

March Madness™ Information



IHSA® BOYS BASKETBALL

Call: (309) 663-6377

Fax: (309) 663-7479

To: Principal
From: Kurt J. Gibson
Date: March 2013
Re.: State Final Information

Congratulations on having your school qualify for the IHSA Boys' Basketball State Finals! What a tremendous accomplishment for your team, school, and community! This week promises to be an exciting and quick one for you and your school so we hope that the materials we have put together will be useful for you.

On-line on our boys' basketball page, there is a link near the bottom of the page entitled "State Finals Qualifier Information". Please go there and print this pdf file. The following items are included in this packet:

- Principal's cover letter
- Special Instructions Bulletin
- State Final Qualifier Checklist
- Medical Coverage letter
- Cheerleader Information letter
- Special tournament information for bus parking
- Student Media Request Form (for schools only)
- "Do What's Right" Sportsmanship Announcement
- Drug Testing Notice
- Parking Map

It is imperative that you print out copies of each – plus the IHSA Boys' Basketball Manual for Schools and the Basketball Terms and Conditions – and review all these documents prior to coming to Peoria.

After your supersectional victory, your school should have been provided with a box from my office that contained some other important information. In that box, you should have received tickets and ticket information as well as information from the Four Points by Sheraton, the host hotel for competing teams this year. It is important that you review those materials as well and contact the hotel as soon as possible to book your rooms for the weekend. If you have questions regarding tickets, you can contact either Kurt Gibson or Brandi Waters at the IHSA Office

On Thursday, there will be a meeting for administrators and head coaches in room 134 at the Peoria Civic Center. It's imperative that you, your coach, your cheerleader coach (if possible), and any other administrators that you wish from your school be in attendance at this meeting, which will begin promptly at 6:00 p.m. I strongly encourage you to review the *Special Instructions Bulletin* that is a part of this packet prior to that meeting and bring your copies along to that meeting. At that time, we will discuss a number of important tournament procedures.

On behalf of our office, I'd again like to congratulate your school on this accomplishment. Our staff and the volunteers in Peoria are excited about the opportunity to work with your school this weekend.

2013 IHSA BOYS STATE FINAL BASKETBALL TOURNAMENT

CLASS 1A, 2A, 3A AND 4A

Special Instructions Bulletin for Competing Schools

1. State Final Contacts:

IHSA Office – Kurt Gibson, Associate Executive Director, Administrator for Boys Basketball (309) 663-6377.
Peoria Civic Center Main Office - (309) 673-8900
Ticket Manager - Ticket Office (309) 680-3550 or 680-3553
Emergency Calls - (309) 680-3500 Ext. 3500
Press Credentials/Information – Matt Troha, Assistant Executive Director, IHSA Office - (309) 663-6377.
Peoria Police Command Center – (309) 303-9064

2. Included in the Super-Sectional Box:

- A. Competing Teams “For Sale” Tickets.
- B. Banquet Tickets & Information
- C. 3 copies of Special Instructions Bulletin for Competing Schools.
- D. School Media Press Credential Request form
- E. 3 Tournament Time Schedules
- F. Peoria Area Calendar of Events Brochures

3. Housing Accommodations:

A. The IHSA will reserve for each team that qualifies for the State Final Basketball Tournament a block of fifteen (15) rooms for Thursday, Friday and Saturday of the state finals weekend. Additional information on the property to which your school has been assigned was included in your Super-Sectional box. All room charges, including taxes, phone calls, food, etc. will be at the expense of the competing school.

B. In cooperation with your property, we are asking that all team personnel check into the hotel as a group. Additionally, each team must present the name of an adult in the group who will be responsible for all personnel in the group. This responsibility will include unauthorized expenses, damage to the rooms, behavior, unnecessary noise, etc. and generally being the chaperone. We appreciate your cooperation and assure you the IHSA and your property will do everything we can to make your stay in Peoria as enjoyable as possible.

C. It would be helpful to your property if a representative of your school would make contact as soon as possible on Wednesday following your Super-Sectional victory. At this time your school will be required to give the hotel a final number of nights your team will be staying during the tournament. The contact person at your property is listed on the property information sheet in your Super-Sectional box.

4. Team Expenses:

A. Your team will be allowed expenses at the Class 1A/2A - 3A/4A State Final tournament at the following rate, as decided by the IHSA Board of Directors at their December 2002 meeting. The reimbursement will be: In the State Final

Tournament, the teams participating in the tournament shall be allowed transportation expenses at the rate of \$5.00 per mile per team for the first 50 miles and \$3.00 per mile per team for each mile over 51 miles to and from the site where the tournament will be played. In addition, each school will receive a reimbursement to cover some of the costs incurred by schools at the State Final. Hotel rooms at the State Final Tournament will be reserved by the IHSA. Any expenses or costs associated or charged to the rooms will be at each school's expense.

