



ILLINOIS SPIRIT OFFICIALS ASSOCIATION

Dance Invitational Manual

HOSTING AN INVITATIONAL

IHSA member schools agree to enter into contests that follow the rules set forth by the National Federation of High Schools, modified by the IHSA (by-law 2.010). Please go to IHSA.org on the dance page for a copy of the Competitive Dance Terms and Conditions.

OFFICIALS

Host schools should hire IHSA officials (by-law 2.080). Host schools will need to hire a minimum of 4 officials: 3 panel and 1 technical. Be sure to hire one of your panel officials as your head official. The head official is responsible for quality control and proper assessment of the rubric among the panel officials. Your head official can be a scoring official at an invitational. Head Officials are those listed as a "C" on the IHSA Officials Directory. At larger invitational's you may want to hire two sets of officials, including 2 tech officials.

Per the IHSA recommendations, post contest conferencing between officials and coaches is not permitted. The head official can be available to discuss mathematical errors or legality questions. These discussions should be conducted with a tournament manager present.

OFFICIALS PAY

The ISOA has made the following recommendations for rate of pay:

Weekend Invitationals:

- Base pay of \$200 with a \$50 per hour increase for each hour over 4 hours.

Weekday Invitationals:

- Base pay of \$125 with a \$50 per hour increase for each hour over 2 hours.

It is recommended hosts pay officials at a rate of thirty (30) cents per mile for all mileage in excess of 70 miles round trip. Compensation is not required for trips of less than 70 miles round trip.

Payment to officials should be made on the day of the event. If your district needs forms filled out in order for checks to be cut, please do so ahead of time.

FACILITY SET UP

If space allows, a "horse shoe" set up is recommended or a standard basketball court set up. Elevate the panel officials on a platform if possible and include the tech official on this panel. This table does not need to be elevated.

Rope off the performance and judging area from the spectators.

Doors to the gym will need to be shut while teams are performing. Please designate people to man the doors.

WARM-UP GYM

The warm-up area needs to have two separate stations: stretching & a routine warm-up area. Time allowed at each warm-up location should follow the IHSA Terms and Conditions.

The contest host will need to provide people to work in the warm-up area. It is best to have people at each area to help teams move from one area to the next once their time has expired.

Provide each team with a host school liaison to escort teams from their holding area, through the warm-up process, and to the competition floor.

ANNOUNCER

The announcer is responsible for the tone of the day. The announcer will be in constant communication with the head official. The announcer should let the spectators know who is on the floor, on deck and in the hole. As a team is ready to take the floor, the announcer will say the school name, the head coach, their colors and mascot.

SCORING PROGRAM/ TABULATION ROOM

The host schools is responsible for supplying the scoresheets.

Use of the IHSA spreadsheet program is best. Each panel officials score needs to be entered for each category (10 categories per official) and sub totaled per official). There needs to be one technical entry and one legality entry. The routine time will also be entered for each team.

Team scores will be listed as follows: Raw Score, Deductions, Legalities, Total Score.

The *Raw Score* is determined by adding the 3 panel official's scores and dividing by 3. From the *Raw Score* you will subtract the deductions and legalities to achieve the *Total Score*. The final placement is determined by the *Total Score*. The total score should be less than 100 total points.

Example: 80, 79, 82 = 241/3 = 80 raw score – 2 deductions = **78 final score**

It is important to have at least two people running the tabulation room as the competition is happening. One person enters the scores and the second person verifies that the scores, deductions and times were entered correctly. Once verified, the score sheets and a copy of the team score from the computer can be put in a packet for the team to pick up at the end of the day.

Once the division is finished, the overall standings can be run and each team in that division will need a copy of that page in their packet as well. Team packets are not released until awards have been announced.

Please contact the ISOA if you need assistance with your scoring program.

RUNNERS, TIMERS, DJ, SOUND SYSTEM

Runners—will need to take the score sheets from the performance area to the tabulation room. Each team will receive 3 panel score sheets, a deduction/legalities sheet. The runner will take the score sheets from the head official once they have been verified.

Timers—Plan to have a minimum of 2 timers with stop watches. 2 timers will time the entire routine. The timers will need to be located near the technical officials. After each performance, one of the technical officials will record the time from the timers.

DJ/Sound System—Music can make or break a competition. Consider hiring a DJ with competition experience. Sound needs to be clear and at a good volume for a full gym. Sound systems that have a tendency to skip or muffle the music can hurt a team's overall performance.

OPEN DATES

Once your school has your tournament structure organized and dated selected, you can list the competition online in the IHSA Schools Center under the link for "Open Dates."