

2011-12

Boys Baseball
Girls Softball

**Manual for
Managers**



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Revision History

April 11

Pg. 10, IX-N: Softballs:
The Baden PERFECTION 2BSFP-CY (Cork core) or LEXUM 2BSF-PCY (Cork core) ball is required to be used in all girls state softball tournament series games. There can be no substitution of a ball manufactured by another company.



2011-12 Boys Baseball Series Terms and Conditions

In accordance with Section 1.450 of the IHSA Constitution, the Terms and Conditions governing the 2011-12 IHSA Class 1A, 2A, 3A, and 4A Boys Baseball Tournament Series have been approved by the Board of Directors.

I. SCHOOL CLASSIFICATION

Competition in the IHSA Boys Baseball 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. Non-boundaried schools will have their total student enrollment multiplied by 1.65.

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 four-class system shall be classified as follows:

1. Schools with enrollments of 328 and below will be Class 1A.

2. Schools with enrollments of 329-802 will be Class 2A.

3. Schools with enrollments of 803-1729 will be Class 3A.

4. Schools with enrollments of 1730-above will be Class 4A.

II. DATES AND SITES

A. Class 1A & 2A – In the Sectional Complex, Regional play shall begin on Monday, May 14, 2012. All play will follow the schedule below, as determined by the number of teams in a respective bracket.

Regional Preliminaries: Monday, May 14, 2012
(If necessary, at the site of the highest seed.)

Regional Quarterfinals: Tuesday, May 15, 2012
(If necessary, at the site of the highest seed.)

Regional Semifinals: Wednesday, May 16, 2012
& Thursday, May 17, 2012

Regional Finals: Saturday, May 19, 2012

The Sectional Semifinal games shall be played on Wednesday and Thursday, May 23 & 24. The Sectional Final (Championship) shall be played on Saturday, May 26th. The Super-Sectional games shall be played on Monday, May 28th.

Note: When the Memorial Day holiday interrupts the Super-sectional game, **play shall be required on the holiday.**

Sites for Regional, Sectional, and Super-Sectional games shall be announced at a later date. The Class 1A & 2A State Final tournament will be held on Friday, June 1 & Saturday, June 2. The tournament will be held at O'Brien Field, located at 730 S.W. Jefferson in downtown, Peoria, IL.

B. Class 3A & 4A – Regional play shall begin on Monday, May 21, 2012. All play will follow the schedule below, as determined by the number of teams in a respective bracket.

Regional Preliminaries: Monday, May 21, 2012
(If necessary, at the site of the highest seed.)

Regional Quarterfinals: Tuesday, May 22, 2012
(If necessary, at the site of the highest seed.)

Regional Semifinals: Wednesday, May 23, 2012
& Thursday, May 24, 2012

Regional Finals: Saturday, May 26, 2012

Note: When the Memorial Day holiday interrupts the Regional tournament, **play shall be required on the holiday.**

The Sectional Semifinal games shall be played on Wednesday and Thursday, May 30 & 31. The Sectional Final (Championship) shall be played on Saturday, June 2. The Super-Sectional games shall be played on Monday, June 4.

Sites for Regional, Sectional, and Super-Sectional games shall be announced at a later date. The Class 3A & 4A State Final tournament will be held on Friday June 8 and Saturday, June 9. The tournament will be held at Silver Cross Field, located at One Mayor Art Schultz Drive, Joliet.

III. ONLINE ENTRIES, WITHDRAWAL PROCEDURES, ELIGIBILITY, AFFIRMATIVE ACTION AND ONLINE 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 2011-12 Entry Policies and Procedures.

A. Online Entries

All member schools must enter their school into the state series competition through the IHSA Schools Center on the IHSA Website at www.ihsa.org. The deadline for entry in boys baseball is February 1, 2012. The 2011-12 Entry Policies and Procedures outlining the online entry procedures for all IHSA-sponsored tournaments can be found in the Schools Center on the IHSA Website.

B. Late Entries: Any attempt to enter a sport or activity online 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 notify the IHSA Office, in writing, of the school's withdrawal from the respective sport prior to the seeding meeting date and/or the date the List of Participants is due for that sport.

If a school withdraws after the seeding meeting date/List of Participants due date but before the first competition, the school will be charged a \$100 penalty and, if applicable, the cost of game officials and the host school guarantee provided for in the Terms & Conditions.

If a school does not officially withdraw prior to the first competition and/or does not show up for competition, the school will be charged a \$100 penalty, the cost of game officials and the host school guarantee according to the Terms & Conditions for the respective sport.

D. Eligibility: All member schools in good standing may enter one team under the provisions of IHSA By-law 3.054. (By-law 4.071 for activities)

E. Affirmative Action: Only boys shall be permitted to participate in the state series except as provided in the IHSA Affirmative Action Policy.

IV. HOST FINANCIAL ARRANGEMENTS

A. Preliminary and Quarterfinal Regional Games:

1) The Preliminary and Quarterfinal game of the Regional tournament are financially independent. The host school shall pay all local expenses and issue checks to game officials. If admission is charged, the host school will receive 100 percent of the gate receipts. IHSA will reimburse the school for the cost of the game officials.

B. Semifinal and Final Regional Games:

1) Host school shall pay all local expenses and issue checks to game officials. The host school shall receive a flat fee of \$550.00 for hosting the semifinal and final game of regionals, the cost of the game officials and retain 20% of net income. If admission is not charged, the host school shall forfeit the guarantee.

C. Sectional Tournaments:

1) Host school shall pay for all local expenses and issue checks to the game officials. Host school shall receive a flat fee of \$560.00 for hosting the sectional games, the cost of game officials and retain 20% of net income. If admission is not charged, the host school shall forfeit the host guarantee.

D. Super-Sectional Tournaments:

1) Host school shall pay for all local expenses and issue checks to the game officials. Host school shall receive a \$200.00 host guarantee, the cost of the game officials and retain 20% of the net income. If admission is not charged, the host shall forfeit the guarantee.

E. Admission Prices (1A, 2A, 3A, 4A):

- 1) Regional, \$4.00 per session (if admission is charged)
- 2) Sectional, \$5.00 per session
- 3) Super Sectional, \$5.00 per session
- 4) State Final, \$6.00 per session
- 5) **Baby in Arms** Free Admission to all Tournament Levels of Competition

Note: Season Ticket Prices for Regional/Sectional Tournaments: Local managers of Regional and/or Sectional tournaments in which two (2) or more sessions are conducted may sell season tickets along with session tickets. In the event a manager exercises this option, the season ticket price will be the session ticket price times the number of sessions.

F. Rights Fees for TV and Radio:

See the IHSA web site (www.ihsa.org) for the fees to be charged by Local Managers and/or the IHSA for television and cable broadcasts and radio originations.

V. TOURNAMENT ASSIGNMENTS AND SEEDING MEETINGS

A. Class 1A and Class 2A: In Class 1A and 2A, all state tournament series will begin in Regionals. Regionals will be used for all 1A and 2A assignments. Geography again being the factor used in the assignment. Regionals will seed with a 1 vs. 4, 2 vs. 3 concept.

B. Class 3A and 4A Chicago Suburban Area: In Class 3A and 4A, all state series tournaments in the Chicago suburban area will begin with a sectional complex. The sectional complex will utilize true seeds unless conflicts arise from the seeds of the pre-determined hosts.

C. Class 3A and 4A Outside the Chicago Suburban Area: In Class 3A and 4A, all state series tournaments outside of the Chicago suburban area will begin with traditional geographic regionals. Generally, the Chicago suburban area will be defined as the following counties – Cook, Northern Will, DuPage, Kane, and Lake. By Policy, in sectionals that have a large geographic representation, a designated pairing may be used to reduce travel in that sectional.

D. Tournament Series: The successive tournament series shall be designated respectively as regional, sectional, super-sectional and state final. The IHSA Office will select all regional, sectional and super-sectional host sites. All schools including the Chicago Public Schools entered in the state series will be assigned to a regional, or sectional complex based on geography.

E. Seeding and Pairings: The seeding shall be done on Tuesday, May 1, 2012 for Class 1A & 2A and on Tuesday, May 8, 2012 for Class 3A & 4A. The seeding will be done online in the Schools Center by all coaches. All coaches will be required to fill out the online data form which contains information about their team. Information on all schools in your tournament will be available for each coach to review prior to making their seeds online. Pairings will be released on the IHSA website. Pairings for the first round of games of the State Final Tournament(s) will be made by chance drawings at the Spring Sports Drawing.

It is the responsibility of each competing school entered in the state series to complete the IHSA Season Summary Sheet prior to the seeding of schools. The school must complete their school form online in their Schools Center no later than 8:00 a.m. on the day that the online seeding is conducted. Non-compliance may result in IHSA review and possible sanctions imposed upon the school.

VI. TOURNAMENT STRUCTURE AND TIME SCHEDULES

A. Time Schedule:

1) Local managers will not be permitted to change the order in which games are played unless given permission by the IHSA Office. Regional or Sectional managers, upon consultation with the IHSA Office, shall alter the playing schedule to accommodate the regularly scheduled graduation ceremonies of a competing school.

Note: If the host school is equipped to play night baseball and if facilities are adequate, a twilight double-header or single night games may be played provided anticipated gate receipts will cover the cost of lighting the field. Furthermore, that the participating schools involved agree to play under the lights. If during a day game it seems advisable to turn on the lights, it will be the responsibility of the host manager to make this decision.

2) Starting times for all games will be announced by the local manager, but in the Regional and Sectional tournaments, games should not be played during school hours. The following starting times are recommended to the host schools: 4:30 p.m. for weekday games, 7:00 p.m. for night games, and 10:00 a.m. for Saturday games. Tournament managers should notify the IHSA Office and participating teams of scheduled game times.

3) State Final Schedule will be as follows:

Class 1A & 2A State Final Tournament **Friday, June 1, 2012**

Session 1 (Class 1A Semi-Finals)

Game 1—10:00 a.m.
Game 2—Noon (Approx.)

Session 2 (Class 2A Semi-Finals)

Game 3—3:00 p.m.
Game 4—5:00 p.m. (Approx.)

Saturday, June 2, 2012

Class 1A Finals Session

Game 5—9:00 a.m.—Loser Game 1 vs. Loser Game 2 (Consolation Game)
Game 6—The championship game will begin immediately after the conclusion of the third place game and awards. Winner Game 1 vs. Winner Game 2 (1A Championship)

Class 2A Final Session

Game 7—3:00 p.m.—Loser Game 3 vs. Loser of Game 4 (Consolation Game)
Game 8—The championship game will begin immediately after the conclusion for the third place game and awards.—Winner Game 3 vs. Winner Game 4 (2A Championship)

On Saturday of the State Finals, in Game 7 (Consolation Game), no inning will begin after 5:30 p.m.

Note 1): Game 7 will be scheduled to start at 3:00 p.m. If the game cannot be started by 4:00 p.m., it will not be played.

Note 2): A 20-minute break is scheduled between Game 6 and 7. This means that Game 7 may not start at 3:00 p.m., but as soon after as possible.

Note 3): If Game 6 ends after 3:40 p.m. and before 4:00 p.m., the 20-minute period referred to in 2) above will be reduced so that Game 7 will begin no later than 4:00 p.m.

Note 4): Each scheduled playing day must be completed as in the schedule listed above, or Game 7 will not be played.

Note 5): If the time limits listed above are reached and the Game 7 score is tied, or if Game 7 is not played, both teams will be awarded semi-finals trophies and medallions. If Game 7 is started and at the end of the 5th inning the time limit is reached, the team leading the game at that point will be awarded the 3rd place trophy and medallions, and the trailing team would receive fourth place trophy and medallions.

Class 3A & 4A State Final Tournament Friday, June 8, 2012

Session 1 (Class 3A Semi-Finals)

Game 1—10:00 a.m.

Game 2—Noon (Approx.)

Session 2 (Class 4A Semi-Finals)

Game 3—3:00 p.m.

Game 4—5:00 p.m. (Approx.)

Saturday, June 9, 2012

Class 3A Finals Session

Game 5—9:00 a.m.—Loser Game 1 vs. Loser Game 2 (Consolation Game)

Game 6—The championship game will begin immediately after the conclusion of the third place game and awards. Winner Game 1 vs. Winner Game 2 (3A Championship)

Class 4A Final Session

Game 7—3:00 p.m.—Loser Game 3 vs. Loser of Game 4 (Consolation Game)

Game 8—The championship game will begin immediately after the conclusion of the third place game and awards. Winner Game 3 vs. Winner Game 4 (4A Championship)

On Saturday of the State Finals, in Game 7 (Third Place Game), no inning will begin after 4:30 p.m.