Round Trip Mileage Flat Rate Reimbursement to State Final Site:

0-150 miles	\$2,500.00
151-300 miles	\$3,600.00
301 –over miles	\$4,400.00

5. Ticket Reconciliation:

Included in the box you received from your super-sectional manager were a maximum of 829 tickets in a pre-assigned block for your school to sell for the session you are scheduled to play in on Friday and Saturday. Since your school will have the flexibility to sell Friday and/or Saturday tickets to your fans, specific reconciliation information has been included in your Super-Sectional box from the Peoria Civic Center. *Please inform your fans that if they don't buy tickets in your section from you prior to the tournament, there is no guarantee that they will be sitting with your fans in Carver Arena during the tournament.*

Money received for the sale of the enclosed tickets, along with any unsold tickets **MUST** be returned to the Peoria Civic Center Box Office at the time of your team's Shoot-Around at Carver Arena. Unsold tickets **MUST** be returned promptly so they may be placed on sale to the general public. **If your unsold tickets are not returned at the proper time, your school will be charged for the entire amount of the tickets allocated to your school.** We ask that you please contact Brandi Waters or Tammy Craig at the IHSA office no later than Thursday morning before 10:00 a.m. with the number of tickets you expect to be returning. This will help our office and the Civic Center better communicate through the media if tickets will likely be available.

6. Player Numbers, Uniforms:

A. The list of the players who will constitute your playing squad in the tournament is already in the hands of the printer and will appear in the official program. Please be conscientious about having the players wearing the numbers which were submitted for the official program. **Please note that no team is to have more than fifteen (15) players in uniform for each game.** Be very careful about observing this requirement.

B. It is especially important that each of the competing teams take two complete sets of uniforms to the tournament. Both jerseys and trunks of one of these sets should be white in color and the other dark. Teams will be instructed prior to each game as to which set of uniforms to wear. Please make sure your uniforms comply with all NFHS rules. If you have questions, contact Kurt Gibson at the IHSA Office immediately.

7. Fan And Team Bus Parking, Parking Permits:

A. Team Bus Parking – Competing teams who wish to go directly to the Civic Center upon arriving to the State Tournament on Thursday may unload their team in the pit located under the main parking lot. Parking attendants will be on duty at the parking lot entrance to the Civic Center, which is located on the west side of the Civic Center, off Jefferson Street. The turn into the pit can NOT occur off Jefferson Street, however. Schools wishing to unload in the pit will need to turn left off Jefferson Street at Kumpf St. (IL-40). Go one block and turn left at Adams St. Go another block and turn left at Harrison St. This will position your bus to cross Jefferson and enter into the pit. After unloading, the bus will then be directed to Stone St., where it can be parked beside other team busses. Team buses should have a sign placed in the front window indicating that they are a TEAM BUS.

B. Fan Bus Unloading and Parking - Fan buses will unload in the main parking lot of the Civic Center. The entrance to the parking lot is located off Jefferson St. **just past the arena.** Please do not use the ‘circular’ lane on Jefferson St. for unloading. It will be important that the fan buses unload quickly and proceed immediately to the designated bus parking area as directed by Peoria Civic Center Staff. A Peoria Civic Center parking official will be at the fan bus unloading area to give additional instructions for the fan bus parking. Contact Frank Koloch (309) 680-3685 to let him know how many buses you will need to park.

C. Parking Permits (*Passes will be distributed at the Administrative Meeting*) - Three parking permits for automobiles will be issued to representatives of participating schools. These will allow parking in the lot designated on the permit. Fan parking will be available in the areas designated on the enclosed map. If persons from your school park in unauthorized areas, they can expect to be ticketed and/or towed.

8. Locker Rooms:

A. Hosts - A host will be assigned for each team. The host will meet with team representatives at the Thursday night meeting (6:00 p.m. - Peoria Civic Center Room 134). Hopefully contact will be made by the assigned team host prior to your arrival in Peoria. The host will escort the team to its assigned locker room. This host is a representative of tournament management and has been instructed to lend any assistance necessary to the team to which he has been assigned. He will also be assigned a seat on your team bench. (This will be the eighteenth (18th) seat.)

B. Locks - Participants are required to furnish their own locks for lockers.

C. Towels - Twenty (20) towels will be furnished by tournament management. However, each school shall be responsible to pay for any missing towels.

D. Access - Only players, coaches and team personnel with the “Participant” or “Official” passes will be allowed in the team locker room. No exceptions.

E. Security - Participants are responsible for their own valuables. The locker rooms will be locked whenever they are not occupied. However, neither tournament management, Peoria Civic Center, nor the IHSA will assume responsibility for any losses or injuries while on the premises.

Note: Team locker rooms are to be vacated **not later than 30 minutes after the team’s game is finished.** Each team is asked

to make sure the locker rooms are straightened up before leaving the locker room. These locker rooms will be used again and the next team does not want to arrive to find a messy locker room.

F. Teams are to remain in their assigned locker rooms until they are escorted to the playing court for their pre-game warm-ups for their respective game by the team host and/or IHSA representative.

G. Immediately after a game is over, please leave the team bench area and return to the team locker room. Your cooperation with this would be appreciated.

9. Practice, Pre-Game Warm-Ups:

A. Practice - A team may not practice in the Peoria Civic Center (Carver Arena) facility except during its allotted pre-game warm-up period immediately prior to a game and its assigned shoot around time on Thursday afternoon. (A school is permitted to make arrangements with local area facilities for practice during the days of the tournament). Carver Arena will be open (Security Pass Gate) 1 1/2 hours prior to the first game each day and will remain open all day.

B. Home and Away Teams: The team listed on the top line of the playing bracket is the Home team and will wear white uniforms. The team listed on the bottom line of the playing bracket is the Visiting team and will wear dark uniforms. Team benches will be assigned prior to each game

C. You **do not** need to bring basketballs. Balls will be provided by Baden Sports, Inc. for warm-up.

10. Time Schedule and Introductions:

A. Semi-final Game Introductions:

1. Visiting team: non-starters in numerical order are introduced. Add-A-Tude will be present to wish players good luck.

2. Home team: non-starters in numerical order are introduced. Add-A-Tude will be present to wish players good luck.

NOTE: As non-starters are introduced, they assemble in the free-throw circle in front of their team bench. They remain in the circle until all non-starters for their team have been introduced. Then all players return to team bench for the introduction of the starters. Add-A-Tude will be present to wish players good luck.

