



2008-09

Girls Badminton

Manual for Schools

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Revision History



II. Competing School Information



ILLINOIS HIGH SCHOOL ASSOCIATION

P.O. Box 2715 • Bloomington, IL 61702-2715

• www.ihsa.org • Phone: 309-663-6377 • Fax: 309-663-7479 •

The Badminton Manual for Schools and Badminton Manual for Managers are designed to include all of the pertinent information relative to this year's state series badminton tournaments.

Important Dates for 2008-09 Badminton Season:

| | |
|--|--|
| Sectional Complex and Sectional Seeding Meeting | Week 44: Monday, May 4 |
| Online <i>List of Participants</i> Due to Sectional Mgr. | Week 44: Monday, May 4 by 11:00 a.m. |
| Managers to Access Online <i>List of Participants</i> | Week 44: Monday, May 4 by 1:00 p.m. |
| Seeding Results and Host Schools Due to IHSA | Week 44: Tuesday, May 5 |
| Sectional Assignments | Week 44: Wednesday, May 6 |
| Sectional Competition | Week 44: Thursday-Saturday, May 7, 8 or 9 |
| Additional Player Information Due to Seed Committee (State Final Qualifiers only) | Week 44: Friday, May 8 |
| State Final Seeding Meeting @ Darien (Hinsdale So.) | Week 45: Tuesday, May 12 |
| State Final Pairings Announced | Week 45: Tuesday, May 12 |
| State Final Hit Around | Week 45: Thursday, May 14 |
| State Finals | Week 45: Friday-Saturday, May 15-16 |

List of Participants for Sectional Complex and Sectional Seeding Meeting: All coaches must have completed the online *List of Participants* by the Monday, May 4, deadline. Coaches are to bring to the sectional seeding meeting a hard copy of their playing schedule. Failure to submit the *List of Participants* and the playing schedule will forfeit a coach's opportunity to vote or participate in the discussion. In addition, a coach may be sanctioned by the IHSA. Failure to complete the *List of Participants* will also mean that a school is not entered and a late entry fee will be assessed.

Sectional Complex Assignments: Sectional complex assignments will be posted on the IHSA Girls Badminton website. Coaches and managers shall refer to the website for their assignments.

Sectional Hosts: Sectional host sites will be selected at your sectional complex seeding meeting. The highest seeded teams will have the first opportunity to host. If your school is interested in hosting, bring to your meeting the *Willing to Host Form*. *Willing to Host Forms* can be found in this manual. All sample draws are included as well.

Forms Section: All forms are included in the Badminton Manual for Schools and the Badminton Manual for Managers.

State Final Site: Eastern Illinois University is the host of the 2008-09 Girls Badminton State Final. Housing can be made by going to the IHSA Badminton web page and using the link to EIU. Dorms will be available for teams, coaches and fans. Note that fans will need to call to make reservations. Only teams may make online reservations.

A State Final Games Committee: Three coaches from your sectional complex meeting should be elected to serve on the State Finals Games Committee. Members of the Games Committee will act as a roving official for one session each day and be responsible for any rulings needed for the code of conduct. Coaches whose players are participating can and should participate on this committee. The manager will submit your names to the IHSA.

Games Committee Special Report: A special report form has been developed for use during the season and during the state series. This report will be used to formally report code violations. The Games Committee will need to be provided a copy of the report in order for action to be taken.

State Final Seeding Meeting: On Tuesday, May 12, a state final seeding meeting shall take place for the purpose of seeding the state final doubles and singles teams. Additional information may be faxed into the IHSA Office prior to the seeding meeting. A copy of the state final seeding process is included in the manual. This is a closed meeting.

Do What's Right!

Sportsmanship

Coaches and Participants:

1. Set a good example for spectators to follow.
2. Respect the integrity and judgement of rules committees, and accept their decisions graciously.
3. Respect the integrity and personality of the individual athletes and coaches.
4. Display modesty in victory and graciousness in defeat.
5. Show respect for opponents before, during, and after contests.
6. Do What's Right! as you represent your team, school and community.

Spectators:

1. Show respect for opposing players and coaches
2. Respect the integrity and judgement of the rules committee and accept their decisions graciously.
3. Show respect for members of the coaching staff and team.
4. Display modesty in victory and graciousness in defeat.
5. Recognize and show appreciation for outstanding play.
6. Encourage coaches, players, and other fans to Do What's Right!

Acceptable Behavior...

- Players shaking hands with opponents while both sets of fans recognize player's performance with applause.
- Accept all decisions of the rules officials.
- Handshakes between participants and coaches at the end of contests, regardless of the outcome.
- Treat competition as a game, not a war.
- Coaches/players search out opposing participants to recognize them for outstanding performance or coaching.
- Applause at the end of the contest for performance of all participants.
- Everyone showing concern for an injured player, regardless of team.
- Encourage surrounding people to display only sportsmanlike conduct.