Note 1): Game 7 will be scheduled to start at 3:00 p.m. If the game cannot be started by 4:00 p.m., it will not be played.

Note 2): A 20-minute break is scheduled between Game 6 and 7. This means that Game 7 may not start at 3:00 p.m., but as soon after as possible.

Note 3): If Game 6 ends after 3:40 p.m. and before 4:00 p.m., the 20-minute period referred to in 2) above will be reduced so that Game 7 will begin no later than 4:00 p.m.

Note 4): Each scheduled playing day must be completed as in the schedule listed above, or Game 7 will not be played.

Note 5): If the time limits listed above are reached and the Game 7 score is tied, or if Game 7 is not played, both teams will be awarded semi-finals trophies and medallions. If Game 7 is started and at the end of the 5th inning the time limit is reached, the team leading the game at that point will be awarded the 3rd place trophy and medallions, and the trailing team would receive fourth place trophy and medallions.

VII. ADVANCEMENT OF WINNERS

A. The thirty-two (32) Regional champions shall advance to one of eight (8) Sectional tournaments.

B. The winners of the eight (8) Sectional tournaments shall be assigned to four (4) Super-Sectional games.

C. The winners of the four (4) Super-sectional games shall be entered in the State Final Tournament.

VIII. TOURNAMENT RULES

A. Determining Home Team: The home team in tournament games shall be determined according to the following procedure:

1) The highest seeded team in each Regional and Sectional round game shall be the home team and shall bat last. The Regional and/or Sectional Host management shall determine the team benches (dugout). If no sectional complex has been used in that sectional, home team will be determined by a flip of the coin with the bottom team in the bracket calling the flip.

2) In the Super-Sectional game, the team from the bottom bracket shall call the coin flip. The Super-Sectional host management shall determine the team benches (dugout).

3) In the state final tournament, at a meeting of the coaches of the teams participating in the state final tournament, home team privileges shall be determined by a coin flip. Home team privileges for all state final tournament games shall be determined at this meeting. The visiting team shall occupy the first base team bench (dugout) and the home team shall occupy the third base team bench (dugout). In the event the coach of the participating team(s) is not in attendance at this meeting, the state final manager shall conduct the appropriate coin flip(s) to determine home team for all state final tournament games.

B. Rules of Play: The current National Federation Rules Book is adopted as the official rules of play for the series of tournaments.

1) National Federation speed-up rules shall be used in each state series game.

2) Any game in the tournament series in which one team has a lead of ten (10) or more runs at the end of the fifth (5th) inning (at the end of 4 - innings if the team in the lead is at bat in the last half of the inning) or at the end of any inning thereafter, shall be terminated by the umpire.

3) The decisions of the game umpires are final in matters pertaining to the National Federation Baseball Rules. The IHSA Board of Directors will not review decisions of umpires, whether alleged errors are due to faulty judgment or misinterpretation of the rules.

C. Playing Regulations:

1) All tournaments will be conducted on a single elimination basis. Tournament games, including the final game in all the tournaments, will be scheduled for seven-innings.

2) A player may not pitch more than nine innings in any one day, except, if a pitcher is pitching in the game when the score is tied at the end of the regulation period of play, the pitcher shall be permitted to continue pitching until he is relieved or the conclusion of the game, whichever occurs first. Penalty for violation shall be forfeiture of the game.

a) If a pitcher pitches to one or more batters in an inning, he shall be charged with having pitched a full inning.

D. Postponement of Games:

1) If a game in any tournament must be postponed because of rain or wet grounds, or if a game is called by the umpires because of rain, darkness, or other reasons that are in accordance with the National Federation Baseball Rules, it is ruled a "suspended game and shall be continued from the point of suspension at a later time" unless provisions of Rule 4-2-3 have been met making it a regulation game. Any game that is not an official game will be considered a suspended game.

2) Postponed or called game(s) in opening round game(s) must be rescheduled for the next day, excluding Sundays.

3) If a coin toss has been made and the game does not begin and is rescheduled, the original coin toss shall stay in effect.

4) In all cases where postponements are necessary, tournament games must take precedence over all games.

5) It is recommended that no start or continuation of a suspended game shall begin later than 10:00 p.m.

6) The local manager will be in charge of all site assignments for the tournament, including postponed or called games.

7) The local manager shall keep the IHSA informed during bad weather situations.

E. Bad Weather Guidelines for Regional Play:

Should bad weather force a postponement or suspension of a game(s) the following guidelines shall be followed:

- 1) Games shall be played in bracket order.
- 2) Double-headers may be played if both coaches agree.
- 3) If both coaches do not agree then the game must be scheduled the following day, excluding Sundays.
- 4) All regional games must be completed before the Sectional games can begin.
- 5) It is recommended that no game start or continuation of a suspended game begin later than 10:00 p.m.
- 6) The local manager shall keep the IHSA informed during the bad weather.
- 7) In the event that the games cannot be completed then the highest seeded team remaining shall advance to the Sectional. The local manager should contact the IHSA prior to this determination.

F. Bad Weather Guidelines for Sectional Play:

- 1) Games shall be played in bracket order.
- 2) Double headers may be played if both coaches agree.
- 3) It is recommended that no game start or continuation of a suspended game begin later than 10:00 p.m.
- 4) The local manager shall keep the IHSA informed.
- 5) In the event that the Sectional game(s) cannot be completed, the highest seeded team remaining shall advance to the Super-sectional in sectional complexes. In sectionals that started with only regionals, a flip of the coin between the remaining schools would be conducted.

G. Bad Weather Guidelines for Sites at the Regional and Sectionals:

- 1) If play cannot continue at the predetermined site any playable site can be used to complete play.

H. Bad Weather Guidelines for Super-sectional Play:

- 1) Super-sectional games can be played up to the start of the first game at the state tournament.
- 2) It is recommended that no game start or continuation of a suspended game begin later than 10:00 p.m.
- 3) The local manager shall keep the IHSA informed.
- 4) In the event that the Super-sectional game cannot be completed, a coin toss will determine which team advances to the state tournament.

I. Guidelines for Play at the State Tournament in Case of Bad Weather:

- 1) The first priority is to crown a champion.
- 2) If the consolation game cannot be played, a tie will be awarded to both teams.
- 3) If the tournament can only be played on one day due to bad weather, then five inning games will be played and warm up time will be determined by the state final manager and the IHSA.
- 4) In the event of delays, the Championship game and the Consolation games may be reversed.

IX. TOURNAMENT POLICIES

A. Authority:

By authority of the IHSA Constitution and By-laws, the Board of Directors shall interpret and enforce the Terms and Conditions.

B. Players in Team Uniform:

In each of the tournaments, no school shall have in uniform more than twenty-two (22) players. Only those player(s) or coach(s) in uniform may serve as coaches at first and third base and participate in **pre-game activities** on the playing field or warm up pitchers.

C. Players Bench:

A maximum of thirty (30) individuals officially connected with the school shall be permitted to occupy the players' bench.

D. Baseballs:

The Baden Perfection 3B-PPRO is required to be used in all boys' state baseball tournament series games. There can be no substitution of a ball manufactured by another company.

- 1) Regional Sites: Each school hosting the regional semi-final and final games will be supplied with at least 1 dozen balls. Four new balls should be used in each game. Disposition of the balls at the end of the tournament is at the discretion of the host. If additional balls are needed, it is the responsibility of the host school to provide them.

- 2) Sectional Sites: Each school hosting the semifinals and championship game will be supplied with a dozen balls. Four new balls should be used in each game. Disposition of the balls at the end of the tournament is at the discretion of the host. If additional balls are needed, it is the responsibility of the host school to provide them.

- 3) Super-Sectional: Each venue hosting a Super-sectional game will be supplied with 1 dozen balls. Disposition of the balls at the end of the game is at the discretion of the host. If additional balls are needed, it is the responsibility of the host school to provide them.

E. Conduct of Coaches and Players:

- 1) A coach, player or other person officially connected with the team shall not be permitted to smoke, or chew tobacco on the

bench or playing field either during practice or while a game is in progress.

- 2) No coach or other school official shall during the progress of the game, be allowed on the field of play except by permission of the game umpires.

- 3) Except for the coaches or eligible players who may be serving as coaches at first and third base, and players legally in the "on-deck" circle, all other coaches, managers, substitutes and players waiting their turn at bat shall remain on the player's bench. Umpires will be instructed to enforce this rule vigorously.

- 4) The captain and the head coach shall be the official spokesmen and the sole representative of their team in all communications with the umpires.

- 5) Abusive remarks to game umpires by coaches or players shall be regarded as unsportsmanlike conduct and shall be punishable under the provisions of By-Law 2.010.

F. Signs and Banners:

The display of signs, banners, placards or similar items at IHSA State series events is permitted, provided:

- 1) they are in good taste and reflect good sportsmanship in their message and use;
- 2) they reflect identification and encouragement to participants and their school/community;
- 3) they are not displayed on the field of play or in a manner, which interferes with play;
- 4) they do not obstruct the view of participants or spectators; and
- 5) they are not safety hazards.

G. 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.

H. Media Requirements:

- 1) Provide Space:
Space shall be set aside to provide for news media representatives covering the state series whether they are 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 radio broadcasts, which will be processed according to the IHSA Broadcast Policy. It is the responsibility of the Local Manager to direct requests to televise play-by-play of a game to the IHSA Office, which will be processed according to the IHSA Television Policy.

- a) Television rights fees for all levels of competition shall be paid to the IHSA Office 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 State Final). Local Managers shall permit radio play-by-play originations of the competition.

c) Television stations or cable systems 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 levels in this state series, shall not be given credentials nor allowed access to the facility to originate.

3) Required Reports:

Reporting information to the news media and/or the IHSA Office, including ScoreZone information for the www.ihsa.org, as stipulated in instructions to local Managers, shall be the responsibility of each Local Manager and is required.

I. Facilities:

In the Regional, Sectional, Super-Sectional and State Final tournament, the hosting schools shall not make the facilities available to the incoming teams for practice, other than customary scheduled batting practice and infield just prior to game time.

J. 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 a contest is in progress.

K. 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.

L. 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 enforce-

ment officials will be called as warranted. No ticket refunds will be granted in such cases.

M. Prayer at IHSA State Series Contests:

Prayer at an IHSA state series contest that takes place over the public address system is **prohibited**.

N. State Series Expenses:

1) Each school participating in the tournament series will be responsible to pay any and all expenses related to the team at the regional, sectional level and super-sectional levels.

2) In the State Final Tournament, the teams participating in the tournament shall be reimbursed in accordance with the following:

Round Trip Mileage to State Final Site	Flat Rate Reimbursement	Mileage
0-150 miles	\$500.00	\$2.00/mile
151-300 miles	\$1,000.00	\$2.00/mile
301-over miles	\$1,500.00	\$2.00/mile

3) Neither the State Association nor the tournament management will assume responsibility for unusual or extraordinary expenses. Individual schools entering the tournament series must be ready themselves to assume responsibility for unusual expenses due to accident, inclement weather, fire, theft or any other extraordinary cause.

X. AWARDS

1) Team awards will be provided by the IHSA for the winning team at each Regional Tournament.

2) Team awards will be provided by the IHSA for the winning team at each Sectional Tournament.

3) Team awards will be provided by the IHSA for the winning team at each Super-Sectional Tournament.

4) Team awards and thirty (30) individual medallions will be presented to the first, second, third, and fourth place teams at the State Final.

In addition, trophies will be awarded to the first, second, third and fourth place teams at the state final tournament.

XI. OFFICIALS

A. General

Umpires for all tournaments must be licensed by the IHSA.

B. Regional Assignments

Umpires (two per game) for all Regional games shall be appointed by the IHSA Office. If a regional game is postponed due to inclement weather, every effort will be made to use the same umpiring crew. If an umpire(s) is unavailable on the rescheduled date, the local manager will appoint a replacement in conjunc-

tion with the IHSA Office. Coaches of participating schools and registered officials will have an opportunity to assist the IHSA Office in ranking officials who are being considered for this assignment. The hosting school may use a third umpire at their own expense. The host school must notify the IHSA and a third licensed official will be appointed. Each official will be paid a fee of \$53.50 per game.

