

# March Madness™ Information



**IHSA®**  
**BOYS BASKETBALL**

Call: (309) 663-6377

Fax: (309) 663-7479

To: Principal  
From: Kurt J. Gibson  
Date: March 2018  
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 our boys' basketball webpage at [www.ihsa.org](http://www.ihsa.org), 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
- 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
- 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 for the state finals as well as information from the Peoria Pere Marquette Hotel and Courtyard Inn, the host hotels 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. If you can't attend this meeting, please let me know. 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.

# 2018 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 at the Peoria Pere Marquette Hotel and Courtyard Inn for the state finals weekend. The Peoria Pere Marquette is located less than a block away from the Peoria Civic Center. Additional information on the property is 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 the Peoria Pere Marquette is Aaron Hodel, and Mr. Hodel can be reached at 309.637.6500.

### 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 to State Final Site:	Flat Rate Reimbursement
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 600 general admission tickets 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.

Money received for the sale of the enclosed tickets, along with any unsold tickets **MUST** be returned to the Toyota Box Office at the Peoria Civic Center 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 an additional seat for your team bench.)

**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 “Competing Team: Participant” or “Competing Team: Team Personnel” 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 Wilson, 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. 3<sup>rd</sup> 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.

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.

**C.** Awards to all teams will be made following the championship game of each class.

#### 14. Passes: (Participant, Competing Team Personnel, 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 (up to 15) & Competing Team Personnel (up to 7) (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 up to 15 participant passes for use by the 15 team members and up to 7 competing team personnel passes for coaches and staff. Only a maximum total of 22 Participant Passes and Competing Team Personnel will be issued to each team. Please distribute the participant 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 (North end, lower level). A Participant Pass is good for all tournament sessions. 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", "Competing Team Personnel" 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 or Competing Team Personnel 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 or competing team personnel 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:

During state final play this year, one full timeout each quarter is provided for television and they are not charged to the teams. In addition to the television time out each quarter, teams will be allowed their full complement of three full and two 30 second time outs. This 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.



The IHSA governs the equitable participation in interscholastic athletics and activities that enrich the educational experience.

**To:** Athletic Director  
Boys Basketball Final Four School

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

**Date:** February 26, 2018

**Re:** State Finals Medical Coverage

For your convenience, there will be two Illinois 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, Orthopedics and Dentistry.

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) 272-0271 (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 February 2018

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# IHSA Cheerleading Information



[www.ihsa.org](http://www.ihsa.org) • [general@ihsa.org](mailto:general@ihsa.org) • Phone: 309-663-6377 • Fax: 309-663-7479

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Congratulations on your advancement to the IHSA state final. 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 8-count dances to run with the pep band music.
- The national anthem will be sung prior to each session on Friday at 11:00 a.m. and 5:30 p.m. and on Saturday prior to each championships game at approximately 12:45 p.m. and 7:15 p.m.
- 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.
- Sideline cheerleaders must stay behind the 3 ft. safety zone and keep a safe distance from officials working the game on the sideline.
- 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).
- 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 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.
- Please remember that cheerleaders are **not allowed** to take the floor during 30-second time-outs. During regular time-outs cheerleaders can safely take the floor (watching for officials and game personnel).
- 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). They can continue cheering for the last 15 seconds at the sideline.

- 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 and can continue cheering the last 10 seconds at the sideline.
- 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 halftime. Promotional scheduled halftime 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, and twisting tumbling. 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** – Susie Knoblauch, Assistant Executive Director – Mobile - 309-530-0892  
 Illinois High School Association 2715 McGraw Drive, Bloomington, Illinois 61704.  
 Phone - 309-663-6377 Fax - 309-663-7479 [sknoblauch@ihsa.org](mailto:sknoblauch@ihsa.org) [www.ihsa.org](http://www.ihsa.org)

# Illinois High School Association

2715 McGraw Dr  
Bloomington, IL 61704  
(309) 663-6377 Fax: (309) 663-7479  
[www.ihsa.org](http://www.ihsa.org)

To: Boys' Basketball State Finals Qualifiers  
From: Kurt Gibson, IHSA Associate Executive Director  
Subject: State Basketball Tournament  
Date: March 2018

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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. On Friday and Saturday, teams are to enter the Civic Center through the Chief's Club entrance located outside on the east end of the Civic Center. Only those team members and coaches with the appropriate pass will be allowed to enter through this entrance. Persons without the appropriate pass will not be allowed access through the Chief's Club entrance; there will be no exceptions.