Unacceptable Behavior...

- Disrespectful or derogatory yells or gestures.
- Criticizing rules officials in any way; displays of temper.
- Refusing to shake hands or give recognition for good performances.
- Blaming the loss of the meet on someone else.
- Use of profanity or displays of anger that draw attention away from the game.
- Coaching from the stands

How To Humidify Badminton Shuttlecocks

How to humidify a shuttlecock for the season.

Use a large garbage can (32 gal.)

Place two large sponges at the bottom

Add 1 inch of pine sol and enough water to cover the sponges

Place a wire/mesh rack over the sponges – the rack should not touch the water

Place opened tubes of shuttlecocks on top of the rack

As the season progresses, replace the water as needed

Change mixture mid-way through the season

This formula is designed to keep the shuttlecocks humidified and at the same time keep them from getting mildew or mold forming on the tips. This formula is a tradition passed on to Deb Ofcky from Lee Kennicke formerly from New Trier High School.

U:Badminton/Manual/Humidify Shuttlecocks



III. Instructions for Submitting *List Of Participants*

Schools are required to complete the Girls Badminton *List of Participants* online. Note that the passwords for the 2008-09 school term are the same as those used last year. If your school desires new passwords, please contact the IHSA Office.

Log on to www.ihsa.org and click on the Schools Center link. Enter your school's four-digit School ID number and password. On the next page, go to the "Sports and Activity Tracker" area, find the row that lists the correct tournament, and click on "*List of Participants*" link under the "Required Data Forms" heading. Please follow the instructions shown on the screen as you fill in the necessary information.

The deadline for submitting the *List of Participants* for Girls Badminton is Monday, May 4, 2009 at 11:00 a.m.

- A. List all eligible coaches that are in compliance with IHSA By-Law 2.070.
- B. List all rostered participants and year in school.

After completing the "*List of Participants*" online, print out a copy of the completed entry form, for your files.

(If you experience any problems, please call the IHSA Office at 309-663-6377 and ask for Linda Muxfeld.)

The *List of Participants* includes competitor information and listing of all eligible coaches will be available for Sectional Managers to receive online through the Schools Center **by May 4 after 1:00 p.m.**

**LIST OF PARTICIPANTS DEADLINE:
Monday, May 4 by 11:00 a.m.**

Prevention of Heat Illness Guidelines

Athletes participating outdoors in hot, humid weather or indoors, in non-air conditioned or poorly ventilated gyms are susceptible to heat related illness. While it is the responsibility of each school participating in an IHSA contest to allow adequate acclimatization to the heat prior to the contest, it is the authority of the local manager to adjust or alter a contest based on the environment. Managers should check the environment one-hour before the scheduled contest.

If a high risk is present, the manager has the authority to alter game conditions. Athletes should drink one to two cups of water in the hour preceding competition and continue drinking during the activity every 15-20 minutes. If conditions become severe, the manager may suspend or alter the contest. Altering the contest may include stoppage of play for a mandatory drink period, stopping play for a rest period where gear and clothing may be loosened to allow heat loss, stopping play to allow for removal of outer clothing, socks and or shoes or even postponing the contest.

Local Managers should refer to the Heat Index Table below if the host school does not have a plan or means to assess both the temperature and humidity prior to the contest. This heat index can be used to define caution, extreme caution, danger and extreme danger risk conditions. Additional heat and hydration information can be found by accessing the Sports Medicine link on the IHSA web site at www.ihsa.org.

Heat Index Chart

Heat Index in °F (°C)