C. Sectional Assignments

Umpires (three per game) for the Sectional games will be assigned by the IHSA Office. If a Sectional game is postponed due to inclement weather, every effort will be made to use the same umpiring crew. If an umpire(s) is unavailable on the rescheduled date, the IHSA Office will appoint the replacement umpire(s) in conjunction with the local manager. Coaches of participating schools and registered officials will have an opportunity to assist the IHSA Office in ranking officials who are being considered for this assignment. Each official will be paid a fee of \$66.50 per game.

D. Super-Sectional Assignments

Umpires (three per game) for the Super-sectional games will be assigned by the IHSA Office. If a Sectional game is postponed due to inclement weather, every effort will be made to use the same umpiring crew. If an umpire(s) is unavailable on the rescheduled date, the IHSA Office will appoint the replacement umpire(s) in conjunction with the local manager. Coaches of participating schools and registered officials will have an opportunity to assist the IHSA Office in ranking officials who are being considered for this assignment. Each official will be paid a fee of \$90.50 per game.

E. State Final Assignments

Umpires for the State Final Tournaments will be assigned by the IHSA Office. Coaches of participating schools and registered officials will have an opportunity to assist the IHSA Office in ranking officials who are being considered for this assignment. Each official will be paid a \$476.00 flat fee and Head Official \$125 per day plus up to three nights lodging at a hotel designated by the IHSA Administrator and 30 cents per mile for each mile over 70 miles for one round trip.

F. Mileage Policy

In the state series, to assist officials for out-of-pocket expenses, a voucher system will be used to compensate officials when they actually drive in excess of 70 miles round trip per contest. Payment will be made through the IHSA Office, after completion of the tournament series, at a rate of thirty cents per mile for all mileage in excess of 70 miles round trip. No compensation will be permitted for trips of less than 70 miles round trip.



2011-12 Girls Softball Series Terms and Conditions

In accordance with Section 1.450 of the IHSA Constitution, the Board of Directors has approved the Terms and Conditions governing the 2011-12 IHSA Class 1A, 2A, 3A, and 4A Girls Softball Tournament Series.

I. SCHOOL CLASSIFICATION

Competition in the IHSA Girls Softball 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.

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 four-class system shall be classified as follows:

1. Schools with enrollments of 321 and below will be Class 1A.

2. Schools with enrollments of 322-743 will be Class 2A.

3. Schools with enrollments of 744-1697 will be Class 3A.

4. Schools with enrollments of 1698-above will be Class 4A.

II. DATES AND SITES

A. Class 1A/ 2A: In the Sectional Complex, Regional play shall begin on Monday, May 14, 2012. All play will follow the schedule below, as determined by the number of teams in a respective bracket.

***Regional Quarterfinals:** Monday, May 14, 2012

***These games will be played at the site of the highest seed.**

Regional Semifinals: Tuesday, May 15, and Wednesday, May 16, 2012

***Regional Semifinal and Final will be played at the Regional host site.**

***Regional Finals:** Saturday, May 19, 2012

The Sectional semifinal games may be played on Wednesday, May 23 and Thursday, May 24. The Sectional Final (Championship) shall be played on Saturday, May 26. The Super-Sectional games shall be played on Monday, May 28. **(The Memorial Day holiday is scheduled as a day of state tournament competition.)**

Sites for Regional, Sectional, and Super-Sectional games shall be announced on the IHSA web site.

The Class 1A/2A Girls Softball State Final tournament will be held on Friday, June 1, and Saturday, June 2, 2012 at the EastSide Centre, East Peoria, Illinois. Tournament manager will be named at a later date.

B. Class 3A/4A – Regional play shall begin on Monday, May 21, 2012. All play will follow the schedule below, as determined by the number of teams in a respective bracket.

Regional Quarterfinals: Monday, May 21, 2012

***These games will be played at the site of the highest seed.**

Regional Semifinals: Tuesday, May 22, and Wednesday May 23, 2012

Regional Semifinal and Final will be played at the Regional host site.

***Regional Finals:** Saturday, May 26, 2012

***Note:** When the Memorial Day holiday interrupts the Regional tournament, play shall be required on the holiday.

The Sectional semifinal games may be played on Wednesday, May 30 and Thursday, May 31. The Sectional Final (Championship) shall be played on Saturday, June 2. The Super-Sectional games shall be played on Monday, June 4.

Sites for Regional, Sectional, and Super-Sectional games shall be announced on the IHSA web site.

The Class 3A/4A Girls Softball State Final tournament will be held on Friday, June 8, and Saturday, June 9 at the EastSide Centre, East Peoria, Illinois. The tournament manager will be named at a later date.

III. ON-LINE ENTRIES, WITHDRAWAL PROCEDURES, ELIGIBILITY, AFFIRMATIVE ACTION

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 **2011-12 Entry Policies and Procedures**.

A. On-line Entries

All member schools must enter their school into the state series competition through the IHSA School Center on the IHSA Website at www.ihsa.org. The deadline for entry is February 1, 2012. **The 2011-12 Entry Policies and Procedures outlining the online entry procedures for all IHSA-sponsored tournaments can be found in the Schools Center on the IHSA website.**

B. Late Entries:

Any attempt to enter a sport or activity online 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 notify the IHSA Office, in writing, of the school's withdrawal from the respective sport prior to the seeding meeting date and/or the date the List of Participants is due for that sport.

If a school withdraws after the seeding meeting date/List of Participants due date but before the first competition, the school will be charged a \$100 penalty and, if applicable, the cost of game officials and the host school guarantee provided for in the Terms & Conditions.

If a school does not officially withdraw prior to the first competition and/or does not show up for competition, the school will be charged a \$100 penalty, the cost of game officials and the host school guarantee according to the Terms & Conditions for the respective sport.

D. Eligibility

All member schools in good standing may enter one team under the provisions of IHSA By-law 3.054.

E. Affirmative Action

Only girls shall be permitted to participate in the state series except as provided in the IHSA Affirmative Action Policy.

IV. HOST FINANCIAL ARRANGEMENTS

A. All Quarterfinal Regional games (1A/2A and 3A/4A) are financially independent from the IHSA. All local expenses, including the cost of the officials, will be paid by the host school. If admission is charged, the host school will receive 100 percent of the gate receipts. The IHSA will reimburse the school for the cost of the game officials. **In the Semifinal and Final Regional games**, the host school shall pay for all local expenses and issue checks to game officials from money generated by gate receipts. The host school shall receive a guarantee of \$550.00 and shall be reimbursed the cost of officials. The host school shall retain 20% of net income and submit remainder to the IHSA. In the event of a negative balance, the host school shall be reimbursed for the entire deficit. If admission is not charged, the host school shall forfeit the guarantee.

B. In the Sectional tournament, the host school shall pay for all local expenses and issue checks to game officials from money generated by gate receipts. Each host school shall receive a host guarantee of \$560.00 and shall be reimbursed the cost of officials. The host school shall retain 20% of net income and submit remainder to the IHSA. In the event of a negative balance, the host school shall be reimbursed for the entire deficit. If admission is not charged, the host school shall forfeit the guarantee.

C. In the Super-Sectional tournament, the host school shall pay for all local expenses and issue checks to game officials from money generated by gate receipts. Each host school shall receive a guarantee of \$200.00 and shall be reimbursed the cost of officials. The host school shall retain 20% of net income and submit remainder to the IHSA. In the event of a negative balance, the host school shall be reimbursed for the entire deficit. If admission is not charged, the host school shall forfeit the guarantee.

D. Admission Prices (1A/2A and 3A/4A):

1. **Regional — \$4.00 per session (if admission is charged)**
2. Sectional — \$5.00 per session
3. Super-Sectional — \$5.00 per session
4. State Final — \$6.00 per session
5. **Baby in Arms** Free Admission to all tournament levels of competition

Note: Season Ticket Prices for Regional/Sectional Tournaments: Local managers of Regional and/or Sectional tournaments

in which two (2) or more sessions are conducted may sell season tickets along with session tickets. In the event a manager exercises this option, the season ticket price will be the session ticket price times the number of sessions.

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 section of the current IHSA Handbook with Illustrations
2. Radio Rights Fees to be charged by Local Managers and/or the IHSA are contained in the IHSA Broadcast Policy section of the current IHSA Handbook with Illustrations.
3. Policy regarding the softball state series media requirements for each Local Manager is contained in these Terms and Conditions.

V. TOURNAMENT ASSIGNMENTS AND SEEDING MEETINGS

A. Class 1A and Class 2A: In Class 1A and 2A, all state tournament series will begin in Regionals. Regionals will be used for all 1A and 2A assignments. Geography will be the factor used in the assignments. Regionals will seed with a 1 vs. 4, 2 vs. 3 concept.

B. Class 3A and 4A Chicago Suburban Area: In Class 3A and 4A, all state series tournaments in the Chicago suburban area will begin with a sectional complex. The sectional complex will utilize true seeds unless conflicts arise from the seeds of the pre-determined hosts.

C. Class 3A and 4A Outside the Chicago Suburban Area: In Class 3A and 4A, all state series tournaments outside of the Chicago suburban area will begin with traditional geographic regionals. Generally, the Chicago suburban area will be defined as the following counties – Cook, Northern Will, DuPage, Kane, and Lake. By Policy, in sectionals that have a large geographic representation, a designated pairing may be used to reduce travel in that sectional.

D. Tournament Series: The successive tournament series shall be designated respectively as regional, sectional, super-sectional and state final. The IHSA Office will select all regional, sectional and super-sectional host sites. All schools including the Chicago Public Schools entered in the state series will be assigned to a regional, or sectional complex based on geography.

E. Seeding and Pairings: The seeding shall be done on Tuesday, May 1, 2012 for Class 1A & 2A and on Tuesday, May 8, 2012 for Class 3A & 4A. The seeding will be done online in the

Schools Center by all coaches. All coaches will be required to fill out the online data form which contains information about their team. Information on all schools in your tournament will be available for each coach to review prior to making their seeds online. Pairings will be released on the IHSA website. Pairings for the first round of games of the State Final Tournament(s) will be made by chance drawings at the Spring Sports Drawing. It is the responsibility of each competing school entered in the state series to complete the IHSA Season Summary Sheet prior to the seeding of schools. The school must complete their school form online in their Schools Center no later than 8:00 a.m. on the day that the online seeding is conducted. Non-compliance may result in IHSA review and possible sanctions imposed upon the school.

VI. TOURNAMENT STRUCTURE AND TIME SCHEDULES

A. Time Schedule:

1. Local managers will not be permitted to change the order in which games are played unless given permission by the IHSA Office. Regional or Sectional managers, upon consultation with the IHSA Office, may alter the playing schedule to accommodate the regularly scheduled graduation ceremonies of a competing school.

2. **Starting times for regional quarterfinal games will be 4:30 p.m., unless the contest host has requested, and been approved for, a different start time from the IHSA Office.** Starting times for all games will be announced by the local manager, but in the Regional, Sectional and Super-sectional tournaments, games should not be played during school hours. The following starting times are recommended to the host schools: 4:30 p.m. for afternoon games, 7:00 p.m. for night games, and 11:00 a.m. for Saturday games.

3. If a Regional or Sectional host has the facilities, they may request to host the Regional or Sectional semifinals in a single session. The request must be made in advance of the start of the state series to the IHSA. If approved, the double-header must be played on the first scheduled day of semifinal play in the respective tournament.

4. Starting times for any State Series contests that fall on Memorial Day will be 11 a.m., unless the contest host has requested, and been approved for, a different start time from the IHSA Office.

5. All state final contests will be played on Field #2 at EastSide Centre, unless conditions dictate moving a contest(s) to a different field, using the following time schedule:

Friday	Session 1	Game 1	9:30 a.m.
		Game 2	12:00 p.m. (approx.)
	Session 2	Game 3	2:30 p.m.
		Game 4	5:00 p.m. (approx.)
Saturday	Session 3	Game 5	9:30 a.m. (3rd place game)
		Game 6	Championship game will begin immediately after conclusion of Game 5 and awards
	Session 4	Game 7	2:30 p.m. (3rd place game)
		Game 8	Championship game will begin immediately after conclusion of Game 7 and awards

Note: At the discretion of the Tournament Manager and IHSA Softball Administrator, games on either day may be played simultaneously in an effort to ensure that the tournament is completed. The teams from the top bracket will play on Field #2 and the teams from the bottom bracket will play on Field #3. Please remind your fans to check the IHSA web site for up-to-date game information, if inclement weather exists.

VII. ADVANCEMENT OF WINNERS

The thirty-two (32) Regional champions shall advance to one of eight (8) Sectional tournaments.

The winners of the eight (8) Sectional tournaments shall be assigned to four (4) Super-Sectional games.