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[www.ihsa.org](http://www.ihsa.org)

To: Boys' Basketball State Finals Qualifiers  
From: Kurt Gibson, IHSA Associate Executive Director  
Subject: Fan Bus Unloading  
Date: March 2018

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Each participating school at this year's state finals is required to contact the Peoria Civic Center parking department in advance of the tournament to inform PCC staff the number of fan buses the school will be bringing each day of the tournament. Competing schools must contact the PCC parking department at (309) 680-3685 or [parking@peoriaciviccenter.com](mailto:parking@peoriaciviccenter.com)

Fan buses will check in each day at the circular drive lane in front of the Civic Center on Jefferson Street. Upon arrival, PCC parking staff will be on hand to direct buses to the proper drop off, pick up and facility entrances to enter the arena for your fans and chaperones. Your drop off and pick up location may change each day, please check in both days.

Buses will be given identifying signs for the drivers to place in the bus windshield with times and location for pick up. Maps will be provided indicating parking locations, check in location and drop off/pick up locations.

As your student fans and chaperones leave the Civic Center, Civic Center staff will be located at strategic locations to help direct everyone to the proper pick up location. It is our hope that these efforts will make things easier for your school's fans, chaperones, and bus drivers.

### 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](mailto: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](mailto: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.*

# Do What's Right! Sportsmanship

## DWR! EXPECTATIONS

- ❖ Represents their school and community well with positive interaction with opposing fans and players.
- ❖ Uses positive yells, chants, songs or gestures.
- ❖ Display modesty in victory and graciousness in defeat
- ❖ Respect and acknowledge the integrity/judgment of officials.
- ❖ Exhibit positive behavior with opponents and fans before, during and after the contest.

## Acceptable Behavior...

- 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.
- 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 the game officials.
- Spirit Participants 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 the team.
- Encourage surrounding people to display 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 spirit participants.
- Use of profanity or displays of anger that draw attention away from the game.
- Doing own yells instead of following the lead of spirit participants.

## Peoria Civic Center/ IHSA Boys Basketball Tournament



### Welcome to the Peoria Civic Center

The Peoria Civic Center is committed to providing everyone a safe and enjoyable experience. Please review the entrance map above and prohibited items listed below before your arrival at the event.

Metal Detectors will be used for the tournament play in the Arena.

The March Madness Experience entrances will be utilizing bag checks only.

We appreciate your patience and cooperation.

Please plan to allow extra time to find a parking space.

Besides the two Peoria Civic Center parking lots, there are also a number of parking decks in the vicinity.

Doors to the Arena will open 1 hour prior to tip off of the first game of the session.

Please plan to arrive with enough time to pass through the security lines.

\*You may have to wait outside for a limited amount of time.

In accordance with industry standards, the Peoria Civic Center has added security measures to all shows.

All bags will be checked upon entering the venue. Purses must be 13" by 15" by 6" or smaller.

The following items are prohibited to enter the venue: pocket knives, large bags, briefcases, professional cameras, video cameras, audio or video recording devices, laser pointers or noise makers, weapons of any kind including mace, knives or guns, outside food or beverage items, illegal drugs or paraphernalia, selfie sticks, Go Pros, coolers, umbrellas, blankets, lawn chairs, bottles of any type, fireworks, large chains or spiked bracelets, wallet chains, waist packs, camel packs, signs of any kind, luggage of any kind and any item deemed by Peoria Civic Center Staff as a potential threat to public safety. The Peoria Civic Center will be utilizing metal detectors and/or pat down searches for the arena events.

\*Leave any prohibited items in your vehicle as these items will be confiscated and discarded upon entry.

Questions? Call (309)673-8900 or email [CustomerService@PeoriaCivicCenter.com](mailto:CustomerService@PeoriaCivicCenter.com)

