forfeit in favor of the non-offending team.

The non-offending team will report suspensions to the league chairman.

D3. Athletic directors will be involved in dealing with any parental confrontation.

E. SCHEDULING

- E1. No team shall play more than 3 league contests in a single week (Sunday through Saturday) except for tournament play.
- E2. Contests shall begin as close to 4:00 P.M. as possible, considering school dismissal time and distance of travel. Teams that are not able to begin on time shall notify the opposing team.
- E3. Opposing teams must be notified by 2:00 P.M. on the day of the contest if any game must be canceled due to inclement weather or unfavorable conditions.
- E4. Schools must notify the league chairman 10 days in advance if planning not to participate in a league tournament. *Notice given after that time shall result in a bye for that school's scheduled opponents.*
- E5. The change of location of a scheduled contest should be made more than 24 hours in advance of the scheduled contest date. Coaches, players, parents, and spectators want to report to the correct location at the scheduled time.

F. FIRST AID AND INJURY

- F1. The head coach of each team should have basic knowledge of first aid, sports conditioning, and training.
- F2. Each team should be equipped with a complete first aid kit for games and practices.
- F3. In case of minor illness or injury occurring during the school day, the teacher or coach shall carefully observe the athlete. If there is any doubt of his/her condition, he/she shall be referred to a physician.
- F4. In case of suspected head, neck, or spinal injury, the athlete shall not be moved until examined by qualified personnel.
- F5. Each school shall see that adequate insurance is available and is recommended to all athletic participants.
- F6. A player must be removed from a contest when bodily fluids are involved such as excessive bleeding or a uniform saturated with blood. The player may reenter the contest when the official determines that his/her condition is acceptable to continue safe participation.
- F7. Care should be taken to ensure proper disposal and protection when bodily fluids are involved.

G. GENERAL RULES

G1. The National Federation of State High School Associations rulebooks except for the variations and particulars referred to on the pages that follow will cover all sports. Rulebooks can be purchased from the Michigan High School Athletic Association.

G2. Proper procedures for the Grievance Committee:

Protests involving officials' judgments are not allowed. However, if a grievance exists because of misinterpretation/misapplication of rules or unprofessional behavior, a grievance may be submitted to the league.

The league chairman should be notified first. The chairman is responsible for communicating any grievances to the remaining league officers (or appointed athletic directors) who, along with the chairman, form a committee of at least three individuals to consider the grievance. Should any league officer be involved in the grievance because of a conflict of interest, an alternate shall be appointed. Mike Unger, the athletic director at Lutheran High School Westland, will serve as ex officio. The committee is empowered to recommend a course of action and render a decision on the grievance.

G3. Guidelines for breaking a tie:

1. head to head competition
2. draw names from a hat

A tie between teams during the regular season requires all the names of the tied teams be printed on the plate placed upon the traveling plaque (or traveling trophy). Ties during season ending tournaments must be broken unless there are extenuating circumstances.

G4. Guidelines for establishing brackets and division assignments for WLAL tournaments:

1. Ties in the standings are broken according to the guidelines stated in rule F3.
2. Division splits shall be determined by the following methods:
 - a. Teams above .500 (more wins than losses) will be in Division I
 - b. Teams at .500 (even number of wins and losses) will be decided by the following process:
 - i. If said team beat any team(s) in Division I (teams with .500 record or better), then said team will be entered in Division I.
 - ii. If said team did NOT beat any team(s) in Division I (teams with .500 record or better), then said team will be entered in Division II.
 - c. Teams below .500 (more losses than wins) will be in Division II.