The winners of the four (4) Super-sectional games shall be entered in the State Final Tournament.

VIII. TOURNAMENT RULES

A. Determining Home Team: The home team in tournament games shall be determined according to the following procedure:

1. In all Regional games, the highest seeded team is the home team. The Regional host school local management shall determine the team benches (dugout).

2. In Sectionals that feed from Regionals, the home team in each Sectional semifinal contest and the Sectional final game will be determined by a coin flip, which will be called by the team from the bottom of the bracket. The Sectional host school/local management shall determine the team benches (dugout).

3. In Sectional complexes, the home team in each Sectional semifinal contest and the Sectional final game will be determined by the highest seed. The Sectional host school/local management shall determine the team benches (dugout).

4. In Super-Sectional games, the home team in each contest will be determined by a coin flip, which will be called by the team from the bottom of the bracket. The host school/local management shall determine the team benches (dugout).

5. In the State Final tournament, at a meeting of the coaches of the teams participating in the State Final tournament, home team privileges shall be determined by a coin flip. Home team privileges for all State Final tournament games shall be determined at this meeting. The visiting team shall occupy the first base team bench (dugout) and the home team shall occupy the third base team bench (dugout). In the event the coach of the participating team(s) is not in attendance at this meeting, the State Final manager shall conduct the appropriate coin flip(s) to determine home team for all State Final tournament games. The team from the bottom of the bracket shall call the coin toss.

B. Rules of Play:

1. The current edition of Official Softball Rules of the National Federation for 12-inch Fast Pitch are adopted as the official rules of play for the state series tournaments unless otherwise specifically indicated in these Terms and Conditions or in printed instructions.

2. The host school for all tournament games shall provide the official scorekeeper.

3. The decisions of the game umpires are final. The IHSA Board of Directors will not review decisions of umpires whether alleged errors are due to faulty judgment or misinterpretation of rules.

C. Playing Regulations:

1. All Tournaments will be conducted on a single elimination basis.

2. Tournament games will be seven innings except games in which one team has a lead of ten or more runs at the end of the fifth inning (at the end of 4 -1/2 innings if the team in the lead is at bat in the last half of the inning) or at the end of any inning thereafter shall be terminated by the umpire.

D. Postponement of Games:

1. If a game in any tournament must be postponed because of rain or wet grounds, or if a game is called by the umpires because of rain, darkness, or other reasons that are in accordance with the National Federation Softball Rules, it is ruled a "suspended game and shall be continued from the point of suspension at a later time" unless provisions of Rule 4-2-3 have been met making it a regulation game. Any game that is not an official game will be considered a suspended game.

2. Postponed or called game(s) in opening round game(s) must be rescheduled for the next day, excluding Sundays.

3. If a coin toss has been made and the game does not begin and is rescheduled, the original coin toss shall stay in effect.

4. In all cases where postponements are necessary, tournament games must take precedence over all games.

5. It is recommended that no start or continuation of a suspended game will begin later than 10:00 p.m.

6. The local manager will be in charge of all site assignments for the tournament, including postponed or called games.

7. The local manager shall keep the IHSA informed during bad weather situations.

E. Suspended Game:

1. If a game is called with the score tied after enough innings have been played to make it a regulation game as provided in Rule 4-2-3, it shall be considered a "suspended game and shall be continued from the point of suspension at a later time." Play shall be resumed the following day at the exact point where the game was terminated.

2. Suspended game(s) in opening round game(s) must be rescheduled for the next day, excluding Sundays.

3. If a coin toss has been made and the game does not begin and is rescheduled, the original coin toss shall stay in effect.

4. Suspended tournament games will take precedence over all other games.

5. It is recommended that no start or continuation of a suspended game shall begin later than 10:00 p.m.

6. The local manager will be in charge of all site assignments for the tournament, including suspended games.

F. Bad Weather Guidelines for Regional Play:

Should bad weather force a postponement or suspension of a game(s) the following guidelines shall control:

1. Games shall be played in bracket order.

2. Double-headers may be played if both coaches agree.

3. If both coaches do not agree then the game must be scheduled the following day, excluding Sundays.

4. All regional games must be completed before the Sectional games can begin.

5. It is recommended that no start or continuation of a suspended game will begin later than 10:00 p.m.

6. The local manager shall keep the IHSA informed during the bad weather.

7. In the event that the games cannot be completed then the highest seeded team remaining shall advance to the Sectional. The local manager should contact the IHSA prior to this determination.

G. Bad Weather Guidelines for Sectional Play:

1. Games shall be played in bracket order.

2. Double headers may be played if both coaches agree.

3. It is recommended that no start or continuation of a suspended game will begin no later than 10:00 p.m.

4. The local manager shall keep the IHSA informed.

5. In the event that the Sectional game(s) cannot be completed, the highest seeded team remaining shall advance to the Super-Sectional.

H. Bad Weather Guidelines for Sites at the Regionals and Sectionals:

1. If play cannot continue at the pre-determined site any playable site can be used to complete play.

I. Bad Weather Guidelines for Super-Sectional Play:

1. Super-sectional games can be played up to the start of the first game at the state tournament.

2. It is recommended that no start or continuation of a suspended game will begin no later than 10:00 p.m.

3. The local manager shall keep the IHSA informed.

4. In the event that the Super-sectional game cannot be completed, one coin toss will determine which team advances to the state tournament.

J. Guidelines for Play at the State Final in Case of Bad Weather

1. The first priority is to crown a champion.

2. If the consolation game cannot be played, a tie will be awarded to both teams.

3. If the tournament can only be played on one day due to bad weather, then five inning games will be played and warm up time will be determined by the state final manager and the IHSA.

4. In the event of delays, the Championship game and the Consolation games may be reversed.

IX. TOURNAMENT POLICIES

A. State Final Passes:

For the State Final Tournament games, each Super-Sectional winner will receive:

1. thirty-one (31) passes for its players and other team personnel

2. one (1) state final event pass to properly licensed medical personnel for each team participating in the state final. The pass would be available for either a licensed (i.e., certified) athletic trainer or team physician. This individual must be listed on the school's Team Data Form.

B. Signs and Banners:

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

1. they are in good taste and reflect good sportsmanship in their message and use;

2. they reflect identification and encouragement to participants and their school/community;

3. they are not displayed on the field of play or in a manner which interferes with play;

4. they do not obstruct the view of participants or spectators; and

5. they are not safety hazards.

C. Damage to Property and 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.

D. Practice Facilities:

In the Regional, Sectional, Super-Sectional and State Final Tournament, the hosting schools shall not make the facilities available to the incoming teams for practice, other than customary scheduled batting practice and infield prior to the start of the game.

E. Media Requirements:

1. Provide Space:

Space shall be set aside to provide for news media representatives covering the state series whether they are 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 radio broadcasts, which will be processed according to the IHSA Broadcast Policy. It is the responsibility of the Local Manager to direct requests to televise play-by-play of a game to the IHSA Office, which will be processed according to the IHSA Television 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 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) Required Reports:

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.

F. Videotaping:

Videotaping will be allowed provided the local manager has a comparable area for both competing schools to videotape. When one school requests the video space, then the local manager shall provide similar space to both competing schools. Non competing schools and spectators will be allowed to videotape games in the stands, provided they do not obstruct the view of participants and spectators.

G. 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 a contest is in progress.

H. 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.

I. 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. No ticket refunds will be granted in such cases.

J. Prayer at IHSA State Series Contests:

Prayer at an IHSA state series contest that takes place over the public address system is prohibited.

K. State Final Team Reimbursements:

1. Each school participating in the tournament series will be responsible to pay any and all expenses related to the team at the regional and sectional levels.

2. In the State Final Tournament, the teams participating in the tournament shall be reimbursed in accordance with the following:

Round Trip

Mileage to State Final Site	Flat Rate Reimbursement	Mileage
0-150 miles	\$500.00	\$2.00/mile
151-300 miles	\$1,000.00	\$2.00/mile
301-over miles	\$1,500.00	\$2.00/mile

3. Neither the State Association nor the tournament management will assume responsibility for unusual or extraordinary expenses. Individual schools entering the tournaments must be ready themselves to assume responsibility for unusual expenses due to accident, inclement weather, fire, theft or any other extraordinary cause.

L. Failure to Appear:

All teams entered in the tournament are expected to participate. The original entry is a final entry. Failure to appear for scheduled games unless satisfactory arrangements are made with the local manager in advance of the game will be regarded as a breach of contract and schools that are guilty of such violation will be subject to penalty under the provisions of Bylaw 6.041.

M. Players in Team Uniforms:

In each of the tournaments, no school shall have in uniform more than twenty-two (22) players. Only those eligible player(s) or coaches may serve as coaches at first and third base.

N. Softballs:

The Baden PERFECTION 2BSFPCY (Cork core) or LEXUM 2BSFPCY (Cork core) ball is required to be used in all girls state softball tournament series games. There can be no substitution of a ball manufactured by another company.

Regional Sites: Each school hosting regional games will be supplied with a dozen balls. Four new balls should be used in each game. Disposition of the balls at the end of the tournament is at the discretion of the host. If additional balls are needed, it is the responsibility of the host school to provide them.

Sectional Sites: Each school hosting the semifinals and championship game will be supplied with a dozen balls. Four new balls should be used in each game. Disposition of the balls at the end of the tournament is at the discretion of the host. If additional balls are needed, it is the responsibility of the host school to provide them.

Super-Sectional Sites: Each super-sectional site will be supplied with a half-dozen (6) balls. Disposition of the balls at the end of the tournament is at the discretion of the host.

O. Players Bench:

A maximum of 31 individuals officially connected with the school shall be permitted to occupy the players' bench.

P. Conduct of Coaches and Players:

1. No coach, player or other person officially connected with the team shall be permitted to smoke or chew tobacco on the bench or playing field either during practice or while a game is in progress.

2. No coach or other school official shall, during the progress of a game, be allowed on the field of play except by permission of the game umpires.

3. Except for those coaches or eligible players who may be serving as coaches at first or third base and players legally in the "on deck circle", all other coaches, managers, substitutes and players awaiting their turn at bat shall remain on the player's bench. Umpires will be instructed to enforce this rule.

4. The captain and the head coach shall be the official spokespersons and the sole representatives of their team in all communications with the umpires.

5. Abusive remarks to game umpires by coaches or players shall be regarded as unsportsmanlike conduct and shall be punishable under the provisions of By-Law 2.040.

X. AWARDS

A. Regional: A plaque will be awarded to the winner in each Regional

B. Sectional: A plaque will be awarded to the winner in each Sectional

C. Super-Sectional: A plaque will be awarded to the winner in each Super-Sectional.

D. State Final:

1. A trophy will be awarded to teams finishing first, second, third and fourth places in the State Final Tournament.

2. A total of thirty-one (31) medallions will be presented to the schools of the first four placing teams at the State Final Tournament. In addition, the superintendent, principal, the athletic director and a certified athletic trainer or team physician, provided one is listed on the school's State Final Program Information, will be presented with a medallion. No other trophies or awards of any kind may be presented in the tournament series. Only thirty-one (31) team/school representatives, the superintendent, principal, the athletic director and certified athletic trainer or team physician, may participate in the awards presentation.

These awards will be furnished by the State Association and are not an expense charge upon the individual tournament.

XI. OFFICIALS

A. Appointment and Fees:

Umpires for all tournaments must be licensed by the IHSA. Preference shall be given first to those umpires who have certified ratings, then to those who have recognized ratings.

1. Regional tournaments:

Umpires (two per game) for all Regional games shall be appointed by the IHSA

Office. If a regional game is postponed due to inclement weather, every effort will be made to use the same umpiring crew. If an umpire(s) is unavailable on the rescheduled date, the local manager will appoint a replacement in conjunction with the IHSA Office. Coaches of participating schools and certified officials will have an opportunity to assist the IHSA Office in ranking officials who are being considered for this assignment. Each official will receive a fee of \$53.50 per game.

2. Sectional tournaments:

Umpires (three per game) for the Sectional games will be assigned by the IHSA Office. If a Sectional game is postponed due to inclement weather, every effort will be made to use the same umpiring crew. If an umpire(s) is unavailable on the rescheduled date, the IHSA Office will appoint the replacement umpire(s) in conjunction with the local manager. Coaches of participating schools and registered officials will have an opportunity to assist the IHSA Office in ranking officials who are being considered for this assignment. Each official will receive a fee of \$66.50 per game.