3. Visitor-Home: starting line-ups in alternating manner (shaking hands at the jump circle) by F-F-C-G-G are introduced.

4. Visitor-Home: coaching staffs (head coach and assistants) are introduced.

5. Visitor-Home: Head Coach and Assistants are introduced.

NOTE : Each head coach and his or her won-lost record at the school will be announced. Following that information each school’s varsity assistant coaches will be announced. All coaches will remain on the team bench during the introductions, but should step onto the hardwood floor when their name is announced.

6. Floor officials will then be announced.

7. After introductions, teams will line up across the free throw line extended for the National Anthem. After the National Anthem is finished both teams will meet at half court to shake their opponents hand and wish them good luck. Head Coaches will also meet at half court to shake hands. The teams will return to their respective benches for brief final instructions.

After the introductions, if no National Anthem, teams will line up across the free throw line extended both meet at half court to shake their opponents hand and wish them good luck. Head Coaches will also meet at half court to shake hands. The teams will return to benches for brief final instructions.

NOTE: National Anthem will be played for games 1 and 3 on Friday.

B. 3rd Place and Championship Game Introductions:

Only the starting line-ups and head coaches will be introduced.

1. Visitor-Home: starting line-ups in alternating manner (shaking hands at the jump circle) by F-F-C-G-G are introduced.

NOTE: As starters are introduced, they assemble in the free throw circle in front of their team bench. They remain in the circle until the starting line-up has been completely introduced. Then all players return to the team bench as coaches are introduced.

2. Visitor-Home: Head coaches are introduced.

NOTE: Each head coach and his or her won-lost record at the school will be announced. Head coaches will remain on the team bench during the introductions, but should step onto the hardwood floor when their name is announced.

3. Floor officials will then be announced.

NOTE: As starters are introduced, they assemble in the free throw circle in front of their team bench. They remain in the circle until the starting line-up has been completely introduced.

4. After introductions, teams will line up across the free throw line extended for the National Anthem. After the National Anthem is finished both teams will meet at half court to shake their opponents hand and wish them good luck. Head Coaches will also meet at half court to shake hands. The teams will return to their respective benches for brief final instructions.

After the introductions, if no National Anthem, teams will line up across the free throw line extended both meet at half court to shake their opponents hand and wish them good luck. Head Coaches will also meet at half court to shake hands. The teams will return to benches for brief final instructions.

NOTE: National Anthem will be played for games 6 and 8 on Saturday.

11. Post-Match Press Interview Sessions:

A. A press conference involving the head coach of each of the participating teams, as well as players from both teams who played outstanding games and/or figured prominently in the outcome of the game, will be conducted in the Press Interview Room. Television may conduct an on-court interview following a game, but print media may not. No press, including local print or electronic representatives, will be allowed to meet with team personnel in the authorized team area at Carver Arena.

B. The head coaches and players from both teams have an obligation to “meet the press” in the Press Interview Room following each game. It is expected that even if a team loses a game, the head coach and players from that team will remain

and carry through with their time to “meet the press” in the Press Interview Room at the scheduled time.

C. The winning team coach and players will meet the press first. This formal session will last approximately ten (10) minutes. The losing team and coaches will be escorted back to the team locker room for a “cooling down” time. A press attendant will indicate to the Team Host when the head coach and players from the losing team are to report to the Press Interview Room.

D. The losing team head coach and players will meet the press second. This formal session will last approximately ten (10) minutes. Following the conclusion of the game, the losing team will be escorted back to the team locker room. A press attendant will escort the coach and players to the Press Interview Room at the appropriate time.

E. Coaches are advised that news media representatives may want a one-on-one interview with them and/or specific players following the formal press conference.

12. Announcements:

A. Announcements to inform those who came on a particular bus that they should return to it for the trip home will be made on the Public Address System by the Announcer. A note to that effect, signed by the school’s principal, should be presented to the Public Address Announcer at the Scorer’s Bench well enough in advance of departure time to allow the announcement to be made during a lull in the activity of the game being played. (Note: The microphone will not be made available for use by a principal; the above procedures must be followed).

13. Presentation of Awards on Saturday:

A. Coaches and players are asked to cooperate with tournament management by immediately going to the designated area on the court for the awards presentations. Coaches and players are asked to assist tournament management in seeing that fans and unauthorized persons do not come onto the playing court following a game. The Superintendent, Principal, and Athletic Director of schools receiving awards are invited to be part of the awards ceremony.

B. Each school received a copy of the line-up for administrators, coaches, and players earlier at the team shoot-around. Schools will need to verify the names on the line-up and return it to Kurt Gibson no later than noon on Saturday morning. Only high school students, certified coaches, school administrators, and school approved adult personnel (certified athletic trainers, scorekeepers, etc.) will be allowed to participate in the Awards Ceremony. There will be no additional individuals allowed to participate in the awards ceremony.

14. Passes: (Participant, Cheerleader, School Administrator):

The following is a description of the passes needed by your team, cheerleaders and other school personnel. Please be reminded that it is the responsibility of the representatives of the competing schools to maintain possession of their passes. Replacement passes will not be issued. If passes are lost or given to others, you must buy a ticket to Carver Arena and contact Mr. Gibson inside the arena to be admitted to the floor area.