| Temp in °F/°C | Relative Humidity (%) | | | | | | | | | | | | |
|---------------|-----------------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| | 40 | 45 | 50 | 55 | 60 | 65 | 70 | 75 | 80 | 85 | 90 | 95 | 100 |
| 110 (47) | 136 (58) | | | | | | | | | | | | |
| 108 (43) | 130 (54) | 137 (58) | | | | | | | | | | | |
| 106 (41) | 124 (51) | 130 (54) | 137 (58) | | | | | | | | | | |
| 104 (40) | 119 (48) | 124 (51) | 131 (55) | 137 (58) | | | | | | | | | |
| 102 (39) | 114 (46) | 119 (48) | 124 (51) | 130 (54) | 137 (58) | | | | | | | | |
| 100 (38) | 109 (43) | 114 (46) | 118 (48) | 124 (51) | 129 (54) | 136 (58) | | | | | | | |
| 98 (37) | 105 (41) | 109 (43) | 113 (45) | 117 (47) | 123 (51) | 128 (53) | 134 (57) | | | | | | |
| 96 (36) | 101 (38) | 104 (40) | 108 (42) | 112 (44) | 116 (47) | 121 (49) | 126 (52) | 132 (56) | | | | | |
| 94 (34) | 97 (36) | 100 (38) | 103 (39) | 106 (41) | 110 (43) | 114 (46) | 119 (48) | 124 (51) | 129 (54) | 135 (57) | | | |
| 92 (33) | 94 (34) | 96 (36) | 99 (37) | 101 (38) | 105 (41) | 108 (42) | 112 (44) | 116 (47) | 121 (49) | 126 (52) | 131 (55) | | |
| 90 (32) | 91 (33) | 93 (34) | 95 (35) | 97 (36) | 100 (38) | 103 (39) | 106 (41) | 109 (43) | 113 (45) | 117 (47) | 122 (50) | 127 (53) | 132 (56) |
| 88 (31) | 88 (31) | 89 (32) | 91 (33) | 93 (34) | 95 (35) | 98 (37) | 100 (38) | 103 (39) | 106 (41) | 110 (43) | 113 (45) | 117 (47) | 121 (49) |
| 86 (30) | 85 (29) | 87 (31) | 88 (31) | 89 (32) | 91 (33) | 93 (34) | 95 (35) | 97 (36) | 100 (38) | 102 (39) | 105 (41) | 108 (42) | 112 (44) |
| 84 (29) | 83 (28) | 84 (29) | 85 (29) | 86 (30) | 88 (31) | 89 (32) | 90 (32) | 92 (33) | 94 (34) | 96 (36) | 98 (37) | 100 (38) | 103 (39) |
| 82 (28) | 81 (27) | 82 (28) | 83 (28) | 84 (29) | 84 (29) | 85 (29) | 86 (30) | 88 (31) | 89 (32) | 90 (32) | 91 (33) | 93 (34) | 95 (35) |
| 80 (27) | 80 (27) | 80 (27) | 81 (27) | 81 (27) | 82 (28) | 82 (28) | 83 (28) | 84 (29) | 84 (29) | 85 (29) | 86 (30) | 86 (30) | 87 (31) |

| Category | Heat Index | Possible heat disorders |
|-----------------|---------------------------------------|---|
| Extreme Danger | 130° F or higher (54° C or higher) | Heat stroke or sunstroke likely |
| Danger | 105°-129° F (41°-54° C) | "Sunstroke, muscle cramps, and/or heat exhaustion likely. Heatstroke possible with prolonged exposure and/or physical activity. |
| Extreme Caution | 90°-105° F (32°-41° C) | "Sunstroke, muscle cramps, and/or heat exhaustion possible with prolonged exposure and/or physical activity. |
| Caution | 80°-90° F (27°-32° C) | Fatigue possible with prolonged exposure and/or physical activity. |

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Guidelines for Return to Activity

In accordance with By-law 2.150, a school shall have on file for each student who participates (including practice) in interscholastic athletics a certificate of physical fitness issued by a licensed physician, physician's assistant or nurse practitioner as set forth in the Illinois State Statutes not more than 365 days preceding any date of participation in any such practice, contest or activity. As this By-law addresses pre-participation certification only, there is not a guideline or By-law in place to address release to interscholastic activity following an injury. With the understanding that schools throughout the state have different needs and services available to them, this document was produced to provide guidelines for an athlete's return to activity following an injury.

Each school should have a written Emergency Action Plan in place to address all athletic injuries, regardless of severity, occurring during a practice or competition. This plan should identify a Chain of Command (Physician/Athletic Trainer/Nurse/Athletic Director/Coach/etc) and address the unique needs of the individual sport and venue.

It is not practical to identify every situation or injury; however the following guidelines were developed to assist the school/coaching staff in determining if the athlete should be allowed to return to activity without a release following a "minor" injury.

1. No swelling or deformity.
2. No tingling, numbness or burning sensations.
3. No headache, nausea, blurred vision, confusion or disorientation.
4. No fever.
5. Symmetrical (equal to the other side) joint range on motion and strength.
6. Ability to bear weight, without a limp, if injury occurs to the lower body.
7. Ability to complete full functional sporting activities without compensation.

As the majority of high school athletes are minors, if there is a question as to their injury and ability to participate, a parent or guardian should be consulted. The individual assessing the athlete's ability to return to activity should document the injury, injury findings and the athlete's ability to return to activity.

Athletes unable to meet the above criteria should be encouraged to seek medical attention prior to their return to interscholastic activity. Athletes that seek medical attention should be required to provide a written medical release indicating their ability to participate as well as restrictions. Without obtaining this medical release, the school may assume legal liability if the athlete is allowed to participate in activities not permitted by their medical provider.