3. Super-Sectional games:

Umpires (three per game) for the Super-Sectional games will be assigned by the IHSA Office. If a Super-sectional game is postponed due to inclement weather, every effort will be made to use the same umpiring crew. If an umpire(s) is unavailable on the rescheduled date, the IHSA Office will appoint the replacement umpire(s) in conjunction with the local manager. Coaches of participating schools and registered officials will have an opportunity to assist the IHSA Office in ranking officials who are being considered for this assignment. Each official will receive a fee of \$90.50.

4. State Final Tournaments:

Umpires for the Class A and Class AA State Final Tournaments will be assigned by the IHSA Office. Coaches of participating schools and registered officials will have an opportunity to assist the IHSA Office in ranking officials who are being considered for this assignment. Each official will receive a fee of \$476.00 flat fee and Head Official \$125 per day plus up to three nights lodging at a hotel designated by the IHSA Administrator.

B. Mileage Reimbursement Policy

In the state series, to assist officials for out-of-pocket expenses, a voucher system will be used to compensate officials when they actually drive in excess of 70 miles round trip per contest. Payment will be made through the IHSA Office, after completion of the tournament series, at a rate of thirty cents (\$.30) per mile for all mileage in excess of 70 miles round trip. No compensation will be permitted for trips of less than 70 miles round trip.

C. Smoke and Tobacco Policy

Umpires working tournament games shall not smoke or chew tobacco on the playing field or designated smoke free areas during practice or while a game is in progress.

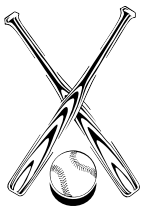
2011-12 BOYS BASEBALL/GIRLS SOFTBALL IMPORTANT DEADLINES AND STATE SERIES DATES

CLASS 1A & 2A BOYS BASEBALL & GIRLS SOFTBALL SCHEDULE

April 30 (Mon.) by 10:00am	Schools <u>complete online</u> <i>Season Summary Sheet</i> located in the school center
May 1 (Tues.) by 12:00 noon	Complete online seeding
May 4 (Fri.)	Boys Baseball/Girls Softball Class 1A & 2A Regional Pairing available online
May 14 (Mon.)	Girls Softball Class 1A & 2A Regional Quarterfinals
May 14-15 (Mon. - Tues.)	Boys Baseball Class 1A & 2A Regional Quarterfinals
May 15-16 (Tues. - Wed.)	Girls Softball Class 1A & 2A Regional Semifinals
May 16-17 (Wed. - Thurs.)	Boys Baseball Class 1A & 2A Regional Semifinals
May 19 (Sat.)	Boys Baseball and Girls Softball Class 1A & 2A Regional Finals
May 22(Tues.)	Class 1A & 2A Team Data Form due in IHSA office (<i>Complete and send online</i>)
May 22 (Tues.)	Class 1A & 2A Program Pictures due in IHSA office
May 23-24 (Wed. - Thurs.)	Class 1A & 2A Sectional Semifinals
May 26 (Sat.)	Class 1A & 2A Sectional Finals
May 28 (Mon.)	Class 1A & 2A Super-Sectionals
May 29 (Tues.)	Class 1A & 2A Up-to-date Statistics due in IHSA office (<i>Download, complete, and fax</i>)
June 1 (Fri.)	Class 1A & 2A State Final (Semifinal Games)
June 2 (Sat.)	Class 1A & 2A State Final (Consolation & Title Games)

CLASS 3A & 4A BOYS BASEBALL & GIRLS SOFTBALL SCHEDULE

May 7 (Mon.) by 10:00am	Schools <u>complete online</u> <i>Season Summary Sheet</i> located in the school center
May 8 (Tues.) by 12:00 noon	Complete online seeding
May 11 (Fri)	Boys Baseball/Girls Softball Class 3A & 4A Regional Pairing available online
May 21 (Mon.)	Girls Softball Class 3A & 4A Regional Quarterfinals
May 21-22 (Mon.-Tues.)	Boys Baseball Class 3A & 4A Regional Quarterfinals
May 22-23 (Tues. - Wed.)	Girls Softball Class 3A & 4A Regional Semifinals
May 23-24 (Wed.-Thurs.)	Boys Baseball Class 3A & 4A Regional Semifinals
May 26 (Sat.)	Boys Baseball & Girls Softball Class 3A & 4A Regional Finals
May 29 (Tues.)	Class 3A & 4A Team Data Form due in IHSA office (<i>Complete and send online</i>)
May 29 (Tues.)	Class 3A & 4A Program Pictures due in IHSA office
May 30-31 (Wed. - Thurs.)	Class 3A & 4A Sectional Semifinals
June 2 (Sat.)	Class 3A & 4A Sectional Finals
June 4 (Mon.)	Class 3A & 4A Super-Sectionals
June 5 (Tues.)	Class 3A & 4A Up-to-date Statistics due in IHSA office (<i>Download, complete, and fax</i>)
June 8 (Fri.)	Class 3A & 4A State Final (Semifinal Games)
June 9 (Sat.)	Class 3A & 4A State Final (Consolation & Title Games)



Boys Baseball • Girls Softball



This manual includes pertinent information related to this year's state baseball and softball series. There may be changes due to the new 4-class system. Please read the Terms and Conditions, which can be found on our website, to understand those changes.

School Manuals: The school manual will be posted online each year. Effective this year, no hard copies will be sent to participating schools. Schools will use the Boys Baseball or Girls Softball website to access general information and the IHSA Schools Center to manage the state series.

Managers Manual: Included on the website is a manual for managers. Please read the Boys Baseball / Girls Softball Terms and Conditions, which can be found on the IHSA website thoroughly.

Forms: All school and manager forms are included in the manual.

Season Summary Sheet: All coaches must fill out the Season Summary Form online in the Schools Center no later than 10:00 a.m. the Monday prior to the seed meeting (Classes 1A and 2A by April 30 and Classes 3A and 4A by May 7.) Non-compliance may result in IHSA review and possible sanctions imposed upon the school.

Seeding Meetings: There will be no seed meetings. Schools must complete the online seeding process in the Schools Center on May 7 for 1A and 2A and May 8 for 3A and 4A.

Regional Sites: Regional Preliminary and Quarterfinal games (if necessary) will be played at the site of the highest seeded team. Semi-Final and Final Games shall be played at the pre-determined regional host site.

Baden Balls: The IHSA will provide official Baden balls for each game.

Regional Winners: Schools winning their Regional are **required** to complete the on-line State Final Program Information. This will help us to achieve accuracy and timeliness of the information. Managers: Please remind your regional winners to complete the State Final Program Information.

Financial Information:

Regional games: The IHSA will assign a crew of two (2) umpires to each Regional site. The regional host site may request a third (3rd) umpire at their own expense. Each official will be paid a fee of \$53.50 per game. The host shall pay for all local expenses and issue checks to game officials.

Sectional games: The IHSA will assign a crew of three (3) umpires to each Sectional site. Each official will be paid a fee of \$66.50 per game. The host shall pay for all local expenses and issue checks to game officials.

Super-Sectional games: The IHSA will assign a crew of three (3) umpires to each Super-Sectional site. Each official will be paid a fee of \$90.50 per game. The host shall pay for all local expenses and issue checks to game officials.

State Final: Each official will be paid a flat fee of \$476.00 and Head Official \$125 per day plus up to three nights lodging at a hotel designated by the IHSA Administrator.

Officials Fee for Suspended or Postponed Contest:

Officials will receive the fees listed above except for the following conditions:

1. An official is notified before arriving at the site—No compensation.
2. An official arrives at the site and the contest is suspended/cancelled before it begins—A show up fee is provided to the officials, which is one half of the game fee.
3. Contest is started, and then is suspended until the next day—Official gets full fee for the started game and then a full fee for the completion of the game the next day.

Admission Prices:

The Board of Directors has established the following ticket prices for all Regional, Sectional, Super-Sectional, and State Final tournament games:

Regionals: \$4.00 per session

Sectionals: \$5.00 per session

Super-Sectionals: \$5.00 per session

State Final: \$6.00 per session

If you have questions concerning your tournament, please don't hesitate to call our office and speak with Craig Anderson (baseball) or Matt Troha (softball).

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 committee.
- 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.



IHSA State Series Press Box Priority List

IHSA State Series hosts that utilize a Press Box for its contests will need to follow the IHSA State Series Press Box Priority List Policy (Policy 37-C-1) for postseason contests, including football playoff games. Please note that this is a new procedure for the 2010-11 school term that was passed by the IHSA Board of Directors via a recommendation from the IHSA News Media Advisory Committee.

The order below is the preference that should be given when allowing entry and seating to the Press Box for IHSA postseason contests, including football playoff games:

IHSA Press Box Priority List

1. Official Timer
2. Scoreboard Operator
3. Public Address Announcer
4. Public Address Spotter
5. Official Scorer (if applicable)
6. Coaches
7. Home Radio (priority given to season-long coverage or # of games covered
2 individuals per station unless space allows for more)
8. Visitor Radio (priority given to season-long coverage or # of games covered)
2 individuals per station unless space allows for more)
9. Television/Internet Streaming (if approved by IHSA/host)
10. Other radio (2 individuals per station unless space allows for more)
11. Print Media
12. VIPs, fans, boosters, parents, etc.

** Schools may provide media of any kind who have covered their team for all contests throughout the season priority after Coaches (6) and ahead of Home Radio (7). In these instances, home and visiting radio must still be offered press box access, although they can then be limited to one member per station if space dictates.*

***Special areas adjacent or connected to the press box that have been built or functioned specifically as seating for booster clubs or other fans can continue to be used as such. An area in the working press box cannot be designated as a booster/fan area if all of the other members of the Press Box Priority List have not yet been accommodated.*

****The IHSA Press Box Priority List is not applicable for regular-season contests.*

Please contact IHSA Media Relations liaison Matt Troha (mailto:mtroha@ihsa.org) with any questions.

Boys Baseball/Girls Softball Managers Checklists

REGIONAL MANAGERS ONLY

1. As soon as possible after receiving the Regional Assignments, please contact all of the schools in your Regional. Information provided should include the following:
 - ___ Place and time of games.
 - ___ Directions to the game site.
 - ___ Remind coaches to review the Terms and Conditions.
 - ___ Softball Only: Remind coaches of the IHSA adoptions which apply also in the state series.
 - ___ Baseball Only: Remind coaches that the Speed-Up Rules apply in the state series, too.
 - ___ Contact Assigned Officials
2. Post-Game
 - ___ ScoreZone Report entered online on the IHSA website immediately following the game
 - ___ ScoreZone and other results faxed to local media
 - ___ Financial Report completed and sent to the IHSA Office
 - ___ Remind Regional Final Winner to enter their team data form information online on the IHSA website and email all photos to the IHSA Office immediately

SECTIONAL MANAGERS ONLY

1. Post-Game
 - ___ ScoreZone Report entered online on the IHSA website immediately following the game
 - ___ Requested results faxed to local media
 - ___ Financial Report completed and sent to the IHSA Office
 - ___ Remind Sectional Final Winner to enter their team data form information online on the IHSA website and e-mail all photos overnight to the IHSA Office immediately

SUPER-SECTIONAL MANAGERS ONLY

1. Post-Game
 - ___ Remind Super-Sectional Final Winner to fax Up-To-Date Stats to IHSA Office by 9:00 a.m. May 29 (Class 1A & 2A), June 5 (Class 3A & 4A)
 - ___ Financial Report completed and sent to the IHSA Office

ALL MANAGERS: REGIONAL—SECTIONAL—SUPER-SECTIONAL

1. Facilities
 - ___ Field (filled in, weeded, grass proper length, bases level)
 - ___ Fence (checked for holes through or under)
 - ___ Add bleachers, if needed
 - ___ Check light bulbs on scoreboard
 - ___ Check PA system for working condition
 - ___ Music for pre-game, between innings and between games
 - ___ Copy required PA Announcements from IHSA Office for local announcer (downloadable)
 - ___ Tape recorder or CD Player (for National Anthem and other uses)
 - ___ Clear parking area for event date
 - ___ Extra garbage cans around field for spectators
 - ___ Restroom Facilities
 - ___ Determine infield crew
 - ___ Press Coverage area set up
2. Sports Information
 - ___ Press Coverage Area
 - ___ Photographer Area and regulations
 - ___ Designated Media Area on Field (pre and post game use)
 - ___ Contact local Newspapers (pre-tournament publicity and coverage needs)
 - ___ Contact Schools
 - ___ Contact local radio and television stations (pre-tournament publicity and coverage needs)
 - ___ Collect team rosters, pictures and other pertinent information for programs
 - ___ Designate person responsible to enter ScoreZone Reports on IHSA website immediately after game.
3. Umpires
 - ___ Locker Room Area Assignments
 - ___ Schedule Assignments
 - ___ Payment
 - ___ Get phone numbers in case of rain
4. Concession Stand
 - ___ Coordinate Workers
 - ___ Menu
 - ___ Cash Box
 - ___ Garbage Cans