A. Participant Passes (22) (*Passes will be distributed at your shoot-around.*) -- Each school advancing to the State Final Tournament, according to the Terms and Conditions, will be issued 22 participant passes for use by the 15 team members and 7 team personnel. Only 22 Participant Passes will be issued to each team. Please distribute these passes to your players for them to wear as they enter the Arena. If you bring more than 22 people, you must purchase additional tickets at the ticket office in the Peoria Civic Center.

Those holding passes may enter the Peoria Civic Center at any entrance. However, access to Carver Arena will only be permitted through the Chiefs Club entrance located outside on the east end of the Civic Center. Persons without passes will not be permitted access through the Chiefs Club entrance. There will be no exceptions.

When a team is not participating in a game during a session, a team is invited to sit in the Participant Pass seating area (south end, lower level). A Participant Pass is good for all tournament sessions of your respective tournament. Only persons with Participant or Cheerleader Passes will be allowed in this special team seating area.

Only members of a team or team personnel with a "Participant Pass" or "School Administrator Pass" will be permitted in a team's assigned locker room, or in the hallway outside the team locker rooms.

Players in uniform will be admitted to the playing court during their contest, but they must present their Participant Pass at all other times to be admitted to the authorized team areas of Carver Arena.

B. Cheerleaders (13) (*Passes will be distributed at the administrative meeting.*) -- If a school's cheerleaders accompany the team to the State Final Tournament (and we hope they will), please see that the cheerleading coach receives the packet addressed to the cheerleading coach, as it contains passes (a maximum of 12 for cheerleaders, one (1) for sponsor plus one (1) for a mascot in uniform **if requested**) which the school is responsible to provide each cheerleader with, and other pertinent information for the coach. These passes may only be used by cheerleaders and mascot in uniform.

Cheerleaders will be allowed to cheer on the corner of the court, located closest to their fan seating area across the court from the players benches. Cheerleaders will only be allowed on the court in proper uniforms and shoes.

When cheerleaders are in the Arena at times other than when their team is participating, they may be seated in the Participants Seating Area which is located at the south end, lower level.

Cheerleaders should be in uniform when they arrive. There will be no locker room provided and they are discouraged from changing in the restrooms.

Cheerleaders may enter at any gate with their passes. There will be no on-court cheerleader activity at half-time. There are event activities scheduled on the arena floor during each halftime.

C. School Administrator Passes (5) (*Passes will be distributed at the administrative meeting.*) -- These passes will permit admittance into Carver Arena at any entrance once inside. These passes are designed for administrators and other individuals responsible for fan supervision with your school. *They do not provide an additional seat in the team bench area.* The School Administrator Passes will permit the bearer entrance to any area other than the VIP room. **The School Administrator**

Pass does not provide a seat assignment and the pass will not be permitted in the Participant Section. Your scorer will need either a Participant Pass or a ticket to get into the arena.

15. Team Bench:

A. Only the players and team personnel who have been issued one of the 22 Participant Passes will be allowed to sit on the team bench. In accordance with the Terms and Conditions, only 15 players shall be in uniform and be on the team bench during a game. **Team scorers are asked to be assistant scorers and will be seated at the scorers table.** Anyone seated on the team bench must have 1 of the 22 participant passes. **There will be no exceptions.**

16. Medical Arrangements:

A. A doctor and ambulance service will be on call at all times.

B. A trainer appointed by tournament management will be on duty at courtside during the tournament and will attend to participating players provided their coach or his representative is present at all times during evaluation.

C. A first aid room will be available during the tournament for other emergencies.

D. One (1) state final event pass will be issued to properly licensed medical personnel for each team participating in the state final. The pass would be available for either a licensed athletic trainer or team physician. This individual must be listed on the school's State Final Program Information.

E. In accordance with the policy established by the IHSA Board of Directors, the IHSA's athletic training/medical staff will make any return to play (RTP) decisions for any athlete removed from a contest this weekend for a possible head injury/concussion. In making any determination, the IHSA athletic training/medical staff will consult with any athletic training/medical staff from your school.

17. Disabled Patrons:

A. Parking is available on a first come, first served basis at the Peoria Civic Center. A state-issued parking sticker is required. Seating areas are located on the concourse level.

18. Laundry Service:

A. A team uniform laundry service will be provided to teams. This is for team uniforms only - no undergarments, T-shirts, etc. More information on this will be provided by your team host.

19. Video Taping:

Participating team representatives are permitted to video tape the contest in which they are participating. The video taping area is located on the photo deck in front of the main press box on the team bench side of the Arena. Only two people per school may occupy the assigned area. They must remain seated. Your team host will provide further assistance if necessary.

20. Timeouts during the state finals:

In the spring of 2002, the IHSA Board of Directors approved a recommendation from the Basketball Advisory Committee in regards to timeouts during the state finals. During play this year, one full timeout each quarter is provided for television and they are not charged to the teams. Each team will have three charged full timeouts, but will not have the two 30-second timeouts allowed by the basketball rules. Please note this change. It will be reviewed at the school administrator's meeting on Thursday.

21. The following items will be issued at the Administrative Meeting:

A. 13 Cheerleader passes (12 for Cheerleaders and 1 for Coach)- for access to Carver Arena A school may request an additional pass prior to the State Finals for a mascot in costume.