Badminton

Sectional Rounds / Match Order 16 or Less

Round 1

| | |
|---------|---------|
| Doubles | Match 1 |
| | Match 2 |
| | Match 5 |
| | Match 6 |
| Singles | Match 3 |
| | Match 4 |

Round 2

| | |
|---------|----------|
| Singles | Match 7 |
| | Match 8 |
| | Match 11 |
| | Match 12 |
| Doubles | Match 9 |
| | Match 10 |

Round 3

| | |
|---------|----------|
| Doubles | Match 13 |
| | Match 14 |
| Singles | Match 15 |
| | Match 16 |

Round 3

| | |
|---------|----------|
| Doubles | Match 17 |
| | Match 18 |
| Singles | Match 19 |
| | Match 20 |

Round 4

| | |
|---------|----------|
| Doubles | Match 21 |
| | Match 22 |
| Singles | Match 23 |
| | Match 24 |
| Doubles | Match 25 |
| Singles | Match 26 |

Round 5

| | |
|---------|----------|
| Doubles | Match 27 |
| | Match 28 |
| Singles | Match 29 |
| | Match 30 |

Round 6

| | |
|---------|----------|
| Doubles | Match 31 |
| Singles | Match 32 |



IV. Seeding Meetings Information



ILLINOIS HIGH SCHOOL ASSOCIATION
P.O. Box 2715 • Bloomington, IL 61702-2715
• **www.ihsa.org** • **Phone: 309-663-6377** • **Fax: 309-663-7479** •

Sectional Complex Seeding Meeting: Each Sectional Complex manager will conduct a seeding meeting for the purpose of seeding **teams** for the sectionals. All four Sectional Complex Seeding meetings shall take place on Monday, May 4, 2009, beginning at 5:30 p.m. Sectional Complex managers will contact schools in their complex announcing the time and place of their meeting. The ultimate objective of Sectional Complex Seeding is to judge the **teams** and their comparative strength so accurately that the four best **teams** are sent to separate sectional tournaments within the complex. Therefore, coaches will be seeding the potential sectional participants that will represent their team in a sectional. Teams should be seeded as fairly as possible whether coaches of a team are at the meeting or not.

Sectional Seeding Meeting: Following the Sectional Complex Seeding meeting, schools at the sectional complex meeting will break into their assigned sectionals and conduct a second seeding meeting. The ultimate objective of sectional seeding is to judge the **individuals** and their comparative strength so accurately that the best singles and doubles teams are separated in the sectional draw. Singles and doubles players should be seeded as fairly as possible whether coaches of a team are at the meeting or not.

List of Participants/Playing Schedule is Mandatory: Coaches must complete the online List of Participants prior to the seeding meeting (due no later than Monday, May 4, 2009). The most current List of Participants must be brought to the seeding meeting along with the school's badminton schedule. A coach can print the List of Participants from the School Center. Coaches who do not bring both of these to the meeting will not be allowed to participate in the discussion or vote.

Seeding Factors: Coaches should use the List of Participants as a focus of their discussion. At the end of the discussion, coaches must be able to justify their votes for teams based on the following factors:

- Head-to-head victory
- Record against common opponents
- Total win-loss
- Strength of schedule
- Tonight's evaluation

Seeding in Groups: The seeding will be done in groups of four. The coaches will determine by a vote, the top four teams. The rank of these four teams and the other groups should not be announced until all the seeds have been determined. (Managers can post each group of four on the spreadsheet in alphabetical order.) This prevents the remaining teams from manipulating the assignments. Once these four teams have been determined, the next four teams (5-8) will be voted on. This will continue with 8-12, 13-16, 17-20. Each group of four will be voted on by coaches. Scores/votes will not accumulate. Most likely, the teams in the previous group not seeded will be dropped down to the next group.

Group Vote: Coaches will **NOT** vote for their own team. The actual seed vote will not take place until after the groups have been decided. Coaches will use the manager's spreadsheet distributed at the beginning of the meeting to cast their final vote. The coaches must seed within the identified group. (1-4, 5-8, etc.) The previous seeds will have new life. That is the seed's groups will be based on a clean slate.

The manager will record all the coaches' votes and post them on the overhead using the spreadsheet.

Sectional Assignments: Once the seeds have been determined, the seeds need to be placed in one of four sectionals based on the following structure:

| | | | | | | | |
|-------------|---|---|----|----|----|----|-------------|
| Sectional A | 1 | 8 | 9 | 16 | 17 | 24 | |
| Sectional B | 2 | 7 | 10 | 15 | 18 | 23 | |
| Sectional C | 3 | 6 | 11 | 14 | 19 | 22 | Individuals |
| Sectional D | 4 | 5 | 12 | 13 | 20 | 21 | |

Sectional Sites: The top seed in each sectional have the first opportunity to host their sectional. If the top seed is not able to host, the next highest seed in the sectional is offered the opportunity, etc. The host school must have presented a Willing to Host Form signed by the athletic director. This form ensures that the facility is available to host.