5. Signs
 - IHSA Signs (as required or provided)
 - Ticket Price Signs
 - Concession Signs
 - Team Seating Locations
 - Restroom Signs
 - Parking
6. Ticket Sales (sold through 4 1/2 innings)
 - Workers Hired
 - Cash Box with change
 - Set-up and take down schedule
7. Trainer
 - Pre-game Schedule
 - Phone Number of Hospital and Ambulance Service
 - Training Room Open and Location
 - Training Room Services
8. Other Workers
 - Supervisors
 - Scorer
 - Scoreboard Operator
 - Public Address Announcer
 - Music/DJ
 - Ball Shaggers
9. Other
 - Licensed Merchandise sales (see Royalty Policy in IHSA Official Handbook)
 - Direction of field and important phone number sent to competing schools
 - Get phone number, bus times, coaches names of competing schools in case of rain
 - Review Bad Weather Guidelines in Terms and Conditions
 - American Flag and Tape of National Anthem (unless it is to be played by the band)

GAME DAY

1. Field/Equipment
 - Line the Field
 - Rakes Available
 - Scoreboard turned on
 - Scoresheets and pencils available
 - PA System hooked up
 - Baden Game balls including extra
 - Wet rags for balls
 - Diamond Dry (or other)
 - Coin for flip
 - Raise American Flag
 - Tape or CD of National Anthem
2. Tournament Game Schedule
 - Game 1: Pre-Game Warm-up
 - Game 1: Time
 - Field Preparation Time
 - Game 2: Pre-Game Warm-up
 - Game 2: Time
3. Other
 - Washrooms available
 - Tables and chairs for ticket sellers
 - Concession area prepared
 - Water in dugouts
 - Water for Umpires
 - Terms and Conditions Available
 - NF Rule Book and IHSA State Adoption Rules

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Heat Stress and Athletic Participation

Practices are conducted in very hot and humid weather in many parts of the United States. There are no excuses for heat stroke deaths if the proper precautions are taken. During hot weather, the athlete is subject to the following:

The following is by Dr. Frederick O. Mueller, University of North Carolina

Heat Cramps - painful cramps involving abdominal muscles and extremities caused by intense, prolonged exercise in the heat and depletion of salt and water due to profuse sweating.

Heat Syncope - weakness, fatigue and fainting due to loss of salt and water in sweat and exercise in the heat. Predisposes to heatstroke.

Heat Exhaustion (Water Depletion) - excessive weight loss, reduced sweating, elevated skin and core body temperature, excessive thirst, weakness, headache and sometimes unconsciousness.

Heat Exhaustion (Salt Depletion) - exhaustion, nausea, vomiting, muscle cramps, and dizziness due to profuse sweating and inadequate replacement of body salts.

Heat Stroke - an acute medical emergency related to thermoregulatory failure. Associated with nausea, seizures, disorientation, and possible unconsciousness or coma. It may occur suddenly without being preceded by any other clinical signs. The individual is usually unconscious with a high body temperature and a hot dry skin (heat-stroke victims, contrary to popular belief, may sweat profusely).

It is believed that the above mentioned heat stress problems can be controlled provided certain precautions are taken. According to the American Academy of Pediatrics Committee on Sports Medicine, heat related illnesses are all preventable. (Sports Medicine: Health Care for Young Athletes, American Academy of Pediatrics, 1991). The following practices and precautions are recommended:

1. Each athlete should have a physical examination with a medical history when first entering a program and an annual health history update. History of previous heat illness and type of training activities before organized practice begins should be included. State High School Association's recommendations should be followed.
2. It is clear that top physical performance can only be achieved by an athlete who is in top physical condition. Lack of physical fitness impairs the performance of an athlete who participates in high temperatures. Coaches should know the **physical condition** of their athletes and set practice schedules accordingly.
3. Along with physical conditioning, the factor of acclimatization to heat is important. Acclimatization is the process of becoming adjusted to heat and it is essential to provide for **gradual acclimatization to hot weather**. It is necessary for an athlete to exercise in the heat if he/she is to become acclimatized to it. It is suggested that a graduated physical conditioning program be used and that 80% acclimatization can be expected to occur after the first 7-10 days. Final stages of acclimatization to heat are marked by increased sweating and reduced salt concentration in the sweat.
4. The old idea that water should be withheld from athletes during workouts **has no scientific foundation**. The most important safeguard to the health of the athlete is the replacement of water. Water must be on the field and readily available to the athletes at all times. It is recommended that a minimum of 10-minutes should be scheduled for a water break every half hour of heavy exercise in the heat. **Water should be available in unlimited quantities**. Check and be sure athletes are drinking the water. Cold water is preferable. Drinking ample water before practice or games has also been found to aid performance in the heat.
5. Salt should be replaced daily. Modest salting of foods after practice or games will accomplish this purpose. Salt tablets are not recommended. **Attention must be directed to replacing water - fluid replacement is essential**.
6. Cooling by evaporation is proportional to the area of the skin exposed. In extremely hot and humid weather reduce the amount of clothing covering the body as much as possible. **Never use rubberized clothing**.
7. Athletes should weigh each day before and after practice and **weight charts checked**. Generally a 3 percent weight loss through sweating is safe and over a 3 percent weight loss is in the danger zone. Over a 3 percent weight loss the athlete should not be allowed to practice in hot and humid conditions. Observe the athletes closely under all conditions. Do not allow athletes to practice until they have adequately replaced their weight.
8. Observe athletes carefully for signs of trouble, particularly athletes who lose significant weight and the eager athlete who constantly competes at his/her capacity. Some trouble signs are nausea, incoherence, fatigue, weakness, vomiting, cramps, weak rapid pulse, visual disturbance and unsteadiness.
9. Teams that encounter hot weather during the season through travel or following an unseasonably cool period should be physically fit but will not be environmentally fit. Coaches in this situation should follow the above recommendations and substitute more frequently during games.
10. Know what to do in case of an emergency and have your emergency plans written with copies to all your staff. Be familiar with immediate first aid practice and pre-arranged procedures for obtaining medical care, including ambulance service.

HEAT STROKE: THIS IS A MEDICAL EMERGENCY - DELAY COULD BE FATAL. Immediately cool body while waiting for transfer to a hospital. Remove clothing and place ice bags on the neck, in the axilla (armpit), and on the groin area. An increasing number of medical personnel are now using a treatment for heat illness that involves applying either alcohol or cool water to the victim's skin and vigorously fanning the body. The fanning causes evaporation and cooling. (Source - the First Aider - September 1987)

HEAT EXHAUSTION: OBTAIN MEDICAL CARE AT ONCE. Cool body as you would for heat stroke while waiting for transfer to hospital. Give fluids if athlete is able to swallow and is conscious.

SUMMARY: The main problem associated with exercising in the hot weather is water loss through sweating. Water loss is best replaced by allowing the athlete unrestricted access to water. Water breaks two or three times per hour are better than one break an hour. Probably the best method is to have water available at all times and to allow the athlete to drink water whenever he/she needs it. Never restrict the amount of water an athlete drinks, and be sure the athletes are drinking the water. The small amount of salt lost in sweat is adequately replaced by salting food at meals. Talk to your medical personnel concerning emergency treatment plans.

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.

• reproduced from NWS, Birmingham, AL

IHSA Severe Weather Safety Guidelines

To be used during any IHSA state series contest

When thunder is heard, or a cloud-to-ground lightning bolt is seen, the thunderstorm is close enough to strike your location with lightning. Take shelter immediately.

Lightning is one of the most consistent and underrated causes of weather-related deaths or injury in the United States. Nearly all lightning-related injuries occur between the months of May and September and between the hours of 10:00 a.m. and 7:00 p.m. Therefore, the greatest concern for injuries in an outdoor contest appears to be during that time, though it can happen any time of year.

It is essential that local managers, competing schools, and contest officials establish dialogue in advance of contests or events to ensure that all involved are aware of what the plan will be in determining whether or when to suspend play. Local managers are encouraged to share their plan with competing schools and assigned contest officials *prior to the start of the tournament/event*.

Advance Planning:

Local Managers should have a documented plan in place, designated people who are responsible for monitoring the weather and a qualified person (typically a trained manager and/or officials) to make the decision to suspend play. In state series competitions, the local tournament manager or official(s), if assigned, can make the decision to suspend play.

Monitoring Weather:

Local Managers during the contest should be aware of any potential thunderstorms that may form during the competition; if an evacuation is needed, managers should also know how long it would take teams to get to their safest location. Monitoring the weather with a weather alert radio, or with lightning detection systems, or any other available means, is recommended.

If competing schools have portable devices they will be bringing to a contest/event and/or have specific policy or directions from their administration that they must follow, the school must communicate those to the tournament manager. Tournament managers must know the policies of each school assigned to their tournament or event prior to its start.

Lightning Awareness

Generally speaking, it is felt that anytime a cloud-to-ground strike of lightning can be seen, or thunder heard, risk is already present. It is time to seek shelter.

Criteria for Suspending Play

If the local management does not have commercial weather warning equipment at the site or an efficient method of making an accurate, timely decision on location, listening for thunder is the best way to mitigate the danger. If thunder is heard, or lightning is seen hitting the ground, the thunderstorm is close enough to strike in your location. According to the National Weather Service, lightning can strike 10 miles away from the parent thunderstorm. When thunder roars, go indoors! It is important that local manager monitor not only how far away the lightning is but also how fast it is approaching. Thunderstorms can form and move quickly and danger can arrive quickly.

Either tournament/event management or assigned contest officials have the authority to suspend or cancel interscholastic contests. It is recommended that those groups work together in making such determination and use any and all available information in doing so. Participating schools with concerns at particular events should direct those to tournament/event management or assigned contest officials.

The following guidelines should be followed in determining when to suspend an event:

1. Anytime a cloud-to-ground strike of lightning can be seen, or thunder heard, risk is present, and a contest should be suspended. At that point, the 30 minute rule for resumption should go into effect.
NOTE: Due to the layout of some outdoor facilities, contest officials or tournament managers may not be able to see lightning actually "strike the ground." However, whenever lightning is seen moving out of clouds towards the ground, it can be assumed that the lightning is, in fact, striking the ground somewhere, and, as a result, the contest should be suspended.
2. If lightning or thunder is not present but the weather is starting to become ominous, tournament management and/or contest officials should use all available information to determine if and when a contest should be suspended. Care for both participants and spectators should be taken into account at this point. If in doubt, contest officials or tournament managers are encouraged to exercise caution and suspend play. At such a point, tournament officials should be ready to implement their emergency plans. However, competing schools who pull their teams or athletes off a field of competition prior to a contest or event's suspension do so at the risk of forfeiture or disqualification from the game or event.
3. Suspended contests or events should be resumed at a time when the weather and/or field conditions allow for resumption.

Evacuation Plan

Safe Areas: All personnel, athletes and spectators should be clearly informed of available safe structures or shelters in the event a thunderstorm approaches. A safe structure is any fully enclosed building frequently used by people. In absence of that – athletes and spectators should go to any vehicle with a hard metal roof. Roll up the windows and do not touch the sides of the vehicle. If no safe structure or vehicle is available, find a thick grove of small trees surrounded by taller trees or a dry ditch. Assume a crouched position on the ground with only the balls of your feet touching the ground. Wrap your arms around your knees and lower your head. Minimize contact to the ground since lightning often travels through the ground.

Avoid: Tall trees or objects like light poles or flagpoles, individual trees, standing pools of water and open fields. Also avoid being the highest object on the field. Do not take shelter under trees. Avoid bathrooms if another building is available, and do not use a land-line telephone. A cellular phone or portable phone is a safe alternative if in a secure shelter or vehicle.

Resuming Activity

The NSSL (National Severe Storms Laboratory) recommends that everyone should wait at least 30 minutes after the last flash of lightning or sound of thunder before returning to the field or activity.

ILLINOIS HIGH SCHOOL ASSOCIATION

2715 McGraw Drive • Bloomington, IL 61704

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

IHSA Protocol for Implementation of NFHS Sports Playing Rule for Concussions

“Any athlete who exhibits signs, symptoms, or behaviors consistent with a concussion (such as loss of consciousness, headache, dizziness, confusion, or balance problems) shall be immediately removed from the contest and shall not return to play until cleared by an appropriate health care professional.”