B. 5 School Administrator passes for administrative use. These passes are to be used only by school administrators. They enable the wearer access to otherwise restricted areas in the arena, **but they do not function as a ticket**. A ticket is still required to have a seat for any contest.

C. 3 Parking passes - for use in designated area.

D. An Award ceremony sheet, which has also been provided to team at the afternoon shoot-a-round. This list includes the name of your Superintendent, Principal, Athletic Director, Athletic Trainer (if your school has listed one in the State Final Program Information), Head Coach and Assistant Coaches and a team roster of 15 players. Please check the information over carefully and return it to Kurt Gibson no later than noon on Saturday.

A total of **twenty-two (22)** medallions will be presented to the schools of the first four placing teams at the State Final Tournament. In addition, the superintendent, principal, athletic director, and a certified athletic trainer or other licensed medical personnel as listed on your school's Team Data Form will be presented with a medallion. No other trophies or awards of any kind may be presented in the tournament series. Only **22** team/school representatives, the superintendent, principal, the athletic director, and certified athletic trainer or team physician may participate in the awards presentation.



2715 McGraw Drive, Bloomington, IL 61704

Phone (309) 663-6377

Fax (309) 663-7479

To: Athletic Director
Boys Basketball Final Four School

From: Gregory L. Gaa, MBA, ATC, CSCS
Medical Coordinator Boys Basketball Finals

Date: January 24, 2013

Re: State Finals Medical Coverage

For your convenience, there will be two state licensed Certified Athletic Trainers at the tournament to assist you with any medical needs your team may incur. Additionally, there will be physicians from multiple disciplines present, or available for consultation, to include: Emergency Medicine/Family Medicine, Orthopaedics, Dentistry and Ophthalmology.

If a Certified Athletic Trainer, or Team Physician, will be accompanying your school, one additional bench pass can be obtained for this individual. **This pass can only be used for properly licensed medical personnel. This pass will be available for either a licensed Athletic Trainer or Team Physician. The individual must be listed on the school's Team Data Form.** I will distribute this pass before your team's first contest.

In accordance with the policy established by the IHSA Board of Directors, the IHSA's medical/athletic training staff will make return to play decisions for any athlete removed from a contest this weekend for a possible head injury/concussion. In making any determination, the IHSA medical/athletic training staff will consult with any medical staff from your school.

If you have other medical related questions, I can be reached at (309) 272-0213 (office), (309) 676-5045 (fax), or (309) 251-1062 (cell phone).

I look forward to meeting you in Peoria. If you have any questions, please do not hesitate to contact me.

Sfmedical.revised 01242013

IHSA Cheerleading Information



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

Congratulations on your advancement to the IHSA state final. If you are bringing sideline cheerleaders, please contact Susie Knoblauch at the IHSA office between 8am and 4:15pm at 309-663-6377 on the Wednesday prior to your arrival. Here are a few items of importance regarding the event.

- Each competing IHSA member school may bring twelve (12) cheerleaders, one (1) dressed mascot (if applicable), and one (1) coach. All other participants must be paid ticket holders and sit in arena seats (not at floor level). Ticketed participants may only be rotated in at halftime. IHSA will give your school administration the cheerleading credentials Thursday night at the administrator/coach meeting prior to your games. Cheer coaches need to arrange with their school administrator how to get cheer passes for entry into the arena. Each school will receive 12 cheerleader passes, 1 mascot pass (if applicable) and 1 cheer coach pass. Participants will be able to gain access into the arena with credentials. These credentials allow cheerleaders and coaches into the tournament all weekend through any gate. Only bona-fide spirit participants may use the credentials. General seating during the tournament for credentialed participants is located in the area of the arena by the pep band (south end arena seating area under the basket).
- Cheerleaders will be located on the end closest to their fans to sideline cheer. A Civic Center Host/IHSA Host will direct teams to their designated areas. While the ball is in play, cheerleaders are to remain seated on the sideline to cheer so ticket holders and media can see the floor. It is acceptable for sideline cheerleader to stand and cheer for good plays, baskets, etc. but must quickly return to sitting on the floor (much like college cheerleaders) when the ball is in play. Coaches should prepare their teams to do all sideline cheers from a seated position. We encourage teams to cheer throughout the game from the sideline. Cheerleaders need to be alert on the sideline to make sure they are not involved in any out of bound plays or are in the way of any game officials. *Note:* Cheerleaders should avoid wearing heavy lotion and baby oil that will adhere to the floor while sitting which can make the playing surface slick.
- There will not be extra room at courtside for stretching. Please be stretched prior to taking the floor. Please minimize bags and warm ups which will be stored under the bleachers at courtside near where you are cheering. Space is very limited and we ask that cheerleaders do not go back and forth to their bags once at courtside. Please refrain from bringing any valuables since this is not a secured area for storage. The main Carver Arena floor is not available for warm ups.
- If you arrive early, **Room 134 in the exhibit area** may be **available for stretching and general warm ups**. This is not a secure area so do not leave any valuables in this room.
- Please arrive to the venue in uniform. There will be no locker rooms provided and teams are discouraged from changing in the restrooms. Room 134 in the exhibit area is open and can provide space for cheer teams if they need an area to stretch and warm up. A Civic Center Host/IHSA Host will be available in this room to answer any questions you have and escort you to courtside. Do not enter the arena floor level until the game prior is finished. When entering the arena while another game is going on, enter at the arena level at the south end and

sit in the participant seating area (the bleachers under the south basket - by the pep bands). This reserved area is for credentialed participants only.