Host School Material – Awards and Shuttlecocks: Awards and shuttles will be shipped to the Sectional Complex Seeding manager. Sectional Complex Seeding managers should distribute one sectional plaque, four individual medals for singles, four individual medals for doubles players, and the shuttlecocks.

State Final Games Committee: Three coaches from each Sectional Complex meeting are to be elected to serve on the Games Committee. Members of the Games Committee will act as roving officials and rule on issues related to the code of conduct.

Forms: All forms needed to conduct or participate in the Sectional Complex Seeding meeting and/or the sectional meeting is included in the Badminton Manual for Schools and Badminton Manual for Managers.

Badminton Sectional Complex Seeding Preliminary Worksheet for Coaches

Coaches, do your Homework during the season. Come prepared to the meeting with some idea of the seeds. Most coaches know the top 4 and bottom 4. The middle seeds are the most flexible. You will most likely change seeds at the meeting as coaches' talk but it is easier to adjust them from the worksheet. Once those groups of 4 are established, you will rank them within their group to determine the final seeds. This process protects schools from out of range seeds.

You will be seeding in groups of 4 in your complex
Coaches You Will Not Vote For Yourself

Your Seed

School Team

| | |
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| | |

Team _____

Coach _____

- Sectional A 1, 8, 9, 16, 17, 24
- Sectional B 2, 7, 10, 15, 18, 23
- Sectional C 3, 6, 11, 14, 19, 22
- Sectional D 4, 5, 12, 13, 20, 21

Badminton Seeding Worksheet for Coaches

You will be seeding in groups of 4 in your complex
Coaches You Will Not Vote For Yourself

SAMPLE

| Your Seed | School Team |
|------------------|------------------------|
| 9 | Arlington Ht Hersey |
| 15 | Barrington |
| 4 | Buffalo Grove |
| 7 | Deerfield |
| 10 | Evanston |
| 5 | Glenbrook South |
| 11 | Hoffman Est Conant |
| 8 | Lincolnshire Stevenson |
| 1 | Mt Prospect |
| 13 | Glenbrook North |
| 3 | Fremd |
| 14 | Palatine HS |
| 16 | Rolling Meadows |
| 2 | Wheeling |
| 6 | Winnetka New Trier |
| 12 | Zion Benton |

Team _____

Coach _____

Step One

Coaches will vote on which schools should be in each group of 4. Here there were 6 schools who wanted to be considered a top 4 team. The schools that were not voted as one of the top 4 will be dropped to the next seed. All coaches will vote in each category for the teams up for consideration although coaches will not vote for themselves.

| Top 4 – schools up for consideration | Totals | Top 4 Seeds in this group |
|---|---------------|----------------------------------|
| 1. A | | X |
| 2. B | | X |
| 3. C | | |
| 4. D | | X |
| 5. E | | |
| 6. F | | X |

| 5-8 – Schools up for consideration | Totals | Top 4 seeds in this group |
|---|---------------|----------------------------------|
| 1. C (FROM ABOVE) | | X |
| 2. E(FROM ABOVE) | | X |
| 3. G | | |
| 4. H | | |
| 5. I | | X |
| 6. J | | X |
| 7. K | | |
| 8. L | | |

| 9-12 – Schools up for consideration | Totals | Top 4 seeds in this group |
|--|---------------|----------------------------------|
| 1. G (FROM ABOVE) | | X |
| 2. H (FROM ABOVE) | | X |
| 3. K (FROM ABOVE) | | X |
| 4. L (FROM ABOVE) | | X |
| 6. M | | |
| 7. N | | |
| 8. O | | |

| 13-16 – Schools up for consideration | Totals | Top 4 seeds in this group |
|---|---------------|----------------------------------|
| 1. M (FROM ABOVE) | | X |
| 2. N (FROM ABOVE) | | X |
| 3. O (FROM ABOVE) | | X |
| 4. P | | X |

Step Two

New life vote: Every coach must seed all teams in each group. If a school is in group 1, the school can receive no lower than a 4 seed and no higher than a 1 seed. Again, coaches *will NOT vote for themselves*. Once the manager totals the seeds, the schools are assigned to a sectional based on the Terms and Conditions. Additionally a host school will be assigned for the sectional competition.