The above language, which first appeared in all National Federation sports rule books for the 2010-11 school term, reflects a strengthening of rules regarding the safety of athletes suspected of having a concussion, but not a revision in primary responsibilities in these areas. Previous rules required officials to remove any athlete from play who was “unconscious or apparently unconscious.” This revised language reflects an increasing focus on safety, given that the vast majority of concussions do not involve a loss of consciousness. However, the revised language does not create a duty that officials are expected to perform a medical diagnosis. The change in rule simply calls for officials to be cognizant of athletes who display signs, symptoms, or behaviors of a concussion from the lists below and remove them from play.

NOTE: The persons who should be alert for such signs, symptoms, or behaviors consistent with a concussion in an athlete include appropriate health-care professionals, coaches, officials, parents, teammates, and, if conscious, the athlete him/herself.

Definition of a Concussion

A concussion is a traumatic brain injury that interferes with normal brain function. An athlete does not have to lose consciousness (be “knocked out”) to have suffered a concussion.

Behavior or signs observed indicative of a possible concussion

- Loss of consciousness
- Appears dazed or stunned
- Appears confused
- Forgets plays
- Unsure of game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Shows behavior or personality changes
- Can’t recall events prior to or after the injury

Symptoms reported by a player indicative of a possible concussion

- Headache
- Nausea
- Balance problems or dizziness
- Double or fuzzy vision
- Sensitivity to light or noise
- Feeling sluggish
- Feeling foggy or groggy
- Concentration or memory problems
- Confusion

This protocol is intended to provide the mechanics to follow during the course of contests/matches/events when an athlete sustains an apparent concussion. For the purposes of this policy, appropriate health care professionals are defined as: physicians licensed to practice medicine in all its branches in Illinois and certified athletic trainers.

1. During the pre-game conference of coaches and officials, the official shall remind the head coaches that a school-approved appropriate health care professional will need to clear for return to play any athlete removed from a contest for an apparent head injury.
2. The officials will have no role in determining concussion other than the obvious situation where a player is unconscious or apparently unconscious as is provided for under the previous rule. Officials will merely point out to a coach that a player is apparently injured and advise the coach that the player should be examined by the school-approved health care provider.
3. If it is confirmed by the school’s approved health care professional that the student did not sustain a concussion, the head coach may so advise the officials during an appropriate stoppage of play and the athlete may re-enter competition pursuant to the contest rules.
4. Otherwise, if an athlete can not be cleared to return to play by a school-approved health care professional as defined in this protocol, that athlete may not be returned to competition that day and is then subject to the IHSA’s Return to Play (RTP) Policy before the student-athlete can return to practice or competition.
5. Following the contest, a Special Report shall be filed by the contest official(s) with the IHSA Office through the Officials Center.
6. In cases where an assigned IHSA state finals event medical professional is present, his/her decision to not allow an athlete to return to competition may not be over-ruled.

Additional information regarding concussion has been made available to IHSA member schools and licensed officials and can be accessed on the IHSA Sports Medicine website at <http://www.ihsa.org/Resources/SportsMedicine.aspx>.



Return to Play (RTP) Policy

Background: With the start of the 2010-11 school term, the National Federation of State High School Associations (NFHS) implemented a new national playing rule regarding potential head injuries. The rule requires “any player who exhibits signs, symptoms, or behaviors consistent with a concussion (such as loss of consciousness, headache, dizziness, confusion, or balance problems) shall be immediately removed from the game and shall not return to play until cleared by an appropriate health care professional.” In applying that rule in Illinois, it has been determined that only certified athletic trainers and physicians licensed to practice medicine in all its branches in Illinois can clear an athlete to return to play the day of a contest in which the athlete has been removed from the contest for a possible head injury.

Policy: In cases when an athlete is not cleared to return to play the same day as he/she is removed from a contest following a possible head injury (i.e., concussion), the athlete shall not return to play or practice until the athlete is evaluated by and receives written clearance from a licensed health care provider to return to play.

For the purposes of this policy, licensed health care providers consist of physicians licensed to practice medicine in all its branches in Illinois and certified athletic trainers working in conjunction with physicians licensed to practice medicine in all its branches in Illinois.

2011-12 Required Use of the Baden Baseball/Softball

The Baden ball is required to be used in all boys' state baseball and girls' softball tournament series games. There can be no substitution of a ball manufactured by another company, nor can you substitute a different legal Baden ball for this one, which incorporates the registered mark of the IHSA in its construction, until the designated supply has been exhausted. If your supply becomes exhausted, you must use the designated Wilson ball and obtain it locally.

The IHSA Official Ball Game Plan for boys' baseball and girls' softball is reproduced below.
If you have any questions regarding "official ball" use, please contact the IHSA Office.

Class 1A, 2A, 3A, 4A Boys' Baseball (Baden Perfection 3B-PPRO) **Class 1A, 2A, 3A, 4A Girls' Softball** (Baden LEXUM 2BSFPCY (Cork core))

- 1) **Semi-final and final Regional Sites:** Each school hosting will be supplied with at least a dozen balls. Four new balls should be used in each game. Disposition of the balls at the end of the tournament is at the discretion of the host.
- 2) **Sectional Sites:** Each school hosting will be supplied with a dozen balls. Four new balls should be used in each game. Disposition of the balls at the end of the tournament is at the discretion of the host.
- 3) **Super-Sectional Sites:** Each host site will be supplied up to a dozen balls. Disposition of the balls at the end of the tournament is at the discretion of the host.

Requirement for Baseball Bats

Any solid (one-piece) wood baseball bat
Any aluminum or composite BBCOR baseball bat

ASA – Approved Label Requirement on Softball Bats

Only softball bats, which bear the ASA-approved certification mark or ASA re-certification, and are not found on the ASA non-approved list, will be legal for competition.



ScoreZone Reporting Procedures for 2011-12

Managers: Please read the following page carefully. If you have any questions, please call Scott Johnson at the IHSA Office (309-663-6377).

How to Submit ScoreZone Final Scores

1. Log on to the IHSA Schools Center using your 4-digit school ID and password (www.ihsa.org).
2. Look for the "Tournament Management" chart. Click on the "ScoreZone" link. You will be shown a list of state series contests hosted by your school.
3. Find the game you want and click on "Edit".
4. Fill out the score and other appropriate information and click the button labeled "FINAL" to submit.

Please note: Your score must be submitted online. It will appear on the ScoreZone page moments after you submit it.

The screenshot shows the 'ScoreZone Report' interface. It has a header with 'Competing Teams', 'Score', 'Status', and 'Highlights'. Under 'Competing Teams', there are input fields for 'Greenville' and 'Columbia'. Next to them are 'Score' and 'Inning' dropdown menus. A note says '(if game is in progress)'. Below that is a timestamp 'Last updated at 7:04:12 pm'. There are two buttons: 'Score is NOT final' (green) and 'FINAL Score' (red). A note says 'Your update will appear in the IHSA ScoreZone area within 60 seconds.' The 'Highlights' section has a text area and a note: 'Include winning and losing pitcher and outstanding batting or pitching performances. Please give first name, last name, and school of each player mentioned.' Below that is another note: 'Your comments will be viewed by many people. Please keep them accurate and professional!' and a 'Flip the home and away teams' button. At the bottom, there is an 'Unusual Circumstances' section with radio buttons for '(none)', 'postponed', 'suspended', 'forfeited', 'rain delay', 'lightning delay', and 'other delay'. A text area is provided for explanation.

A sample of the page in the IHSA Schools Center where you will submit Baseball and Softball scores.

It is the responsibility of each tournament manager to:

- Submit the final score of each contest you host.
- Submit the final score as soon as possible after the conclusion of each contest.

For more information, check out the ScoreZone page at www.ihsa.org/scores

Interactive ScoreZone means live updates!

Submitting scores online means being able to submit scores during the contest. Imagine being able to track scores from dozens of hot games around the state — as they happen. The technology is here. All we need now is your help.

How to Submit "Live Updates"

1. Log on to the IHSA Schools Center and find the contest you want to report (as outlined above).
2. Submit the score and the status of the contest (the inning, or the time remaining in the quarter or the half).
3. Submit the score as often as you like (including, of course, the final score).

Think it's a great idea, but need help? Remember, you can give the ScoreZone password to a trusted student or adult. The ScoreZone password gives access only to the ScoreZone area of the Schools Center. Live updates can be posted from the site of the contest, or even from home while listening to the radio.

No obligation: You are not required to submit "live updates" — but you just might want to!



Awards Delivery Information

To Managers of All IHSA Tournaments:

In an effort to better serve our tournament sites and the suppliers of our awards, we would like to have you read this bulletin carefully and then do what you can to expedite the instructions:

1. Be advised that at **Regional and Sectional Tournaments**, medals and plaques may be shipped separately and may not arrive at your tournament site on the same day. Please open boxes immediately to check contents, as medals **CAN** be in plaque boxes. **NOTE:** There are no medals given at Regional and/or Sectional Levels in the team sports of baseball, basketball, competitive cheerleading, football, soccer, softball and volleyball, and in the activities of Drama/Group Interpretation and scholastic bowl.

Our awards supplier, A and M Products of Princeton, IL, often ships Regional and/or Sectional medals in the box with the plaque. **PLEASE CHECK THE PLAQUE BOXES CAREFULLY AND DO NOT DISCARD THEM UNTIL YOU HAVE DETERMINED THE MEDALS ARE NOT THERE!!**

At State Final Tournaments, medallions and trophies may be shipped separately and may not arrive at your tournament site on the same day. Please open boxes immediately to check contents, as medallions can be in trophy boxes.

2. Awards will be shipped to the school sites directly from A & M Products via United Parcel Service.
3. Please inform whoever receives your United Parcel deliveries to expect awards to arrive up to two weeks prior to the tournament, and ask them to deliver the packages directly to you when they arrive.
4. It is very likely that some awards (particularly trophies) will arrive in two or more boxes and will need to be assembled. **They may not arrive on the same day, but should be opened as they arrive.**
5. Please check all trophies, plaques, etc., to see that they are in good condition and not damaged in any way. You should note that they are engraved with the proper sport, tournament level, year, etc.

If, after doing all of this, a problem develops, please contact Cheryl Lowery at the IHSA office at (309) 663-6377.

Thank you very much for your cooperation.

Ron McGraw
Asst. Executive Director

Assembly Instructions for IHSA State Series Trophies

(please use caution when assembling the trophies)

Upon receipt of your Trophies and Awards, please inspect them immediately so replacements can be shipped to you, if you notice a damaged trophy or figurine. If replacements need to be issued, please contact A & M Products at the number below.

We recommend the following for attaching the figures to the IHSA State Trophy:

- Unwrap each figure. If there is a hex nut on the post of the figure remove it. It should not be needed.
- Lay the trophy on its back on a flat surface and remove the hex nut from the rods from underneath the trophy.
- Push the rod through the top of the trophy and remove the ferrule (the hollow threaded tube) from the rod and attach the ferrule to the threaded post of the figure. Screw the ferrule all the way up the threaded post of the figure.
- Screw the rod back onto the ferrule until it is tight.
- Place the rod, with the figure attached, back through the top of the base and through the holes in the bottom of the base.

IMPORTANT - please be careful that the figure(s) is not supporting the weight of the trophy. **Figures can be easily broken.**

DO NOT OVER TIGHTEN THE FIGURE ONTO THE BASE THIS CAUSES THE BOLT TO BE PULLED OUT FROM UNDERNEATH THE FIGURE

Please do not pick up and carry the trophy by the side figures.

The **CHAMPION** and **RUNNER-UP** trophy receive **three** of the bigger #1 figures.

The **THIRD PLACE** and **FOURTH PLACE** trophy receive **one** of the bigger #1 figures for the top. And the **two** smaller #2 figures are the side figures.

If you have any questions please call A & M Products, (815) 875-2667

2011-2012 IHSA Tournament Manager Duplicate Medal Order Form for Ties

Tournament Site: _____ **Level Of Competition:** ___ Regional ___ Sectional

Sport/Activity: _____ **Gender:** ___ Girls ___ Boys

Print Tournament Manager's Name: _____

Tournament Manager's Phone Number: _____

Classification: ___1A___ 2A ___ 3A ___ 4A ___5A ___6A ___7A ___8A ___Class A ___Class AA ___Unclassified

This form must be used and completed by the **Regional and/or Sectional Manager** to order duplicate medals for participants who earned them at the Regional or Sectional Tournament whose medal needs could not be fulfilled from existing tournament supplies. **Please return unused medals to A & M Products, 575 Elm Place, Princeton, IL 61356.**

Immediately following the **Regional and/or Sectional** tournament, please **fax this order form** to **A & M Products at (815) 879-0400**. The medals will be sent directly from A & M Products to the School listed. Tournament Managers must use this form to place orders. This form can be duplicated, if necessary.