- Prior to game time, cheerleaders should enter Carver Arena through the Bradley entrance located under the Red Canopy on the east side of the Civic Center Atrium. Security will be located there to check credentials and then the cheerleaders will be escorted courtside. Cheerleaders must be ready to show their credentials to enter this secure area. *Remember*, your school administrator will have your credentials on Thursday so please arrange as to how you will coordinate the pick up of the credential passes to allow admittance to the floor level. Carver arena staff and IHSA personnel will be available to direct you.
- Please keep water bottles away from the gym floor. Designated water coolers are available for cheerleaders by their team bench at halftime only. Food or drink is prohibited courtside.
- We ask that cheerleaders begin cheering when the warm up times starts at 15 minutes.
- Teams may want to bring 36 count dances to run with the pep band music.
- Cheerleaders can remain standing and cheering until the first horn blows to end a time out.
- Pregame clock starts 15 minutes before tip off. Cheer teams can do pregame sideline cheers at this time. We recommend having your team in the arena warmed up and ready to go 15 minutes prior to the warm up clock for your game.
- At the state tournament, there are **no 30-second time outs**. All time outs are full and cheerleaders can safely take the floor (watching for officials and game personnel).
- Sideline cheerleaders must stay behind the 3 ft. safety zone and keep a safe distance from officials working the game on the sideline.
- There will be a pep band playing at the state final. Full time outs will be a blend of pep band music and sideline cheers. I recommend that your cheerleaders prep material to perform while the pep band is playing. It is OK to cheer over and/or with the pep band music. The arena is large enough that the cheerleaders and band can both add to the excitement rather than trying to settle a crowd to watch a floor cheer. Most teams cheer primarily in front of their fans rather than full court and both teams cheerleaders can take the floor at the same time staying on their halves of the gym.
- Starting line up on Friday will be visiting team non-starters (45 sec) - home team non starters (45 sec) and then alternating visitor - home starters (1 min) and then visitor - home coaching staffs (15 sec) - On Saturday starting line up will only include the starters (alternating teams).
- All regular time-outs will be 60 seconds in length and play resumes at 75 seconds. We ask that cheerleaders clear the playing area at the sound of the first horn (60 sec).
- The time out between 1st and 2nd, and 3rd and 4th quarters shall be 100 seconds in length. The horn will sound at 90 seconds and play will resume at 100 seconds. Cheerleaders should clear the floor when the first horn sounds at 90 seconds.

- There will be one (1) required TV time out per quarter. If neither team has called a regular time-out before the 5:00 minute mark on the scoreboard clock, a TV time-out will occur at the first dead ball after the scoreboard clock has reached 5 minutes.
- Halftime shall be 12 minutes. Sideline cheer teams can cheer on the sidelines at this time. There are no on-court cheerleading activities at half time. Promotional scheduled half time activities will be occurring during the 12-minute time out.
- Pregame and Postgame - Sideline cheer teams may cheer on the sidelines at this time.
- Please adhere to all NFHS spirit rules - paying close attention to the **hair, jewelry and glitter** rules. **No jewelry allowed. Hair must be away from the face. Prohibited on the arena floor are: basket tosses or other similar multi based tosses, twisting tumbling, twisting load-ins, double downs and inverted braced stunts. Cheerleaders cannot take the floor unless they are in compliance of the rules.**
- Cheerleaders will only be allowed on the court in school issued uniforms and appropriate shoes.
- This is a televised event and we expect our sideline cheerleaders to represent their schools in a positive manner. No cursing allowed. Review with your team all of the expectations of sportsmanship, for example no cheering/pounding on the floor while the other team is shooting a free throw, etc. We encourage cheerleaders to direct the crowd in positive cheers (no booing etc...).
- The cheerleaders may not throw items to the crowd (balls, candy, t-shirts, beads etc...).
- Spirit participant in an appropriate manner for cheering may only use megaphones. Please do not pound megaphones on the gym floor. Fans should not use megaphones.
- All sideline cheer coaches need to be in compliance of **IHSA Bylaw 2.120** –Rules Interpretation requirements.
- Please note that **IHSA By-law 4.081** states, “All Cheers, performances, routines or other activities conducted by a school’s spirit squad (i.e. cheerleaders, pom poms, dance, flags, and drill team) shall be conducted in accordance with the Spirit Rules published by the National Federation of State High School Association (NFHS).”

Feel free to contact me if you have any additional questions and enjoy the state final experience!

Contact - Susan M. Knoblauch, Assistant Executive Director – Mobile - 309-530-0892
 Illinois High School Association 2715 McGraw Drive P.O. Box 2715 Bloomington, Illinois 61702-2715
 Phone - 309-663-6377 Fax - 309-663-7479 sknoblauch@ihsa.org www.ihsa.org

Illinois High School Association

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To: Boys' Basketball State Finals Qualifiers
From: Kurt Gibson, IHSA Assistant Executive Director
Subject: State Basketball Tournament
Date: March 2013

On Thursday, teams who want to go directly to the Civic Center may unload their team in the pit located directly under the main parking lot, located on the west side of the Civic Center, off Jefferson Street. The turn into the pit can NOT occur from Jefferson Street. Teams will need to turn left off Jefferson Street at Kumpf Street (IL-40). Go one block and turn left at Adams Street, go another block and turn left at Harrison Street. This will position your bus to cross Jefferson and enter into the pit. From here the bus will be directed to Stone Street where it can be parked with the other team buses. For the remainder of the weekend, we are still asking teams to enter through the Chief's Club entrance located outside on the east end of the Civic Center. Those holding passes will be allowed entrance through any door; however access to Carver Arena will only be permitted through this entrance. Persons without passes will not be allowed access through the Chief's Club entrance, there will be no exceptions.