Group 1

| School | Your Final Seed | Total of all Seeds | Final Seeds |
|--------|-----------------|--------------------|-------------|
| A | 3 | _____ | 3 |
| B | 4 | _____ | 4 |
| D | 1 | _____ | 2 |
| F | 2 | _____ | 1 |

Group 2

| School | Your Final Seed | Total of all Seeds | Final Seeds |
|--------|-----------------|--------------------|-------------|
| C | 5 | _____ | 5 |
| E | 7 | _____ | 6 |
| I | 8 | _____ | 8 |
| J | 6 | _____ | 7 |

Group 3

| School | Your Final Seed | Total of all Seeds | Final Seeds |
|--------|-----------------|--------------------|-------------|
| G | 11 | _____ | 9 |
| H | 12 | _____ | 11 |
| K | 10 | _____ | 10 |
| L | 9 | _____ | 12 |

Group 4

| School | Your Final Seed | Total of all Seeds | Final Seeds |
|--------|-----------------|--------------------|-------------|
| M | 13 | _____ | 13 |
| N | 14 | _____ | 14 |
| O | 15 | _____ | 16 |
| P | 16 | _____ | 15 |

| | | |
|-------------|----------------------|------------|
| Sectional A | 1, 8, 9, 16, 17, 24 | F, I, G, O |
| Sectional B | 2, 7, 10, 15, 18, 23 | D, J, K, P |
| Sectional C | 3, 6, 11, 14, 19, 22 | A, E, H, N |
| Sectional D | 4, 5, 12, 13, 20, 21 | B, C, L, M |

Sectional Host _____

Schools in your sectional: _____



IHSA Willing to Host Form Girls Badminton

IHSA Fax: 309-663-7479

Effective for the 2008-09 badminton season, the sectional host schools will be determined based on the sectional team seeds. As a measure to prevent confusion, we ask that the coach of a school that is interested in hosting a sectional, communicate with her/his athletic director about the availability of the school's facilities, prior to the Sectional Complex/Sectional Meeting. This "Willing to Host Form" will assist in that communication.

The purpose of the Sectional Complex/Sectional Seeding Meeting is to seed all the school teams assigned to the sectional complex and distribute them to a sectional. The seeded teams will be placed in one of four sectionals, based on their seeds. The highest seeded team in a sectional will have the first opportunity to host their sectional provided there are six or more courts. The next highest seeded team in that sectional will have the next opportunity to host if turned down by the number 1 seed.

If your school has the opportunity to host a badminton sectional, will you be willing to host on one of these dates? (Please mark your preferences by 1, 2, 3 for the dates your school prefers to host.)

| | Preference | Available | Not Available | Time |
|-----------------------|------------|-----------|---------------|-------|
| Thursday, May 7, 2009 | _____ | _____ | _____ | _____ |
| Friday, May 8, 2009 | _____ | _____ | _____ | _____ |
| Saturday, May 9, 2009 | _____ | _____ | _____ | _____ |

We have at least six badminton courts available for the sectional. Yes No

Athletic Directors Signature _____

Sectional Host School _____

Time of Sectional _____

Sectional Manager _____

Sectional Manager's Work No. _____

Sectional Manager's Fax No. _____

Sectional Manager's Cell No. _____

Sectional Manager's email address: _____

Sectional Complex Manager: Please fax this "Willing to Host Form" of the four sectional host schools, to the IHSA following your meeting. This will act as notification of our four sectional host schools. As always, information will be posted on the IHSA websites, badminton page.



2008-09 Badminton State Final

Seeding Factors and Instructions for Completing the State Final Draw Singles and Doubles Badminton

SEEDING CRITERIA IS BASED ON THE FOLLOWING FACTORS:

1. The player(s) entire season shall be the main consideration for the seeding process. Therefore the results of a sectional win-loss record, direct/indirect victories and losses are only one factor that the committee is to consider.
2. The position played (position 1 or position 2) during the regular season is a factor to consider.
3. The player(s) record as it relates to the strength of the overall season's schedule is a factor to consider.
4. Injury is a factor.
5. Information on the List of Participants is a factor.

Note: These factors all play into determining the seeds and they cannot be ranked or prioritized.

6. Coaches who are serving on the seeding committee whose player(s) are being discussed at the state final seeding meeting shall remove his/herself from participating in the discussion.

INSTRUCTIONS FOR COMPLETING THE DRAW

1. Participants from the same school will be assigned to opposite halves of the draw whenever possible.
2. Winners and runners-up from the same sectional will be assigned to the opposite half of the draw.
3. Seed 8 or 16 singles players. Seed 8 or 16 doubles teams. The seeding committee decides the best number to use according to the strengths of the field of competitors.
4. Placing Seeds in Draw: Determine the placement of seeds on draw (A,B,C,D of bracket) for 1-2, 3-4, 5-8, 9-12,13-16 by luck of draw.

