



2007 – 2008 Scholastic Bowl Series Terms and Conditions

(Current Sept. 14, 2007)



In accordance with Section 1.450 of the IHSA Constitution, the Terms and Conditions governing the IHSA Class A and AA Scholastic Bowl State Tournament Series have been approved by the Board of Directors.

I. CLASSIFICATION

Competition in the IHSA Class A and Class AA Scholastic Bowl Tournament Series will be determined on an enrollment basis.

A. The classification of a school shall be determined on the basis of its total student enrollment figure reported to the Illinois State Board of Education in its Fall Housing Report on September 30 of the preceding school year. (Example: The total student enrollment figure included in the Fall Housing Report on September 30, 2006, shall be used for determining a school's classification during the 2007-08 school term.)

B. For classification purposes, the total student enrollments for one-year high schools, two-year high schools, three-year high schools and high schools which enroll boys only or girls only shall be calculated as follows:

1. For one-year high schools, the total student enrollment figure reported shall be quadrupled.

2. For two-year high schools, the total student enrollment figure reported shall be doubled.

3. For three-year high schools, one-third of the total student enrollment figure shall be added to the total student enrollment figure reported.

4. For schools which enroll boys only or girls only, the total student enrollment figure reported shall be doubled.

C. A multiplier of 1.65 will be added to all non-boundaried schools.

D. Schools participating in sports and activities operating under the two-class system shall be classified as follows:

1. Schools with **adjusted** enrollments of 724 and below will be Class A.

2. Schools with **adjusted** enrollments above 724 will be Class AA.

3. During the 2007-08 school term, the following sports and activities shall operate under this system: boys baseball, boys basketball, boys cross country, boys golf, boys soccer, boys track and field, boys wrestling, girls basketball, girls cross country, girls soccer, girls softball, girls track and field, girls volleyball, and Scholastic Bowl.

4. Classifications shall be determined on an annual basis.

II. DATES AND SITES

A. Seeding Meeting: The seeding meeting will be hosted at the Sectional Tournament site on Wednesday, February 6, 2008. Information regarding this meeting will be sent by the Local Sectional Manager in advance of this meeting.

B. Regionals: Class A and AA Regional tournaments will be held on Tuesday, March 4, 2008, at sites to be announced after the seeding meetings. Regional sites will be determined by the schools at the seeding meetings.

C. Sectionals: Class A and AA Sectional tournaments will be held on Saturday, March 8, 2008, at sites to be announced.

D. State: The Class A and Class AA State Final Tournament will be held on **FRIDAY, March 14, 2008**, at the Peoria Civic Center, Peoria, Illinois.

E. Changes to Dates, Sites and Times: No local manager is authorized to change the date or order of matches as determined and announced by the IHSA. Matches must be played as listed from top to bottom on the official pairings unless otherwise changed and approved by the Illinois High School Association.

III. ON-LINE ENTRIES, WITHDRAWAL PROCEDURES, ELIGIBILITY, AFFIRMATIVE ACTION AND ON-LINE LIST OF PARTICIPANTS

The policy for Original Entry Deadlines, Late Entries, and Late Withdrawals shall be the policies and procedures regarding entry for all IHSA-sponsored sport/activities included in the 2007-2008 Entry Booklet.

A. On-Line School Entries: All member schools must enter their school into the State Scholastic Bowl competition through the IHSA School Center on the IHSA Website at www.ihsa.org to compete at the Regional level. **Do not confuse On-Line School Entries with entering your School's On-Line List of Participants.** They are two different processes. On-Line School Entries are used to enter your school into State Series Competition in order for IHSA to assign your school to a Regional Meet. The deadline for school entry is **November 1, 2007**. All member schools

should have received, in the mail in April of 2007, a 2007-2008 Entry Booklet that outlined the On-Line entry procedures for all IHSA-sponsored tournaments.

The IHSA Board of Directors eliminated the entry fees for all sports and activities starting with the 2005-2006 school year.

B. Late On-Line School Entries:

Any attempt to enter a sport or activity on-line after the established deadlines will be denied. Schools that wish to enter after the deadline will be considered late. To be considered for late entry, the Principal/Official Representative must contact the IHSA administrative officer in charge of that sport or activity. The penalty for late entry shall be a payment of \$100.00 for that sport/activity by the school.

C. Breach of Contract By-law 6.041 (Withdrawal Procedure)

To withdraw without penalty, the Principal must send a signed letter to Tammy Craig at the IHSA Office, notifying IHSA of the school's withdrawal from Scholastic Bowl prior to the Seeding Meeting February 6, 2008.

If a school withdraws after the Regional pairings are posted online, and/or does not show up for competition, the school will be charged a \$100 penalty. If applicable, the school may be charged for any additional financial loss sustained by the offended school(s) or the Association as a result of such breach.

D. Eligibility: Only students who are eligible in accordance with IHSA By-laws may participate in the IHSA Scholastic Bowl Tournament Series. A school may enter one (1) team in the IHSA Scholastic Bowl State Tournament Series. A maximum of fifteen (15) competitors will be allowed to participate for a school in the Regional, Sectional and/or State Final tournaments. Five (5) team members must start the match. A coach must designate one of the five participating players as captain.