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To: Boys' Basketball State Finals Qualifiers
From: Kurt Gibson, IHSA Assistant Executive Director
Subject: Fan Bus Unloading
Date: March 2013

Fan buses will unload in the main parking lot of the Civic Center. The entrance to this lot is off Jefferson Street just past the arena. Please DO NOT use the "circular" lane off Jefferson Street for unloading. Once the bus has unloaded in the main parking lot it will be directed to the bus parking lot by the Peoria Civic Center Staff. Please contact Frank Koloch (309) 680-3685 to let him know how many buses you will need to park.

STUDENT MEDIA CREDENTIALS FOR PARTICIPATING SCHOOLS

Congratulations on qualifying for an IHSA state final in a team sport. In order to provide the best possible coverage of this event for your school newspaper, yearbook and AV club, etc. you are entitled to have up to three students receive credentials to cover this event as official media members. In the event that you have less than three students, an adult sponsor may be included on this list. To apply for student media credentials, please have your Athletic Director or an individual involved with the aforementioned programs email Matt Troha (mtroha@ihsa.org) at the IHSA with the following information:

- 1) The names of individuals attending
- 2) Whether they are students or adults
- 3) If the attending individuals will serve as reporters, photographers, videographers, etc.

Student media who are registering for credentials are expected to maintain a level of professionalism while covering this event. That includes no cheering while in the press box or game coverage area. Proper attire is also required. Wearing school shirts and colors is acceptable, but students wearing face paint, costumes, carrying props, etc. will be required to change before receiving credential clearance.

The individual applying for student media credentials will receive specific information on credential pick-up and media regulations at the event via email in the days leading up to the state final.

Please note that student media credentials are only available for state final events in team sports. Due to the sheer volume of schools who qualify in individual sports, our press facilities would be unable to accommodate student media from all participating schools in individual sports. Student media are also welcome to cover IHSA state final activities. Credentials are not required for these events, but please have your students check-in with state final personnel upon arrival for media coverage regulations.

VIDEO TAPING STATE FINALS FOR COACH FILM BREAKDOWN

Each school will be eligible to receive a pass for an individual attending the state final event to shoot game film that is for the sole purpose of being used by the coaching staff for postgame breakdown. Passes for videographers shooting highlight videos, documentaries, etc. should be included in student media application reference above. Additional passes for videotaping purposes will need to come from the allotment of state final passes given to school/head coach at or prior to the state final event.

To apply for a credential to shoot video, please have your Athletic Director email Matt Troha (mtroha@ihsa.org) at the IHSA with the name of the individual who will be taping and whether they are an adult or a student.

Please contact Matt Troha (309-663-6377) at the IHSA for any questions related to this document.

IHSA Boys/Girls Basketball

Do What's Right! Sportsmanship

Coaches and Participants:

1. Set a good example for spectators to follow.
2. Respect the integrity and judgement of game officials, 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. During the National Anthem, students, participants and fans should remove any hats, face the flag, not talk, place the right hand on the heart, and remain still until the end of the anthem.
2. During the National anthem, when singing, follow the music and lyrics precisely.
3. Show respect for opposing players, coaches, spectators, and support groups.
4. Respect the integrity and judgement of game officials and accept their decisions graciously.
5. Show respect for members of the coaching staff and team.
6. Display modesty in victory and graciousness in defeat.
7. Recognize and show appreciation for outstanding plays by either team.
8. Use only cheers that are positive in support of their team.
9. Encourage coaches, players, and other fans to Do What's Right!

Acceptable Behavior...

- Applause during introduction of players, coaches and officials.
- Players shaking hands with opponents while both sets of fans recognize player's performance with applause.
- Accept all decisions of game officials.
- Cheerleaders lead fans in positive support.
- 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, chants, songs or gestures.
- Booing or heckling an official's decision.
- Criticizing officials in any way; displays of temper with an official's call.
- Yells that antagonize opponents.
- Refusing to shake hands or give recognition for good performances.
- Blaming the loss of the game on officials, coaches or participants.
- Laughing or name calling to distract an opponent.
- Use of profanity or displays of anger that draw attention away from the game.
- Doing own yells instead of following the lead of cheerleaders.

Drug Testing Notice

Congratulations on your school's qualification for the boys' basketball state finals, which will be held this weekend. This is a tremendous accomplishment, and one of which your school should be proud.

Please note that, in accordance with the policy adopted by the IHSA Board of Directors, performance-enhancing drug testing may take place at the state finals this weekend. Any student-athlete who competes this weekend will be eligible for testing. Additional notification regarding testing will be provided to those schools who have student-athletes selected for testing as needed. School officials and coaches are encouraged to keep that notification confidential and not inform those selected student-athletes prior to their competition in the state finals.

As a reminder, selected individuals who fail to report for post-competition testing will be found to have violated the IHSA's Performance-Enhancing Drug Testing Policy and be subject to the appropriate penalties.