5. Placing Sectional Winners in the Draw: After all the seeds are placed in the correct position on the draw sheet count the number of sectional champions remaining. Divide this number by four to determine the number of champions that are to fit into each quarter of the draw. Count the number of odd numbered lines in each quarter (1st and 2nd quarter) and even number of lines in each quarter (3rd and 4th quarter) that are available and not opposite a seed. Draw a number corresponding to one of these available lines. Starting on that line, draw from the remaining sectional champions and place the correct number in the first quarter of the draw. Start placing champions on the same line in each quarter of the draw.
6. Placing 2nd place sectional players: Beginning with the first quarter, draw the second place competitor and place them on the top line of the completely empty brackets. Be sure to place them in the opposite quarters of the draw from the champion of their sectional. When all empty brackets have been filled, draw the remaining cards and place them evenly throughout the draw. Draw a number to determine which empty line each one of these will go on.
7. Placing the 3rd and 4th place sectional players: Combine 3rd and 4th place finishers and draw-by-lot. Make sure players in the same sectional are in different quarters of the draw.
8. Switching players to the opposite halves of the draw: If a switch needs to be made to the opposite half of the draw, the player(s) must be switched to the line in the same position in the opposite half. If it isn't possible to switch with the player(s) on that line, continue by moving down to the next possible line in order to make the change.

U:Badminton/Manual for Schools and Manual for Managers/2008-09 state final seeding guide



2008-2009 State Final Badminton Draw Instructions Making the State Final Draw

PROCEDURE

A championship and consolation draw of 64 will be used for single and doubles competition.

Members of the IHSA Girls Badminton Seeding Committee will seed up to 16 singles and 16 doubles based on the information presented from the *IHSA List of Participants* and any last minute information from coaches following the sectional competition.

The IHSA will compile data to help prepare the seeding meeting for seeding and completing the draw. Once the seeds have been determined by the seeding committee, they will proceed with the following steps.

Step 1 - Place the 16 seeds in the draw

Step 2 – Place unseeded 1st place sectional winners in the draw

Step 3 – Place unseeded 2nd place finishers in the draw

Step 4 – Place the unseeded 3rd place sectional finishers in the draw

Step 5 – Place the unseeded 4th place sectional finishers in the draw

RULES TO FOLLOW

- Overall, when placing players in the draw, teammates and players from the same sectional will not be in the same half of the draw. Therefore if a conflict occurs the player would be moved to the other half of the draw.
- Non-seeded 1st place sectional winners will be placed in each quarter of the draw on the first available line for a sectional champion.
- 1st and 2nd place finishers and 3rd and 4th place finishers from the same sectional shall be placed in opposite halves of the draw.
- The draw will pair 1st place sectional winners against 4th place finishers from a different sectional.
- The draw will pair 2nd place sectional finishers against the 3rd place sectional finishers from a different sectional.
- The final draw will end up with 4 **first** place sectional finishers in a quarter, 4 **second** place sectional finishers in a quarter, 4 **third** place sectional finishers in a quarter and 4 **fourth** place sectional finishers in a quarter.



V. State Final Information

State Final Host: The 2008-09 IHSA Girls State Final Badminton Tournament will be held at Eastern Illinois University's Lantz Building. It is located across from their Track. The Kinesiology and Sports Studies Department is our host and Kevin Hussey, Professor, is our State Final Manager.

Directions to Charleston (EIU) Lantz Arena from Interstate 57 from the Chicago Area: Interstate 57 south to the Charleston exit 190A. Go east on highway 16 (Lincoln Avenue) into Charleston. Turn right on University (3rd stop light once you are in town) and go 1/8 mile. Turn left (east) on Grant. Lantz Arena will be on your right in approximately ? to ? mile.

Play: Review the Terms and Conditions, Badminton Casebook and the Code of Conduct section. Know the IHSA rules governing the state badminton tournament.

Faculty Representatives Must be Present at all Times During the State Final: Schools are reminded that in accordance with IHSA By-Law 2.020, an accredited faculty representative must be present at all times during the State Final Tournament. The faculty representative (coach) is responsible to the principal/official representative for the conduct of the competitors and persons from their school during their participation or attendance at the State Final Tournament.

State Final Hit Around: On Thursday, an optional Hit Around will be held beginning at 3:00 and lasting until 8:00. The Hit Around is designed to give a competitor a chance to get the feel of both settings. A Hit Around is available for schools with state final qualifiers, and if a school has an individual qualifier, they may bring another teammate along to practice with on Thursday. However only state final qualifiers or the coach may be on the competition floor or warm up a player on Friday and Saturday of the State tournament.