SOCCKER RULES

1. The official rules are in the National federation of state High School Associations rulebook.
2. The season runs from September through October.
3. Soccer may be a boys or a coed sport. Participants should be aware that the majority of the participants are boys.
4. The home team will provide the game ball, the field, and the goals and nets. The home team will provide the referee. Competent individuals, provided by either team by mutual consent and referee's approval, may serve as line judges.
5. A # 5 ball will be used.
6. Each half will be 30 minutes long with a 10-minute break between halves. Coaches may mutually shorten the ten minute half with the referee' consent. The Division I and Division II championship games will also have 30 minute halve and a 10 minute half time.
7. Substitutions may be made as follows:
 - a. ball is out of play and your throw in
 - b. half time
 - c. before any goal or corner kick
8. No slide tackles are permitted The first slide tackle results in a yellow card. The second slide tackle results in a red card.
9. No metal cleats are allowed. All-purpose rubber or plastic cleats are acceptable.
10. Shin-guards are required and must be covered with the sock.
11. The goalie must wear a different color shirt from that of his team as well as from that of the opposing team.
12. **Regular season games can end in a tie after sixty minutes (two thirty minute periods) of play (10/09/10).** For end of the season tournament play breaking a tie after sixty minutes (two thirty minute periods) of play will be done as follows:
 - a. Play one 10 minute, sudden death overtime period. Use a coin flip to determine first possession, etc.
 - b. Proceed with a shoot out per the Federation rulebook if the tie remains after the 10 minute, sudden death overtime period .
13. **Mercy Rule, Pt. 1: Once a team gains a 4 goals lead, that team's coach should "re-arrange" the players on the field by switching players from scoring positions to defensive positions. Proper subbing should also be utilized. When a team gains a 5 goals lead, the coach of that team will pull the player who has scored the most goals. When that same team gains a 6 goals lead, an additional player shall be pulled from the game. In effect, this team will play a player or two short until the scoring lead is less than 5 goals. When the scoring lead drops below 5 goals, this team can return to eleven players. (Adopted 10/27/09)**
Mercy Rule, Pt 2: Once an 8-goal lead has been established by halftime or any time thereafter, the match may conclude. However, coaches should have a conversation with the officials before the match to discuss whether they want to adhere to the rule or not. In other words, the teams may choose to play on regardless of the 8-goal deficit. (Adopted 8/15/19)

VOLLEYBALL RULES

1. The official rules are in the National federation of State High School Associations rulebook.
2. The season runs from September through October.
3. Teams consist of 6 players in the positions listed below:

LF CF RF

LB CB RB

4. Rotation is clockwise and begins before each serve.
5. Net height is 7' 4" or as close as possible. (Note: Instead of adjusting the height for junior varsity matches, use the relaxed serving line.)
6. The ball may be played off of your own side ceiling and beams. For low ceilings and beams, home court rules will be decided before the match by the coaches and the officials.
7. Three games are a match. A team must win two games to win a match.
8. The home team provides the official.
9. Each school must provide one line judge for each contest. (adopted 6/18/19)
10. Generally, junior varsity matches precede varsity matches.
11. A relaxed service line, 3 feet forward, will be used for junior varsity games if an alternate service line does not exist.
12. Junior varsity teams will use a Lite ball. Varsity teams use a regulation ball.
13. Varsity players are fourth through eighth graders. Junior varsity players are fourth through sixth graders.
14. Junior varsity substitution is at the discretion of the coach so long as it is consistent throughout the match.
15. Varsity and junior varsity matches consist of three set (games). Rally scoring to twenty-five points is used in the first two sets of each match. Each set must be won by two points. If a third set is necessary, it is played to fifteen points and this set must be won by two points. When a match winner has been determined after two sets (See # 7 above.), the third set does not have to be played if both coaches decline a third set. The "friendly" third set will use rally and end at fifteen points. (Adopted 06/14/05)
16. Junior varsity players should be rotated out of the serving position after serving five consecutive points. Exception: This player may continue to serve if the serve(s) become set points (04/09/08).
17. Varsity teams may use a Libero. The team using the Libero will provide a Libero tracker at the score table.
18. The Friday/Saturday post season tournament play will be determined by regular season standings. The division with the smaller number of teams will play on Friday and the other division will play on Saturday. Two sets will be played against each team in tournament pool play, using regular season scoring and rules (adopted 6/14/12). There will be no warm-ups between matches.