***Event Name** ie-Pole Vault, Discus, Diving, 100-yd. Butterfly, Singles, Doubles, 102 lb., Speech: IE, etc.

◆ **Recipient Town/School (Must supply both):** _____
Name of Recipient: _____ **Place:** _____
I=Individual Medal/Event Name* _____

◆ **Recipient Town/School (Must supply both):** _____
Name of Recipient: _____ **Place:** _____
I=Individual Medal/Event Name* _____

◆ **Recipient Town/School (Must supply both):** _____
Name of Recipient: _____ **Place:** _____
I=Individual Medal/Event Name* _____

◆ **Recipient Town/School (Must supply both):** _____
Name of Recipient: _____ **Place:** _____
I=Individual Medal/Event Name* _____

◆ **Recipient Town/School (Must supply both):** _____
Name of Recipient: _____ **Place:** _____
I=Individual Medal/Event Name* _____



Required Public Address Announcements

The following announcements are required to be made over your public address system each day/night of competition in the state baseball/girls softball tournament series hosted by your school. Thank you.

(ANNOUNCE BEFORE THE START OF EACH GAME EACH SESSION)

Good people make good sports. Sport A Winning Attitude today. Welcome to today's/tonight's I-H-S-A Baseball/Softball tournament game. Sports A Winning Attitude by practicing Good Sportsmanship. Remember, Add A. Tude is for everyone.

(ANNOUNCE BEFORE THE START OF EACH GAME AND AT THE END OF EACH GAME)

Make plans today to bring the family to the:

(Announce the correct match-up)

- a) Class 1A & 2A Boys State Baseball Tournament at O'Brien Field in Peoria held June 1 and 2
- b) Class 1A & 2A Girls State Softball Tournament at EastSide Centre in East Peoria June 1 and 2
- c) Class 3A & 4A Boys State Baseball Tournament at Silver Cross Stadium in Joliet held June 8 and 9
- d) Class 3A & 4A Girls State Softball Tournament at EastSide Centre in East Peoria June 8 and 9

(Continue on with the following):

There will be four games each day. Semi-finals will be played each Friday with the consolation and championship games set for Saturday. You can just walk right up to the ticket window when you get there. We guarantee you'll have lots of fun at the old IHSA state final ball park.

(ANNOUNCE BEFORE THE START OF EACH GAME AND IN THE FOURTH INNING)

Baden Sports, Inc. is making a major commitment to the schools of the I-H-S-A, and the young people who represent them in state series competition. Baden is manufacturing the "Official Ball" for use in eleven different Illinois High School Association state series tournaments, from the very first competition in the Regionals all the way through the state championship.

(ANNOUNCE DURING THE FIRST INNING OF EACH GAME)

The 17th annual Illinois High School Association All-State Academic Team, presented by Caterpillar, are honored each year during a banquet at the DoubleTree Hotel in Bloomington. The evening has become a wonderful recognition of America's future leaders. Call the I-H-S-A Office for more information about the banquet and how you can become part of the Illinois High School Activities Foundation.

(ANNOUNCE IN THE SIXTH INNING)

Nearly 10,000 young people in Illinois High School Association member schools have earned the I-H-S-A Scholastic Achievement Award. This unique program helps accentuate the interscholastic experience. Call the I-H-S-A Office for more information on how you can support the Illinois High School Activities Foundation, which underwrites the cost of this outstanding scholarship recognition program with contributions from many supportive corporations and individuals like you.

(ANNOUNCE TWICE DURING EACH GAME)

www.ihsa.org is the address for the IHSA web site on the Internet. Check it out anytime you want to find out immediately what's happening with high school activities throughout Illinois.

(ANNOUNCE SEVERAL TIMES DURING THE DAY)

Sports Authority is the Official Sporting Goods Retailer of the IHSA. Visit your local Sports Authority Store to check out the latest in fitness equipment, and sporting apparel, and take advantage of the high quality and low priced products. Sports Authority.... the Official Sporting Retailer of the IHSA.

(ANNOUNCE SEVERAL TIMES DURING THE DAY)

The IHSA would like to thank Gatorade, proud sponsor of the IHSA and the Gatorade Will to Win Program, for donating Gatorade Thirst Quencher for the athletes. Gatorade, it's in the IHSA . . . Is it in you?

(ANNOUNCE BETWEEN EACH GAME)

i-h-s-a(dot)org is the address for the IHSA's Web page on the internet. Check it out any time you want to find out immediately what's happening with high school activities throughout Illinois. You'll be amazed at how much information you can find at your fingertips at IHSA(dot)org. In fact, all of the results and other information from today's matches will be there when you get home.

(ANNOUNCE AT THE END OF THE GAME EACH SESSION AND AT THE END OF THE TROPHY PRESENTATION)

The IHSA and the Illinois State Police wish to remind you to "Click it or Ticket", seat belts save lives!! Please buckle up on your way home from the game.

(ANNOUNCE TOWARD THE END OF THE GAME)

The IHSA and the Illinois State Police wish to remind you that "Speed kills". Obey the posted speed limit and always wear your safety belt.

(ANNOUNCE SEVERAL TIMES DURING THE DAY)

The IHSA and the Illinois State Police wish to remind you that High school athletics and alcohol don't mix.

(ANNOUNCE BEFORE THE START OF EACH GAME)

To help insure the safest and most comfortable atmosphere the host event staff will diligently maintain established security procedures and activities. This will require complete cooperation by all competing teams, contest officials, and fans. Security will always have priority over convenience; therefore, if you are requested to cooperate with event personnel in any manner, please do so promptly. Your assistance will enable event staff to fulfill its responsibilities efficiently.

(ANNOUNCE BEFORE THE START OF EACH GAME)

The possession, distribution, and consumption of alcoholic beverages and other illegal substances are prohibited at the site and on any affiliated property of the 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. Event staff will enforce this policy rigorously.

(ANNOUNCE IN 2ND INNING)

Participation in interscholastic activities generates values that make the athletes better citizens. Here's a challenge for all of you here at the meet. Parents, coaches, officials and others can reinforce the development of these students by expressing, supporting and displaying those positive values gained by participating and competing. Challenge our young people not just to go to school, but to go beyond. . . with the IHSA.

(ANNOUNCE ONCE EACH GAME)

Interscholastic athletics are an extension of the educational process, and the athletic field is the coach's classroom. Remember, Add A. Tude is for everyone.

(ANNOUNCE BETWEEN EACH GAME)

The interscholastic athletics and activities experience is something we cannot take for granted. For more than 100 years the I-H-S-A has provided the vehicle for recognition of students, their schools and their communities through competition in I-H-S-A state series in sports and non-athletic activities. But participation in sports and activities is a lot more than just winning and losing. Students who participate in programs offered by their schools are taught valuable life lessons that will make them a success in whatever endeavors they choose. We must teach our students, their coaches, their families and their supporters that it is very important to participate. They must take advantage of the learning opportunities that are uniquely made available to them through I-H-S-A programs.

School Information:

Please read the entire Trademark Use and Royalty Policy for full disclosures.

- By virtue of membership, schools are granted a license to use the IHSA Trademarks on or in connection with IHSA State Series Events. Member schools may produce their own programs or merchandise in accordance with the terms of the Trademark Use and Royalty Policy.
- Any writing or merchandise produced in connection with IHSA State Series Events must conspicuously display the IHSA name and at least one logo.
- Member schools contracting with an outside vendor to have programs or merchandise produced in connection with IHSA State Series Events are required to use IHSA licensed vendors.
- Member schools advancing to an IHSA State Final and choosing to have merchandise produced in connection with that event, must use Minerva Sportswear. The IHSA has a contract with this company to be the exclusive IHSA State Final Merchandise Vendor.
- A member school may use any IHSA Licensed Vendor. To see the approved list, visit the IHSA website at <http://www.ihsa.org/Resources/Merchandise/LicensedVendors.aspx>.

Vendor Information:

Please read the entire Trademark Use and Royalty Policy for full disclosures.

- Any printed material or merchandise produced in connection with IHSA State Series Events, must conspicuously display the IHSA name and at least one logo.
- IHSA marks and logos can only be utilized by those who are granted a license by the IHSA.
- Member schools contracting with an outside vendor to have programs or merchandise produced in connection with IHSA State Series Events must use an approved IHSA licensed vendor.
- IHSA licensed vendors can sell licensed material to any IHSA member school.
- IHSA licensed vendors cannot produce merchandise in conjunction with an IHSA State Final. The IHSA has an exclusive State Final Merchandise Vendor contract.
- Licensed publication vendors pay the IHSA a 5% royalty of gross advertising sales, and licensed merchandise vendors pay the IHSA an 8% royalty of gross merchandise sales (based on sale of the finished product) - Royalty Report.
- For unlimited events, vendors can be licensed by the IHSA and utilize the IHSA name and logos for an entire year for a \$500 annual fee; or
- For limited events, vendors can be licensed by the IHSA and can utilize the IHSA name and logos for a single event, up to three events in a year, for \$50 per event or \$100 for three events.

Applying to be an IHSA Licensed Vendor (unlimited events):

1. Submit a completed Licensed Vendor Application for approval;
2. Once approved, sign the IHSA Vendor License Agreement; and
3. Pay the annual licensing fee of \$500.

Applying to be an IHSA Licensed Vendor (limited events):

1. Contact the IHSA office for approval;
2. Once approved, sign the IHSA Limited Use Vendor License Agreement; and
3. Pay the single event fee of \$50 or \$100 for three events.

For additional information regarding Licensing and Royalty, contact Brandi Waters at 309-663-6377 ext. 125, or visit the IHSA website at <http://www.ihsa.org/Resources/Merchandise/LicensedVendors.aspx>.

Royalty Report: For a downloadable pdf of the Royalty Report go to http://www.ihsa.org/documents/forms/State_Tournament_Series_Royalty_Report.pdf



Financial Reports Must Be Filed Online

The final phase of your hosting responsibilities is to file a financial report with the IHSA. The financial report forms are available in the password-protected Schools Center area of the IHSA Web site.

Log in to the Schools Center with your school ID and an administrator password. On the main menu of the Schools Center, under the heading "Tournament Management", you will find a link to the financial report. Please fill out the one-page form and press the submit button to file your report.



SAMPLE FORM

IHSA Pass Gate List

Illinois High School Association
 2715 McGraw Dr., Bloomington, IL 61704
 Phone: 309-663-6377
 Fax: 309-663-7479

The fields in this form will accept a cursor and can be filled out prior to printing.

The following are the only persons representing a member school to be admitted free to this contest. The top seven (7) categories will be admitted for the entire tournament. Rostered players will only be admitted accompanied by the coach.

Participating schools must complete this form and return it to the tournament manager prior to the start of the event.

Sport/Activity:

Host School:

Level: Regional Sectional Super-Sectional

Your School:

The top seven (7) are allowed to have one (1) guest.

Administration

1.	<input type="text"/>	Guest	<input type="text"/>
2.	<input type="text"/>	Guest	<input type="text"/>
3.	<input type="text"/>	Guest	<input type="text"/>
4.	<input type="text"/>	Guest	<input type="text"/>
5.	<input type="text"/>	Guest	<input type="text"/>
6. Head Varsity Coach	<input type="text"/>	Guest	<input type="text"/>
7. Assistant Coach	<input type="text"/>	Guest	<input type="text"/>
Assistant Coach	<input type="text"/>		
Assistant Coach	<input type="text"/>		
Assistant Coach	<input type="text"/>		
8. Manager	<input type="text"/>		
9. Scorekeeper	<input type="text"/>		
10. Video/Camera Operator	<input type="text"/>		
11. Bus Driver	<input type="text"/>		
12. Athletic Trainer	<input type="text"/>		
13. All rostered players according to the terms and conditions.			

All other representatives from your school must pay to attend an IHSA tournament.

In case of emergency or need to communicate changes to your school:

Contact Person:	<input type="text"/>	Contact Person:	<input type="text"/>
Cell Phone:	<input type="text"/>	Cell Phone:	<input type="text"/>
Email:	<input type="text"/>	Email:	<input type="text"/>