E. Team Record Report Form: All schools must submit their On-line Team Record Report Form via the Internet through the IHSA Schools Center Web Site to the IHSA Office. This document provides the sectional host your win/loss record for the purpose of seeding the top 8 teams in each sectional at the seeding meetings. The On-Line Team Record Report Form must be received in the IHSA Office by noon on **Thursday, January 31, 2008**. You may go online to make adjustments to your Team Record Report Form until noon on Monday, February 4, 2008 (but you must have sent it originally by January 31 to meet the

deadline). The Team Record Report Form will only indicate any team's win/loss record. Coaches are encouraged to bring the seeding meeting their season score book to document their record, who they competed against and match scores. Again, please note that all participating schools are **required** to submit their Team Record Report Form on-line to the IHSA. If a school does not submit the On-Line Team Record Report Form by the deadline, coaches and participants from that school are subject to sanctions, which could include but not be limited to being ruled ineligible to compete in the State Series. Schools which do not submit their school's On-Line Team Record Report Form and are consequently ruled ineligible for the State Final Series **must formally withdraw** (see Withdrawal Procedures/Breach of Contract above in section III-C).

NOTE: Each coach will provide a team roster to the manager at each Regional and Sectional Tournament in which they compete. A typed list is preferred by tournament managers.

The IHSA will send each Sectional Host (and all seeding meeting hosts) all of the Team Record Report Forms assigned to that Sectional Tournament for seeding purposes on the afternoon of February 4, 2008. All schools are encouraged to participate in the seeding meeting however, each school continues to have the option of attending their seeding meeting. **REMEMBER YOU MUST COMPLETE THE ON-LINE TEAM RECORD REPORT FORM BY NOON JANUARY 31, 2008.**

Confirmation: Schools can login to their School Center site on the IHSA website and select Activity Tracker to verify that their On-Line Team Record Report form has been received by the IHSA Office.

F. State Final Program Information: All sectional champions are REQUIRED to go on-line and complete the **State Final Program Information located in their school center by Monday, March 10, 2008.** The IHSA will utilize the name spellings and year in school data from the State Final Program Information submitted on-line by Sectional Tournament winners for publication in the State Final Program. Failure to provide this information by the deadline will result in your team page in the State Final Program being blank. If you experience difficulties with this process, please email (cmitchell@ihsa.org) or contact Cheryl Mitchell at (309) 663-6377 at the IHSA Office. This link will not be activated until the day following Regional contests, Wednesday March 5, 2008.

IV. HOST FINANCIAL ARRANGEMENTS

A. Regional Host Allowance: The host school shall pay all local tournament expenses and issue checks to tournament workers. The host school shall receive a \$200.00 guarantee

plus the cost of the moderators, timers and scorers.

B. Sectional Host Allowance: The host school shall pay all local tournament expenses and issue checks to tournament workers. The host school shall receive a \$250.00 guarantee plus 40.00 for hosting a seeding meeting and reimbursement for the moderators, timers and scorers.

C. Team Tournament Expense: Neither the State Association nor local meet management will assume responsibility for any team expenses for any tournament.

D. Admission Prices: There shall be no admission price for the Regional, Sectional or State Final tournaments.

E. Rights Fees for TV and Radio:

1. Television Rights Fees to be charged by local managers and/or the IHSA are contained in the IHSA Television Policy.

2. Radio fees which shall be charged are:

- a) Regional Tournament = No charge
- b) Sectional Tournament = No charge
- c) State Final = \$50.00

3. Policy regarding media requirements for each local manager is contained in the current News Media Directory.

V. TOURNAMENT ASSIGNMENTS AND SEED MEETINGS

A. Assignment Structure: All schools entered in the IHSA Class A and Class AA State Scholastic Bowl Tournament Series will be assigned to thirty-two (32) regionals and eight (8) Sectional tournaments for each class on a geographical basis by the IHSA Office.

B. Seeding Meeting:

1. The Sectional Manager will conduct a Seeding Meeting Wednesday, February 6, 2008 for the purpose of seeding teams and determining the four (4) Regional host schools. The meeting shall be held after school hours. The time shall be designated by the Sectional Manager. Sectional Managers should take into consideration the travel time of competing schools when establishing this meeting time.

2. The Sectional Manager should cover the following points of emphasis at the Seeding Meeting:

- a) Matching tops are required.
- b) Name Plates (no nick names)
- c) Sportsmanship (at all times)
- d) Reminder to review the Scholastic Bowl School and Manager Manuals
- e) A team is required to have five (5) members to begin a match.

3. The top eight (8) teams in each Sectional will be seeded.

4. Before a seeding vote begins, each team's weighted winning percentage should be displayed. The weighted winning percentage is calculated in the following manner: (winning percentage) + (total number of matches ÷ 100). For example; 6 wins and 2 losses $6/(6+2) + (6+2)/100 = .83$ compared to 25 wins and 15 losses $25/(25+15) + (25+15)/100 = 1.025$ The following criteria should be applied when determining seeds:

- a) Head to Head common opponent or record
- b) Number of Matches Played
- c) Win/Loss Record
- d) Quality of Competition
- e) Returning players

5. Each school's representative should bring a copy of the Team Record Report Form. Each school's representative should also bring some record of the season's matches. They should also bring enough copies to distribute to each school in the sectional. These sheets will be used by coaches in attendance to help guide their voting.