BOYS BASKETBALL RULES

1. The official rules are in the National Federation of State High School Associations rulebook.
2. The season runs from November/December through January.
3. Warm-up time is ten minutes unless shortened by mutual agreement of the coaches and officials.
4. Half time is ten minutes unless shortened by mutual agreement of the coaches and officials.
5. Varsity games consist of four, six minute, stop clock quarters. Each whistle stops the clock. Overtime periods are three minutes in length.
6. Varsity teams may press. However, once a 20 points lead has been established, no more pressing by the team in the lead is permitted. The official will give the offending team one warning. Thereafter a technical foul will be assessed to the offending team.
7. Varsity players are fourth through eighth graders. Junior varsity players are fourth through sixth graders. A player may play in a maximum of six quarters per day When the clock starts, a player has played a quarter (04/09/08).
8. Competent people (preferably adults) shall serve as official timer and scorer.
9. A coach may stand in front of the seat in gyms marked with a coaching box. (It's possible that an official may designate a coaching box in unmarked gyms.) Otherwise, please remain seated.
10. The three-point goal will be allowed in games at gyms having a floor marked with the three-point line.

JUNIOR VARSITY

- A. Junior varsity games are scheduled to allow young athletes experience an organized game situation. The league does not keep records of junior varsity games. All players should be given playing time.
- B. Junior varsity games consist of four, six minute, stop clock quarters. Each whistle stops the clock. Overtime periods are three minutes in length. (*revised 02/01/06*)
- C. Junior varsity teams may full court press only during the last 4 minutes of the 4th quarter (continuing into overtime when applicable). The pressing team must drop the press upon obtaining a lead of ten or more points. (Adopted June 2018)
- D. Junior varsity free throw line: The line may be marked on the floor 12 inches closer to the basket than the regular fifteen-foot line. The player shoots from behind that line. If no junior varsity free throw line is marked on the floor, the shooter is allowed a relaxed step into the lane past the fifteen-foot line.
- E. Junior varsity teams will use a ball with a circumference of 28.5 inches.

GIRLS BASKETBALL RULES

1. The official rules are in the National Federation of State High School Associations rulebook.
2. All girls contests (Junior varsity and varsity) will use a ball with a circumference of 28.5 inches.
3. The season runs from February through March.
4. Warm-up time is ten minutes unless shortened by mutual agreement of the coaches and the officials.
5. Half time is ten minutes unless shortened by mutual agreement of the coaches and the officials.
6. Varsity games consist of four, six minute, stop clock quarters. Each whistle stops the clock. Overtime periods are three minutes in length.
7. Varsity teams may press. However, once a 20 points lead has been established, no more pressing by the team in the lead is permitted. The official will give the offending team one warning. Thereafter a technical foul will be assessed to the offending team.
8. Varsity players are fourth through eighth graders. Junior varsity players are fourth through sixth graders. A player may play in a maximum of six quarters per day. When the game clock starts, a player has already played in a quarter (04/09/08).
9. Competent people (preferably adults) shall serve as official timer and scorer.
10. A coach may stand in front of the seat in gyms marked with a coaching box. (It's possible that a kind official may designate a coaching box area in unmarked gyms.) Otherwise, please remain seated.
11. The three-point goal will be allowed in games at gyms having a floor marked with the three-point line.

Junior Varsity

- A. Junior varsity games are scheduled to allow young athletes experience an organized game situation. The league does not keep team records of junior varsity games. All players should be given playing time.
- B. Junior varsity games consist of four, six minute, stop clock quarters. Each whistle stops the clock. Overtime periods are three minutes in length. (*revised 02/01/06*)
- C. Junior varsity teams may full court press only during the last 4 minutes of the 4th quarter (continuing into overtime when applicable). The pressing team must drop the press upon obtaining a lead of ten or more points. (Adopted June 2018)
- D. Junior varsity free throw line: The line may be marked on the floor 12 inches closer to the basket than the regular fifteen- foot line. The player shoots from behind that line. If no junior varsity free throw line is marked on the floor, the shooter is allowed a relaxed step into the lane past the fifteen-foot line.