Friday Warm-up: Coaches can sign player/teams up for a block of time to warm-up on Friday. This will provide ease of access to the court. See Terms and Conditions for blocks. There will no need for a Saturday sign-up.

A School May Not Practice, Scrimmage, Hit Around or Warm Up With Players From Other Schools: The Hit Around is carefully conducted by the IHSA to ensure that no IHSA violations occur. Therefore, schools may only practice with each other. For schools with one individual may bring other members of the team along to practice with their qualifier. In addition, a coach may also practice with his/her team.

School Packets: All School packets can be picked up in the Lantz building specifically in the Lantz Kinesiology Office (Rm. 2560 – Tournament Central) beginning on Thursday during the Hit Around. Please be flexible as the time is dictated by the printing of the IHSA state final program. Passes for coaches and participants will be issued in the school packets along with a complimentary state final program for the head coach and each state final qualifier. Additional programs may be purchased for \$3.00 each.

Friday Information

Coaches' Meeting: A coaches' meeting will be held on Friday beginning at 8:30 a.m. and Saturday beginning at 9:00 a.m. in the Lantz Club Room.

Opening Ceremony: Each school is requested to bring a school flag or banner to carry during the opening ceremony and for display at the tournament.

Participant Passes: Passes need to be worn throughout the tournament by participants and coaches in order to assist the tournament management in their duties.

Officials: Roving officials will be in both the Student Recreation Center and Lantz Arena. They will observe the play for obvious repeated faults such as illegal services, foot-fault and line faults.

State Final Admission: An admission fee of \$5.00 for Children, \$5.00 for High School Students, and \$5.00 for Adults will be charged on Friday and on Saturday. Only competitors in the State Final Tournament on Friday and Saturday and their coaches will receive passes.

Signs, Banners, and Mechanical Noisemakers: Please see Item VIII-D of the Terms and Conditions. Signs placed in the competitive areas must not block the line of site of spectators or participants, which means, no signs on the rails.

Filming/Videotaping: At the State Final Tournament, spectators will be permitted to film and videotape the competition provided: 1) the filming or videotaping does not take place on the competition floor and 2) does not interfere with spectator or competitor viewing of the matches. In the Student Rec Center, all spectators / filming must take place on the floor level.

Spectators: Please review with your fans, the proper etiquette for fans in the stands. We would appreciate your help in reinforcing the no coaching rule.

Saturday Information

Officials: Roving officials will be in both the Student Recreation Center and Lantz Arena. They will observe the play for obvious repeated faults such as illegal services, foot-fault and line faults.

Awards Ceremony: Immediately following the conclusion of the state finals, an awards ceremony will take place in Lantz Arena. The top 3 teams and the top 6 doubles and singles players will participate.

Teams – 1 team trophy and 8 individual medallions will be awarded to the players and coaches in addition to a Superintendent, Principal and Athletic Director medallion.

Individuals – The top 6 places will receive a medallion.

Only those coaches and players on the official state final roster in addition to the school Superintendent, Principal, Athletic Director, and Assistant Athletic Director are eligible to participate in ceremony. Please note that only 2 medallions are allotted for the coaches although additional medallions may be purchased through the IHSA.

Concessions: Food and beverage service is located in the lobby of the Lantz Building. A separate hospitality area located in the Club Room is available for participating coaches, officials and administrators of the competing teams.



IHSA Badminton Games Committee Special Report

(Original)

Individual being reported _____

School Individual represents _____

Person filing the report _____

School individual represents _____

Code Violation: _____

Witnesses: _____

1st offense _____ 2nd Offense _____ 3rd Offense _____

Games Committee needed yes _____ no _____

Action Taken: _____

Coach notified yes _____ no _____

Scorers Table notified yes _____ no _____

Manager's signature: _____



IHSA Badminton Games Committee Special Report

(Copy)

Individual being reported _____

School Individual represents _____

Person filing the report _____

School individual represents _____

Code Violation: _____

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IHSA Badminton Volunteers at the State Tournament



Friday-Saturday, May 15-16, 2009

Eastern Illinois University, Lantz Building

Any person interested in volunteering at the IHSA Girls Badminton State Tournament can contact Kevin Hussey at kghussey@ux1.eiu.edu. The volunteer jobs are 3 hour shifts for the following areas:

Scorekeepers – volunteers to help keep score for all matches for Friday and/or Saturday.

Linespersons - help to call lines for the semis and finals on Saturday.

Runners - help getting information to and from various places in both venues for Friday and Saturday.

Desk Help - helping with the management of the tournament at the tournament desks for Friday and Saturday.

Tournament Central - helping at the tournament central location with information, etc. on Friday and/or Saturday.