BASKETBALL PARKING PEORIA, ILLINOIS

MARCH

2013

- (1) COMMERCE BANK DECK (480 SPACES)
- (2) ASSOCIATED BANK DECK (600 SPACES)
- (3) TWIN TOWERS GARAGE (531 SPACES)
- (4) MADISON ST. LOT #2 * (95 SPACES)
- (5) HAMILTON SQUARE DECK (425 SPACES)
- (6) NIAGARA DECK (305 SPACES)
- (7) JEFFERSON PARKING DECK (885 SPACES)
- (8) TECHNOLOGY DECK (1150 SPACES)
- (9) CHASE BANK DECK (284 SPACES)
- (10) CITY CENTER PLAZA LOT (511 SPACES) **VIP PARKING**
- (11) PNC BANK DECK (448 SPACES)
- (12) GATEWAY SOUTH LOT (27 SPACES)
- (13) MARK TWAIN HOTEL (130 SPACES)
- (14) REGENCY PLAZA DECK (480 SPACES)
- (15) PERE MARQUETTE HOTEL & DECK (285 SPACES)
- (16) CIVIC CENTER FULTON ST. LOT (308 SPACES) **MEDIA**

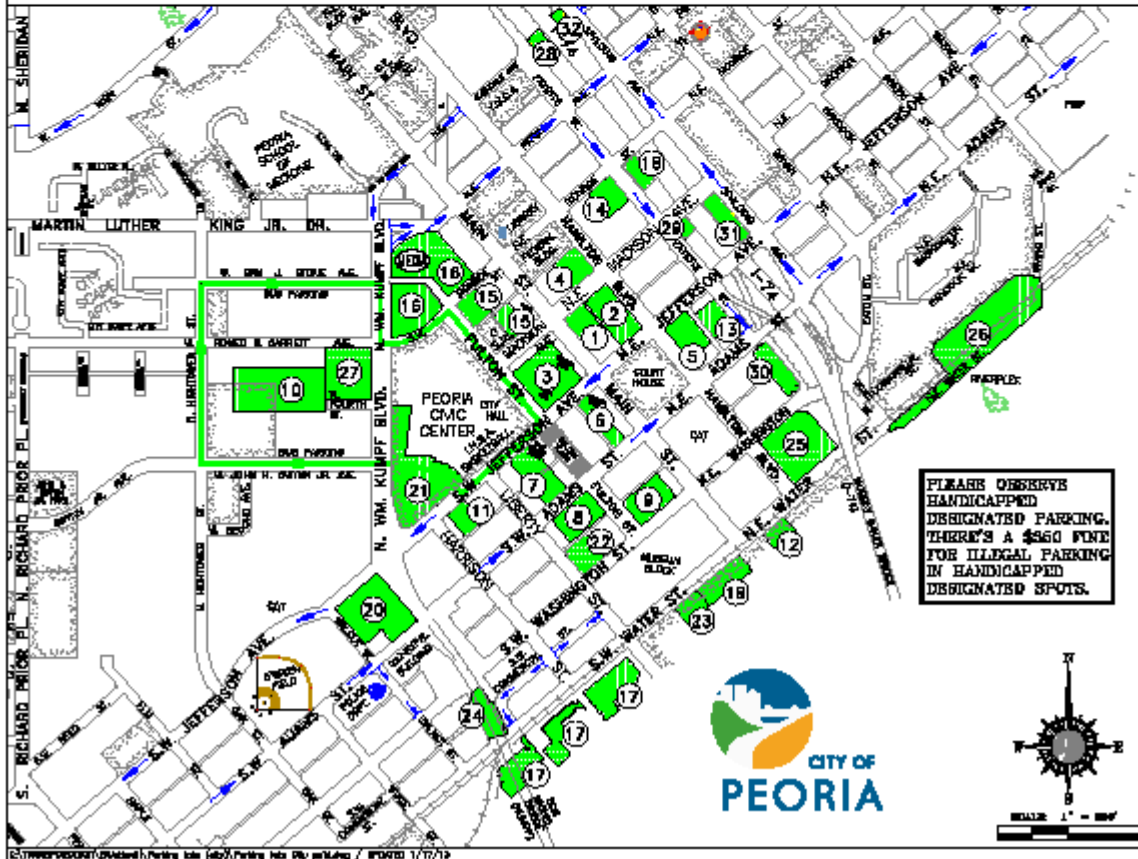
- (17) LIBERTY/EDGEWATER/MICHEL LOTS (345 SPACES)
- (18) FAYETTE/MONROE LOT * (43 SPACES)
- (19) RIVERFRONT VILLAGE (162 SPACES)
- (20) CATERPILLAR/CITY LOT * (280 SPACES)
- (21) CIVIC CENTER LOT (231 SPACES)
- (22) FIRST MID ILLINOIS BANK DECK (359 SPACES)
- (23) RIVER STATION (38 SPACES)
- (24) MICHEL - WEST LOT (80 SPACES)
- (25) CAT LOT * (308 SPACES)
- (26) RIVERPLEX (452 SPACES)
- (27) STAYBRIDGE HOTEL
- (28) FAYETTE/GLENDALE AVE LOT * (30 SPACES)
- (29) MADISON/FAYETTE ST. LOT * (20 SPACES)
- (30) 200 FAYETTE ST. LOT * (61 SPACES)
- (31) SPALDING/MADISON ST. LOT * (127 SPACES)
- (32) SPALDING/GLENDALE AVE. LOT * (12 SPACES)



NOTES:
* SOME RESTRICTIONS MAY APPLY

PARKING METERS: BLUE—10 HOUR, GREEN—4 HOUR, YELLOW—2 HOUR, WHITE—2 HOUR, BRONZE—30 MIN

MULTI-METER PAY AND DISPLAY AREA AROUND MUSEUM BLOCK ON LIBERTY, WATER & MAIN



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