Co-Ed SLOW-PITCH SOFTBALL RULES

1. A regulation game shall consist of 7 innings. No new inning shall begin after 1 1/2 hours of play. The umpire and the coaches may determine a shorter period of time.
2. The home team is responsible for supplying a new/good game ball. The boys use a 12-inch softball; *the girls also use a 12-inch softball.*
3. The pitching distance for boys AND girls is 46 feet (adopted June 2018). The distance between the bases is 60 feet.
4. The minimum arc of the pitched ball is equal to the height of the batter when he/she uses a normal batting stance. The maximum height of the pitch is 12 feet.
5. No metal cleats are allowed. All-purpose rubber or plastic cleats are acceptable.
6. Catchers must wear a helmet, mask with throat protector, chest protector, and shin guards. Batters, base runners, and any non-adult coaches should wear batting helmets.
7. Official softball bats are to be used marked with the ASA stamp of approval located on the barrel.
8. Base runners are not allowed to lead off. Base runners must keep a foot in contact with the base until the pitch crosses home plate. Stealing is not allowed. The ball is dead if the batter doesn't hit the pitch.
9. The batter will start his or her at-bat with a 1-1 count (Adopted April 2018). There is no restriction on the number of foul balls hit by a batter.
10. Base awards for overthrows into a dead ball area can be determined by the location of the runners, including the batter-runner, from either the time of the pitch or the time of the throw.
11. The "time out" called and/or signaled by the umpire suspends play.
12. The home team provides the umpire.
13. Coaches should encourage their batters to hit the ball.
14. Mercy Rule:
A mercy is called (end of game) when the winning team has accrued the following lead(s):
 - A). 20 run lead after 3 innings
 - B). 15 run lead after 4 innings
 - C). 10 run lead after 5 innings
 There is no limit to the amount of runs scored in any one inning.
(Rule #14 adopted April 2018)
15. FREE SUBSTITUTION (Adopted 03-29-2000): *The number of batters in a lineup can match the opposing teams. If Team A has nine players (minimum of eight to start the game) and Team B has fifteen players, the Team B's coach has the option of establishing a lineup of only nine players and using any ten (fast pitch - nine) in the field. Any player may be removed from the field at any time and replaced in the field with another player whose name appears on the team roster. A player substitute in the field does not change the original batting order. Therefore, if Smith starts the game playing at shortstop and batting sixth, and is replaced by Jones in the field during the second and third innings, Smith is still the sixth batter. If Jones bats for Smith in the bottom of the second inning, and Smith plays center field for Johnson in the top of the third, there is no problem. However, if Smith returns to the batting order, Smith can only bat in the sixth place. If Jones returns to the batting lineup later in the game, Jones can only bat in the sixth place.*
16. IF STRIKE MAT IS USED: A 21 inches wide by 34 inches long carpet-like mat establishes the strike zone. The plate will NOT be considered part of the strike zone. The back "black", or back edges, of the plate ARE considered part of the strike zone (adopted June 2018).

FAST PITCH SOFTBALL RULES AND COMMENTS

Comment: Slow pitch rules 1,2,5,6,7,9,10,11,12,13,14,and 15 also apply to fast pitch.

Rule 3 does not apply to fast pitch, since the pitching distance for girl's fast pitch is 37 feet. *(Adopted 03-21-01)*

Rule 4 does not apply since there is no minimum or maximum arc for the fast pitch. The strike zone in fast pitch is defined as follows: The strike zone is that space over home plate which is between the batter's forward armpit and the top of the knees when the batter assumes a natural batting stance. Any part of the ball passing through the strike zone in flight shall be considered a strike. The umpire shall determine the batter's strike zone according to the batter's usual stance.