6. Schools who are unable to send a representative to the Sectional Seeding Meeting and also fail to fax their completed Team Record Report Form to the Sectional host, will be subject to sanctions. If a school does not attend their assigned seeding meeting and also fails to submit the Team Record Report by the deadline, coaches and participants from that school are subject to sanctions, which could include but not be limited to being ruled ineligible to compete in the State Series. As a courtesy to your seeding meeting host please contact them to indicate whether you plan to attend the seeding meeting.

7. Each school's representative will have one (1) minute to present their case as to where their team should be seeded. This time may not be used to raise other issues, and this time may not be used to speak about other teams. Coaches may waive their time.

8. Coaches will then rank the top eight (8) teams in their Sectional. Each coach will complete a ballot listing all teams from number 1 to 8. All ballots must be made public, and no school may vote for itself. The team with the fewest total points will be the number one (1) seed. Continue with this process until eight (8) teams are ranked.

9. Coaches should consider the following when voting: weighted winning percentage, head-to-head records, records against common opponents, placing in tournaments, and strength of schedule.

10. For purposes of seeding, no school should include its own "B" team's record on the Sectional Seeding Team Information Report sheet.

11. The IHSA will assign Regional and Sectional Hosts (any participating school is invited to host either a Regional or Sectional

Tournament, simply contact Ron McGraw). Regional sites will be filled at the seeding meeting. The opportunity to host a regional will be offered first to the top four (4) teams in each Sectional. If the top team is unwilling to host a Regional, the hosting opportunity will pass to the next highest seed until all teams are given an opportunity to host.

12. Regionals that do not have a host will be cancelled. Do not leave the seeding meeting without identifying four (4) hosts. Geography should be considered when selecting Regional host sites.

13. After the meeting, the Local Sectional Manager will send the Seeding Report Form to the IHSA. This form will be e-mailed to each local seeding meeting manager containing the names of the schools assigned to their Sectional prior to the seeding meeting. Following the Sectional Seeding Meeting, the IHSA will assign each school into a Regional Tournament based on the geography of the Regional hosts identified at the Sectional Seeding Meeting. Every effort will be made to separate the top 4 seeds in each Sectional (this can be impacted by who volunteers to host, and the geography involved).

VI. TOURNAMENT STRUCTURE AND TIME SCHEDULES

A. Regional Pairings: The bracketing and pairings of teams for each Regional will be completed in the IHSA Office on the basis of a combination of volunteering host schools, geography and seed. The pairing announcements will be posted on the IHSA web site.

B. Sectional Pairings: At the Sectional Tournament the Regional Winners will compete in a pool play format. The teams will play three (3) matches. The team with the most wins will advance to the State Finals.

Within the Sectional, Regionals will be identified as A1, A2, B1 and B2. Regionals A1 and B1 will contain the number 1 & 2 seeds respectively from their sectional. Regionals B2 & A2 will contain the number 3 & 4 seeds respectively from their sectional.

The sectional round robin component of the State Series will be assigned as follows:

Round 1: A1 vs. A2
B1 vs. B2

Round 2: A1 vs. B2
B1 vs. A2

Round 3: A1 vs. B1
A2 vs. B2

1. If two teams are tied with identical records in a pool, the head-to-head result in pool play will break the tie, and determine advancement.

2. If three teams are tied with identical records in a pool, the total points scored in pool play (against the tied teams) will be used to break the tie, and determine advancement.

3. In the event that three teams are tied with identical records, and two of those three teams have identical total points scored in pool play (against the tied teams), the head-to-head result in pool play will break the tie between those two teams, and determine advancement.

4. If three teams are tied with identical records in a pool, and all three teams have identical total points scored in pool play (against the tied teams), the team with the larger number of toss-up questions answered correctly will break the tie, with the head-to-head result in pool play used to break any remaining ties.

5. If the above methods cannot break a tie between three teams, teams will be drawn by lot to determine advancement among tied teams.

C. Regional Rounds: Each Regional Tournament will consist of three (3) rounds of single-elimination matches. At some regionals additional preliminary rounds may be necessary depending on the number of teams assigned to the regional.

D. Number of Rounds: Each Sectional Tournament will consist of three (3) rounds of pool play.

E. Recommended Time Schedule: The following are the *recommended* Time Schedules for the Regional and Sectional tournaments. These schedules may be adjusted to meet the needs of the host school:

Regional Time Schedule With A Preliminary Round (4 Round Regional)

No later than 3:00pm	Moderators' meeting starts (may be adjusted later)
4:00 p.m. – 4:15 p.m.	Coaches' Meeting
4:30 p.m. – 5:15 p.m.	Preliminary Round
5:30 p.m. – 6:15 p.m.	Round One
6:30 p.m. – 7:15 p.m.	Round Two
7:30 p.m. – 8:15 p.m.	Round Three
8:15 p.m. – 8:30 p.m.	Awards Ceremony

Rounds may begin earlier if both teams are ready.

Regional Time Schedule With NO Preliminary Round (3 Round Regional)

No later than 3:00pm	Moderators' meeting starts (may be adjusted later)
4:00 p.m. – 4:15 p.m.	Coaches' Meeting
4:30 p.m. – 5:15 p.m.	Round One
5:30 p.m. – 6:15 p.m.	Round Two
6:30 p.m. – 7:15 p.m.	Round Three
7:15 p.m. – 7:30 p.m.	Awards Ceremony

Rounds may begin earlier if both teams are ready.

Class A and Class AA Sectional Time Schedule

8:30 a.m. – 9:30 a.m.	Moderators' Meeting
9:30 a.m. – 9:45 a.m.	Coaches' Meeting
10:00 a.m. – 11:00 a.m.	Round One
11:15 a.m. – 12:15 a.m.	Round Two
12:15 p.m. – 12:45 p.m.	Break
12:45 p.m. – 1:45 p.m.	Round Three
2:00 p.m.	Awards Ceremony

Rounds may begin earlier if both teams are ready.

Class A and Class AA State Final Time Schedule

8:00 a.m.	Schools may begin to Check-In
9:30 a.m.	Opening Ceremonies
10:00 a.m. – 11:10 a.m.	First Round of Preliminary Pool Play
11:25 a.m. – 12:35 p.m.	Second Round of Preliminary Pool Play
12:35 p.m. – 1:35 p.m.	Break
1:35 p.m. – 2:45 p.m.	Third Round of Preliminary Pool Play
3:00 p.m. – 4:15 p.m.	Championship and Consolation Rounds
4:15 p.m. – 5:00 p.m.	Awards Ceremony

**Class A and Class AA
(Pairings Determined By Blind Draw)**

	Pool 1	Pool 2
<i>Round 1</i>	Team A vs. Team H Team F vs. Team G	Team D vs. Team E Team B vs. Team C
<i>Round 2</i>	Team A vs. Team G Team F vs. Team H	Team D vs. Team C Team B vs. Team E
<i>Round 3</i>	Team A vs. Team F Team H vs. Team G	Team D vs. Team B Team E vs. Team C
<i>Championship</i>	Pool #1 Winner vs. Pool #2 Winner	
<i>Consolation</i>	Pool #1 Runner-up vs. Pool #2 Runner-up	

VII. ADVANCEMENT OF WINNERS

A. Regional to Sectional Advancement: The winner from each Class A and Class AA Regional tournament will advance to compete in their respective Sectional.

B. Sectional to State Advancement: The winning team from each Class A and Class AA Sectional tournament will advance to compete in their respective Class State Final tournament. The winning teams from the eight (8) Class A and eight (8) Class AA Sectional tournaments will compete in the State Final tournament for first, second, third, and fourth places in their class.

C. State Final Format:

1. Eight (8) teams from Class A and Class AA will compete in Pool Play at the State Finals. The eight (8) teams in each class will be divided by blind draw into two separate pools of four (4) teams each. The teams will play a round-robin format in which each team will play three (3) matches. The winner of each pool will advance to the Championship match in their class. The runner-up in each pool will compete in the Consolation match in each class.

2. If two teams are tied with identical records in a pool, the head-to-head result in pool play will break the tie, and determine advancement.

3. If three teams are tied with identical records in a pool, the total points scored in pool play (against the tied teams) will be used to break the tie, and determine advancement.

4. In the event that three teams are tied with identical records, and two of those three teams have identical total points scored in pool play (against the tied teams), the head-to-head result in pool play will break the tie between those two teams, and determine advancement.

5. If three teams are tied with identical records in a pool, and all three teams have identical total points scored in pool play (against the tied teams), the team with the larg-

er number of toss-up questions answered correctly will break the tie, with the head-to-head result in pool play used to break any remaining ties.

6. If the above methods cannot break a tie between three teams, teams will be drawn by lot to determine advancement among tied teams.

VIII. TOURNAMENT RULES

A. Official Rules: The official rules governing competition in the State series tournaments shall be those included in the "IHSA Scholastic Bowl School and Manager Manual. Local tournament managers are responsible for making sure the competition is conducted in accordance with these official rules.

B. Moderator's Authority: The moderator has the final authority and shall decide all matters arising during the match that are not specifically covered in the "IHSA Scholastic Bowl School and Manager Manual.

C. Local Manager's Authority: The local manager shall be authorized to make all administrative decisions based on the enforcement of IHSA Terms and Conditions, IHSA By-Laws, and the Scholastic Bowl Tournament Manager's Manual. Situations not stipulated in any of the IHSA rules are administrative in nature and shall be made by the local manager. The Local Manager's decision is final.

D. Appeals to the IHSA: The decisions of match moderators and local managers shall be final and cannot be appealed. The IHSA Board of Directors will not review decisions of the contest officials, whether an alleged error is due to faulty judgment, misinterpretations of the rules, or acceptability of the competition questions.

E. Number of Players: A team shall consist of a maximum of fifteen (15) players. Five (5) team players must start the match. A coach must designate one of the five participating

players as captain. Fewer than five (5) may continue in the match if there are extenuating circumstances.

F. On-Line Team Record Report Form:

All schools entered in the Scholastic Bowl State Series must go on-line to submit their team's "Team Record Report Form" before noon on Thursday, January 31, 2008. If a school does not submit the On-line Team Record Report Form by the deadline, coaches and participants from that school are subject to sanctions, which could include but not be limited to being ruled ineligible to compete in the State Series. Schools which do not submit their school's On-Line Team Record Report Form and are consequently ruled ineligible for the State Final Series **must formally withdraw** (see Withdrawal Procedures/Breach of Contract III-C).

1. **Regional, Sectional, State Final Rosters: At the Regional, Sectional and State Final, the coach or faculty representative must bring a copy of their School's Team Roster indicating which fifteen (15) players will compete in the respective level of competition before his/her team competes in the first round of competition in those tournaments .** The fifteen (15) players for each level of competition (Regional, Sectional, State Final) can change as long as the players are in all aspects eligible to compete in IHSA activities.

G. Coaches:

1. Each team shall be accompanied by at least one faculty member or other adult who has been designated as coach by the principal of the high school.

2. Each school should designate to the moderator before the match begins the name of one (1) adult who will act as head coach. This head coach will be the only person permitted to approach the moderator and be involved in consultations with the moderator without being specifically requested to do so by the moderator.

3. A school who uses "co-coaches" must designate a single head coach for a

match, but may change head coaches for different matches in the same tournament.

H. Team Seating: The competitors within each team will be seated side-by-side and facing in the same direction. The moderator will be positioned so as to see the faces, name plates, and responder lights of all competitors, and as close as possible to halfway between the two teams. Coaches and reserve players should be physically separated from the competitors and may be behind or in front of the teams depending on room constraints. When there are a large number of spectators watching a match the preferred setup is to have the teams positioned in a chevron (V-shape), with moderator at the point of the V, all facing the coaches, reserve players, and spectators.

I. Dress: All Scholastic Bowl teams must wear appropriate matching tops for competing in the state series. Matching tops shall be defined as matching in style, color, and markings. Members of the same gender must have identical tops, though males may wear slightly different tops than females.

1. Team competitors and coaches will appear in appropriate attire. Acceptable apparel will include, but not be limited to: slacks, turtlenecks, sport shirts with collars, sport coats, T-shirts, sweatshirts, sweaters, nice jeans, skirts and dresses.

2. Unacceptable apparel will include, but not be limited to: tank tops, cut-offs, short-shorts, clothing that advertise alcohol, drugs, or explicit material, jeans with holes or patches, hats or non-religious head gear, boxer-type shorts, spandex tights or pants worn below the hips.

3. A student or coach may wear apparel that bears the trademark or logo of a manufacturer or distributor during competition provided that the student or coach's apparel bears only a single manufacturer's or distributor's normal label or trademark, not to exceed a one and one-half inch by one and one-half inch square.

J. Illegal uniform:

1. When a team cannot begin a match with 5 players wearing legal, matching uniform tops, 30 points shall be awarded the opponents. The penalty will be assessed at the beginning of each match of the state series that the team is in violation. The moderator will notify the IHSA of non-compliance.

2. When a player wearing a non-matching or illegal uniform attempts to enter the match, the local manager shall not allow the substitution until the player is in compliance with this rule.

K. Nameplates

1. Each individual playing in the game must display their name on a legible placard that will be displayed in front of the

player at all times so that the moderator can read the name on the placard.

2. The name printed on the placard must match the first name of the player on the team roster given to the tournament manager before the tournament began. Diminutive forms of names (i.e. Mary for Maria; John or Jack for Jonathan) are acceptable. Nicknames are unacceptable.

3. Players attempting to enter the game will not be permitted to enter the game until they are in compliance with this rule.

L. Forfeit(s):

1. **Time:** Time: Each team present at the host site should be at their match location at least five (5) minutes before the match is scheduled to begin. A team that is not present when the round is scheduled to begin shall forfeit its match. A team arriving at a host site and their match location after the scheduled start time for the match, without calling ahead, shall forfeit all its matches that day. If a team calls ahead to notify the host of the delay, the start time can be moved to accommodate the delay, but never by more than 45 minutes.

Note: When entering a forfeit in the ScoreZone managers must select the "forfeit" option. In addition they must enter a score of 1 to 0 to indicate to the computer software which team received the forfeit and the win.

2. **School representative:** Each team shall be accompanied by at least one faculty member or other adult who has been designated as coach by the principal of the high school. Failure to have such a representative will call for the team to forfeit.

3. **Number of players:** Five (5) team players must start the match. Failure to start the match with five (5) team players will cause the team to forfeit. However, fewer than five (5) team players may continue in the match if there are extenuating circumstances.

Note: Any team which forfeits a match in pool play, will be excluded for the remainder of that competition, and all matches played to that point in that pool play will become void. This will eliminate all points scored for and against for the forfeiting team and all of the teams they have competed against.

4. **To Record a Forfeit:** When reporting scores in the ScoreZone, forfeits must be recorded as a forfeit. In the appropriate box click on "Forfeit." In the score box area you must enter a score of 1 to 0 so the computer knows who received the forfeit, and consequently won the match.

M. Question formats:

1. Match questions will be a combination of toss-up and bonus. Bonus questions are multiple part (three to five parts) and are rebounding. Rebounding refers to the fact that the team to which the bonus is NOT awarded has the opportunity to answer any part(s) not

answered correctly by the team to which the bonus was originally awarded.

2. No true-false or other types of two-option questions will be permitted.

3. Multiple choice toss-up and bonus questions will not be permitted except in the case of vocabulary (analogy) toss-up questions. For such multiple-choice questions, any verbal response that indicates one of the choices will be acceptable. Multiple choice bonus questions will not be permitted except in the case where the setup enumerates a list of potential word-choice answers (in order to limit the range of possible answers) and there is not a one-for-one matching correspondence between the choices and the bonus parts.

4. Audio and visual material in questions may be used.

5. If a handout is to be used for a question, a copy of the handout must be provided to each playing member of both teams.

6. Succeeding parts of bonus questions (parts 2, 3, 4, and 5) must never reveal the answer to previous parts of the same bonus question (i.e. the answer to bonus part #1 cannot be contained in the question that is bonus part #3)

7. The topic of the tossup should be different from its bonus. Question topics in a round should be ordered in a non-predictable, apparently random way but with some balance between halves. The last three (3) toss up questions and the last three (3) bonus questions in each match may not be from the miscellaneous category.

8. Bonus parts should be related in some way (which need not be obvious) and tied together with a setup that helps focus player's thoughts.

9. For non-computational toss-ups, the preferred style is multi-clue, starting with a more challenging clue and ending with a clue that most teams should reasonably be expected to answer correctly. Buzzer-beater questions that virtually any team can be expected to answer after hearing only a few words are discouraged. Toss-ups should begin in a way that uniquely identifies the answer so that an expert in the subject could answer early without having to guess what the question is asking for.

10. For non-computational bonus questions, the preferred style for each part is straight forward or single-clue, with brevity a consideration. This guideline is not intended to stifle creativity, limit necessary information, or require that all bonus parts be easy. Like a home run in baseball, sweeping all parts of a bonus should be rare; answering at least one part should be common.

11. For computational bonus questions the preferred order of the parts is from most challenging to easiest. While the bonus parts should be in some way related, having all parts use the same exact formula, pattern, or algorithm is discouraged.

12. Question writers and / or editors are encouraged to consider and research alternative correct answers and / or common, similar, or related incorrect answers and to list them with instructions to the moderator to “accept also”, “do not accept”, or “prompt on.”

13. Questions should be pristine. While there are many text and internet based sources for facts from which questions can be constructed, word-for-word plagiarism from copyrighted sources or previously used question sets is not permitted. Short excerpts from primary sources such as literature, poetry, music, film, and other media are permitted, especially when the intent of the question is to identify the source, author, era, or other information for which the excerpt is a clue.

14. The vast majority of questions should be academic in nature and relevant to topics typically taught in Illinois High Schools, including Advanced Placement courses, as per the sub-categories listed in VIII-O. Each round should contain questions from a variety of places and eras, and no one place or era should dominate any category or the series as a whole. While there should be some basic questions and some challenging questions in every round, the general trend and flow of the series should be increasing in difficulty from Regionals to Sectionals to the State Finals.

15. Within the first few words or within the first clue, toss-up questions should uniquely identify what is being asked (by using a pronoun, or a phrase such as “identify the person” or “name the book”). Avoid starting toss-up questions with statements containing superfluous information that will cue a knowledgeable player to buzz in early with an applicable, germane, but incorrect answer. In no case should a toss-up begin by heading in one direction, then change direction and ask a completely different question.

N. Lockout System: A ten-position electronic lockout response system will be used for all matches in the State Scholastic Bowl Series.

O. Categories and Sub-categories for Toss-up and Bonus Questions: Designate “Major” and “Minor” sub-categories in which written questions will be selected. The **bold** sub-categories are the major areas that the majority of the questions from that category will be selected.

1. *Science*
Biology
Chemistry
Physics
 General science
 Earth science
 Astronomy
 Health
2. *Mathematics*
Algebra
Geometry
Calculus

Trigonometry

General math
 Analytic geometry
 Programming and Scripting

3. *Social Studies*

Government
Geography
U.S. History
World History

Economics
 Current events
 Social Science (Psychology, Philosophy, Sociology)

4. *Language Arts*

U.S. Literature
British Literature
World Literature and Mythology

Grammar/usage
 Spelling
 Vocabulary
 Speech

5. *Fine Arts*

Art History
 Music History (mostly but not exclusively from the Common Practice Period 1600-1900)
 Music Theory

Art Theory
 Artistic Dance (dancing legends, choreographers, tap, jazz, modern, ballroom, ballet)
 Musical Theater (Broadway, off-Broadway, classic musical cinema)

Architecture

6. *Miscellaneous*

Journalism
 Sports
 Technology
 Agriculture
 Family Consumer Science
 Driver’s Ed.
 Industrial arts
 Pop culture
 Consumer Ed.
 Interdisciplinary

P. Breakdown of Questions at all levels of the IHSA State Final Series: The sixty (60) questions, thirty (30) toss-up and thirty (30) bonus questions, for each match throughout the state series will consist of the following specific number of questions in each category:

1. **Science:** Six (6) toss-up and six (6) bonus questions per match.
2. **Mathematics:** Six (6) toss-up and six (6) bonus questions per match.
3. **Social Studies:** Six (6) toss-up and six (6) bonus questions per match.
4. **Literature/Language Arts:** Six (6) toss-up and six (6) bonus questions per match.
5. **Fine Arts:** Four (4) toss-up and four (4) bonus questions per match.
6. **Miscellaneous:** Two (2) toss-up and two (2) bonus questions per match.

7. All toss-up questions involving calculation must be labeled.

8. There will be a maximum of eight (8) toss-up and eight (8) bonus questions involving calculation per match.

Note: There will be two (2) toss-up and two (2) bonus replacement questions from each category for each level of competition.

Q. Sets of Questions:

1. Class A and Class AA will use the same sets of questions for each round of play in the State Series.

2. Three (3) different sets of questions will be used at each Class A and Class AA Regional Tournament. At some Regional tournaments, it will be necessary to use four (4) different sets of questions.

3. Three (3) different sets of questions will be used at each Class A and Class AA Sectional Tournament.

4. Four (4) different sets of questions will be used at each Class A and Class AA State Final Tournament.

5. Questions used at Regional and Sectional competition are the property of the IHSA and **must be destroyed** by the host school immediately following the tournament. Questions should not be returned to the IHSA office, nor kept by the host school for use in the future.

R. Moderators’ Meeting

1. Regional and Sectional Managers may allow the moderators to view the questions starting one (1) week prior to the round of competition and to bring their findings to the Moderator’s Meeting. Regional and Sectional Managers will maintain a sign-out sheet for the questions.

2. Before each round of the State Scholastic Bowl Series, the local manager will arrange for a moderators’ meeting to be held at least one hour before the beginning of the first round of play for that tournament (or as soon as possible before the start of the first round if the school day intrudes).

3. No coach should be present at the moderators’ meeting.

4. Moderators should have access to all question sets in use at the tournament, and copies of the IHSA Scholastic Bowl School and Manager Manual.

5. The moderators should open the sets of questions and examine them for completeness, accuracy, and pronunciation.

6. Moderators may consult printed material to confirm answers and pronunciation.

7. Moderators should review the rules among themselves, review procedures in conducting the match, and consult the local manager to confirm room assignments and the procedure for reporting results and obtaining new question sets, and prepare themselves to begin the match.

S. Tournament Personnel:

1. At each Regional and Sectional tournament, moderators, timer/scorer will be appointed by the local manager of that tournament. For the State Final tournament, four (4) moderators for Class A and four (4) moderators for Class AA will be appointed by the IHSA. Scorers and timers shall be assigned by the State Final Manager.

2. The officials for each match in the State Series will include a moderator, a scorer, and a timer. The adult scorer and adult timer also serve as assistant judges to the moderator.

3. The moderator must always be an adult, and it is highly advised that an experienced moderator be used in each match of the State Series.

T. Coaches' Meeting

1. At least one coach from each school participating in the tournament should be present at the Coaches' meeting. All moderators and the local manager should also be present.

2. Assistant coaches and timer/scorer are also advised to attend, if they are able. It is understood that some of these people may need to supervise competition rooms while other adults are attending the Coaches' meeting.

3. The Local manager should review times and locations of facilities and all events for the tournament.

4. The Local Manager may have the most experienced moderator discuss specific rules, or may conduct that part of the meeting himself/herself.

5. Allow the meeting to end so that coaches and personnel have time to arrive at the competition rooms and begin the initial round on time.

U. End of Match, Overtime Procedures:

3-G. End of Match

3-G-1. The team that scores the greatest number of points during a match wins the match.

3-G-2. If there is a tie at the end of regulation, overtime will be played.

3-G-2a. Overtime will consist of one or more toss-up questions with their accompanying bonus question.

3-G-2b. The toss-up and bonus questions should be selected randomly, provided they have not been previously used as replacement questions in the match.

3-G-2c. The toss-up and bonus question should not be of the same category.

3-G-2d. If the toss-up question is answered correctly, the winner of the match shall be the team leading after the accompanying bonus question is attempted and completed.

3-G-2e. If there is still a tie after a toss-up question is answered correctly and a bonus is

attempted and completed; or the toss-up question is not answered correctly, the moderator will once again randomly select a toss-up question and bonus question and continue. Proceed to the next unused replacement toss-up and accompanying bonus and continue.

IX. TOURNAMENT POLICIES

A. Participant Passes: Each team participating in the Class A and Class AA State Final tournament will receive a maximum of eighteen (18) participant passes for its fifteen (15) players and coaches that are included on the school's tournament team roster.

B. Damage to Property or Equipment: If contestants or people from any school entered in a state series are found guilty of carelessness or maliciously breaking, damaging or destroying property or equipment belonging to the host school, such school shall be held responsible for costs incurred in replacing or repairing such property or equipment.

C. Qualified Coaches: In accordance with IHSA By-laws 2.020 and 2.030, all schools are required to have a coach or faculty representative who has been appointed by the high school principal to be present at the tournament site during tournament play. If a school does not have a duly appointed coach or faculty representative present at the tournament site during tournament play, the school's competitors shall not be permitted to participate.

D. Signs, Banners, Balloons and Mechanical Noisemakers:

1. The display of signs, banners, posters or similar items at IHSA state series events is permitted, provided:

a) They are in good taste and reflect good sportsmanship in their message and use;

b) They reflect identification and encouragement to participants and their school/community;

c) They are not displayed on the field of play or in a manner that interferes with play;

d) They do not obstruct the view of participants or spectators; and,

e) They are not safety hazards.

2. All mechanical noisemaking devices, including balloons, shall be excluded from the Scholastic Bowl facilities.

E. Media Requirements:

1. Providing Space: Space shall be set aside to provide for news media representatives covering the state series whether they be from newspapers, radio stations, commercial television stations and/or cable television stations.

2. Radio and TV Originators: It is the responsibility of the local manager to accept applications, approve requests to originate, collect proper rights fees payment (where required) and make cancellation refunds for television and/or radio play-by-play originations, according to the IHSA Television and/or IHSA Radio Broadcast Policy.

a) Television Rights Fees for all levels of competition below the State Final level shall be paid to the host school and shall become part of the revenue to be shared by the member school(s) and the Association according to the financial terms stipulated in these Terms and Conditions.

b) Radio Broadcast Rights Fees are not required for any level of competition in this series except the State Final. Local managers shall permit radio play-by-play originations of the competition.

c) Television and/or Radio Stations which do not apply in advance, or which do not pay required rights fees prior to the start of competition in each respective level in this state series shall not be given credentials nor allowed access to the facility to originate. Sponsors of the originations for television and radio shall be only those so stipulated in the respective IHSA Television and Broadcast policies.

3. Administrative Details: Reporting information to the news media and/or the IHSA Office, as stipulated in instructions to Local Managers, shall be the responsibility of each Local Manager and is required.

4. Sessions at the Sectional and State Final may be videotaped.

F. Video Replay and Television Monitoring Equipment:

Use of video replay or television monitoring equipment other than the official equipment approved by the IHSA shall not be used to make decisions related to the tournament. Only IHSA state meet officials, will have the authority to review official video results.

G. Flash Photography: Flash photography is not allowed by anyone except the photographers from V.I.P. These photographers are contracted by the IHSA and have been trained in the appropriate uses of flash photography during events.

H. Tobacco Products: No coach, player or any other person connected with a team shall be permitted to use tobacco products in the competition area, either during practice or while the contest is in progress.

I. Use of Inhalers: A student with asthma may possess and use his/her medication during an IHSA competition, while under the supervision of school personnel, provided the school meets the outlined procedures of self administration in the Illinois School Code.

J. Alcoholic Beverages and IHSA State Series Events: The possession, distribution, sale and/or consumption of alcoholic beverages are prohibited at the site and on any affiliated property of any IHSA state series contest. State series hosts are required to make all state series contest sites and any affiliated property, including parking lots, fan accommodation areas, and other school or event venue property, alcohol free zones on the date or dates of any IHSA event being held at the site. Violation of this policy by an event host will subject the host to a penalty for violation of IHSA By-law 2.020. Such penalty may include but not necessarily be limited to prohibition against subsequent event hosting assignments. Violation of this policy by a non-hosting member school will subject the school to penalty for violation of IHSA By-law 2.020. Patrons of any IHSA state series contest determined to be in violation of this policy will be removed from the premise, and law enforcement officials will be called as warranted.

X. AWARDS

A. Regional: A plaque will be distributed to the winning team. No individual awards.

B. Sectional: A plaque will be distributed to the winning team. No individual awards.

C. State Final:

1. **Individual:** Fifteen (15) individual medallions will be presented to the members of the first, second, third, and fourth place teams at the State Final Tournament. Two (2) coaches medals will be provided to the coaches of the first, second, third, and fourth place teams at the State Final Tournament. In addition, one medal for the Superintendent, Principal and Activities Director will be provided for each team finishing 1st – 4th.

2. **Team:** Trophies will be presented to the first, second, third, and fourth place teams.

XI. OFFICIALS

A. Regional Appointment and Fees: Local Manager's are responsible for hiring the Moderator, Scorer and Timer. The host school shall issue payment to each official which will be reimbursed by the IHSA Office upon receipt of the Financial Report Form.

Moderator: \$15.00 per match
Scorer: \$10.00 per match
Timer: \$10.00 per match

B. Sectional Appointment and Fees:

Local Manager's are responsible for hiring the Moderator, Scorer and Timer. The host school shall issue payment to each official which will be reimbursed by the IHSA Office upon receipt of the Financial Report Form.

Moderator: \$15.00 per match
Scorer: \$10.00 per match
Timer: \$10.00 per match

C. State Final Appointment and Fees:

State Final Officials will be paid and appointed by the IHSA Office.

Moderator: \$100.00 per day.
Scorer: \$10.00 per match worked
Timer: \$10.00 per match worked

D. Mileage Reimbursement Policy:

The officials appointed by the IHSA will be paid mileage from the IHSA Office upon receipt of a mileage voucher submitted by the appointed official to the IHSA Office within 30 days of the contest. Appointed officials will receive 25 cents per mile for every mile over 100 miles for each round trip. Mileage vouchers can be printed from the IHSA Web Site through the IHSA Officials Center. **Note:** Mileage is determined to and from the officials home to the site of the competition, unless prior approval has been given from the administrator in charge of the sport/activity.