Rule 8 is different because base runners are allowed to leave the base after the ball leaves the pitcher's hand. Base runners are also allowed to steal second base and third base and home. *(Revised 03-21-01)*

MARTIN O. ROEDEL CHRISTIAN SPORTSMANSHIP AWARD

Martin Roedel was a 6th grade teacher and Athletic Director at Concordia Lutheran School in Redford, MI. In March 2015 Marty passed away suddenly from a massive heart attack. He will be sorely missed by his family, friends, students, coworkers, and fellow brothers and sisters in Christ. Marty lived a life of service to the Lord. He especially showed this through his teaching and coaching. He truly exemplified what it means to show great Christian sportsmanship.

The WLAL seeks to promote the type of behavior of which Marty exemplified. Therefore, the WLAL Martin O. Roedel Christian Sportsmanship Award is given annually to one school for showing exactly what it means to put Christ first in everything.

The travelling trophy will be awarded annually at the WLAL track meet in May as a culmination to the athletic year.

All head coaches & athletic directors (home AND visiting schools) are asked to complete a ratings sheet at the conclusion of all contests (Junior Varsity & Varsity) throughout the year for the following sports: **Girls Volleyball, Co-ed Soccer, Boys Basketball, and Girls Basketball**. Coaches and athletic directors who are in attendance for the contest, are asked to rate the opposing school in terms of overall Christian sportsmanship. Here are some factors to consider when giving an overall rating:

- *Players
- *Coaches
- *Fans
- *Cheerleaders
- *Volunteers

All of the people listed above are part of the overall atmosphere of each contest. Therefore, please consider each one as a part of the whole environment. An example of the ratings sheet is shown on the next page.

IMPORTANT:

When rating an opposing school, please do not only consider the score of the contest. A lopsided score does not necessarily indicate that a school is rude and disrespectful. A rating of "1" or "2" is considered to be satisfactory, meaning that the contest went well and good Christian sportsmanship was witnessed on and off the playing surface. A rating of "3" or higher is considered unsatisfactory. If giving a rating of "3" or higher, an explanation needs to be given as to the unsatisfactory Christian conduct that was witnessed on or off the playing surface. A rating of "3" or higher will then be discussed with the school that was given the rating in order to attempt to rectify the situation and not let it happen again in the future.

Western Lutheran Athletic League 2019-2020 Christian Sportsmanship Award

SCHOOL & TITLE (e.g. JV coach, V coach, AD)

DATE OF CONTEST

Circle the school you are rating:

Sport to which this rating applies:

| | | |
|----------------------------|--------------------------|------------------|
| Christ the King, Southgate | St. Matthew, Walled Lake | Soccer |
| Concordia, Redford | St. Matthew, Westland | Girls Volleyball |
| Guardian, Dearborn | St. Michael, Wayne | Boys Basketball |
| Northville Christian | St. Paul, Royal Oak | Girls Basketball |
| St. John's, Waltz | St. Paul's, Livonia | |

RATING (circle):

| EXCELLENT | ABOVE AVERAGE | AVERAGE | BELOW AVERAGE | POOR |
|-----------|---------------|---------|---------------|------|
| 1 | 2 | 3 | 4 | 5 |

If you circled a rating of a 3 or higher (e.g. 3, 4, or 5), please explain:

Western Lutheran Athletic League 2019-2020 Christian Sportsmanship Award

SCHOOL & TITLE (e.g. JV coach, V coach, AD)

DATE OF CONTEST

Circle the school you are rating:

Sport to which this rating applies:

| | | |
|----------------------------|--------------------------|------------------|
| Christ the King, Southgate | St. Matthew, Walled Lake | Soccer |
| Concordia, Redford | St. Matthew, Westland | Girls Volleyball |
| Guardian, Dearborn | St. Michael, Wayne | Boys Basketball |
| Northville Christian | St. Paul, Royal Oak | Girls Basketball |
| St. John's, Waltz | St. Paul's, Livonia | |

RATING (circle):

| EXCELLENT | ABOVE AVERAGE | AVERAGE | BELOW AVERAGE | POOR |
|-----------|---------------|---------|---------------|------|
| 1 | 2 | 3 | 4 | 5 |

If you circled a rating of a 3 or higher (e.g. 3, 4, or 5), please explain: