



**2015-2016
ARCHERY CHAMPIONSHIPS
REGION TOURNAMENT INSTRUCTIONS
AND PROCEDURES FOR TEAMS AND
MANAGERS**



REGIONAL TOURNAMENT INFORMATION FOR TEAMS AND MANAGERS

In this manual are details for both teams and managers, about the conduct of the regional Archery Tournaments.

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KHSAA ARCHERY TOURNAMENT MANAGER AND TEAM INSTRUCTIONS

- Please refer to the Kentucky High School Athletic Association Handbook for rules and regulations governing archery tournaments. You should familiarize yourself with these rules, which can be found in the KHSAA Competition Rules

REGIONAL ENTRY PROCEDURE

- Registration for the tournaments takes place online at the link listed at the end of these instructions
- A tutorial on the entry process is available through the link listed at the end of these instructions

COMPETITION DATES AND LOCATION

- Regional meets will be hosted by managers in each of the 10 regions. A complete list of tournament sites and managers is available on the KHSAA website and at the link listed at the end of these instructions.
- The date of the 2016 KHSAA State Archery Tournament is April 21st at the Kentucky Basketball Academy in Lexington, KY (273 Ruccio Way, Lexington, KY 40503).

PARTICIPANTS DESIGNATED TO COMPETE

- The 24 person roster should be turned in to the regional host before the tournament date for the team. There is no minimum number of contests needed to be eligible to compete in the region or state competition.

FUTURE REGION SITES

- Discuss a site selection plan for future tournaments at a meeting of coaches and submit form GE58 with this information. You must confirm a minimum of regional sites for the next three years at this meeting.
- A link to the form is at the end of these instructions. Once a site selection plan has been determined, it should be emailed to jison@khsaa.org and will then be posted on the KHSAA website.

REGION FORMAT, RULES AND QUALIFYING FOR STATE

- Each Team with a minimum 12 shooters (24 maximum) will shoot one flight (Three 10-Meter Scoring Ends and Three 15-Meter Scoring Ends). The top twelve (12) scores will be combined to determine the team score.
- The winning and runner-up team at each regional competition shall advance to the state competition.
- In addition, any individual (boy or girl) finishing in the top three (3) at each regional competition that is not advancing with a team, shall advance to the state competition as an individual.

REGIONAL PRE-TOURNAMENT GUIDELINES

- Range assignments will be made ahead of time and given out to the coaches before arriving at the regional tournament. This shall be sent to all schools before the date of the competition and will help teams and fans know where to go when they arrive at the site.
- Arrival and warm-up times will be designated by the regional manager and adhered to by the participating schools.
- A coaches meeting should take place before the event begins. The officials will be introduced and conduct the rules portion of the meeting. Please ask any questions you might have during this period.

ADMISSION

- All teams should be reminded that this is not a "home" match for anyone, and that the ticketing policies and allocations must be the same for all competing teams.
- The KHSAA suggests an admission of no less than \$5 for general admission. Admission at the state tournament will be \$10.

FINANCES

- All net proceeds, after expenses approved by the participants (including a loss), shall be divided among the teams in a region based on a plan approved by majority vote.
- Any entry fee designed to curb the costs of the tournament shall be agreed to by all member schools in the region prior to the tournament.
- All schools in a region should have adopted a plan for distribution of proceeds or deficits. If there is a dispute, you may contact the KHSAA.
- Send your financial report to the Commissioner by the published date. You may email this to jison@khsaa.org.
- Managers must use the proper KHSAA Form as supplied for reporting the tournament finances. For your convenience, the following explanations are given.

TOURNAMENT OFFICIAL

- The tournament official shall be introduced at the coaches meeting and shall settle any disputes about Archery rules and scoring procedures.
- This person will likely be a NASP liaison who will assist the host school manager with the Archery aspects of the tournament.

INCLEMENT WEATHER

- While it would be ideal if all parties could agree on any re-scheduling of tournaments necessitated by inclement weather or other natural events, this may not be practical.
- It is the duty of the tournament manager, in consultation with the participating teams, to make decisions with regards to re-scheduling in the event of postponement and ensure that all teams, media outlets and schools are properly notified.

RESULTS

- It is the tournament manager's responsibility to post the standings and results throughout the tournament. The manager will also report the results to the KHSAA to be posted to the Archery page of the website.
- After the Regional Tournament is completed, download and fill out Regional Results Form AR101. There is a link to this form at the end of these instructions.
- The form should be filled out electronically and returned via email, so that we may easily post the results to the KHSAA website. Forms filled out by hand will not be accepted.
- The completed form should be sent to the KHSAA immediately following the event's conclusion. Send to the email address arresults@khsaa.org.

AWARDS

- The KHSAA Board of Control has contracted with Rihards.com of Smiths Grove, KY to supply the official KHSAA region and state trophies/awards for the 2015-2016 tournaments.
- The awards will be shipped via FedEx. The afternoon Rihards ships the awards you will receive an email with the FedEx tracking number.
- Once you receive your awards, please inspect each and every one for damage, correctness or any other issues. If you have any issues, please call Terrena in Customer Service at Rihards (800-274-4373 or 270-563-5133) between the hours of 9:30 a.m. and 4:30 p.m. (CT). You may also email Rihards at khsaa@rihards.com.
- In the email with the tracking number, you'll also have a special link to the Rihards.com website which will let you confirm with a mouse-click that you received your awards in good condition.
- Trophies are to be paid for by the tournament manager on behalf of the tournament.
- The total cost for regional items is \$139.58 and your package should consist of the following:
 - One region champion trophy
 - One region runner-up trophy
 - One Champion Medal
 - One Runner-up Medal
 - One 3rd and 4th place Medal

MERCHANDISE, TRADEMARK AND MEDIA RIGHTS AND USE OF MARKS

- The intellectual property, corporate, broadcasting and media rights to the postseason rounds prior to the state finals belong exclusively to the KHSAA, including titling agreements and sponsorships.
- No member school can sign an exclusive agreement for a postseason round (district, region, semi-state, section) without agreement between the schools and approval of the KHSAA Office including full compliance with the restrictions of the NFHS Network and the KHSAA participation in the network.
- The Commissioner is the manager of all rounds of other championship play, but in accordance with adopted Competition Rules, may designate a manager to assist at the local level. No web streaming may be approved for any outlet without the payment of the requisite fee as mandated by the KHSAA / NFHS Network agreement, with the sole exception of a waiver for those schools participating in the School Broadcast Program of the NFHS Network. The fee schedule will be published annually by the Commissioner's office.
- At all levels of competition during postseason play, control of media access and location at those contests is with the KHSAA. In general, the management of those rights may be assigned to the manager at the host KHSAA member school for the district, region and (semi-state) competition.
- At all levels of competition, including district, regional, sectional, and state competition in KHSAA sponsored tournaments and meets, managers are encouraged to make allowances for members of the television media to tape the contests at no charge to the media outlet, as long as the taping is for the sole purpose of newscast highlights.
- Entities desiring to tape the contest for delayed rebroadcast shall have the permission of the event manager.

- At the discretion of the event manager, and if space is available and if such taping does not violate existing, acknowledged, written copyright protection or intellectual property agreements, participating teams in KHSAA events shall be allowed space, for the purpose of recording the contest. Such broadcast may not be re-broadcast in any form including internet and social media.
- If space is deemed to be available, the tournament manager has the right to designate a specific area for the purpose of taping, and allow taping only in that area.
- It shall be solely the determination of the event manager as to space availability.
- If the tournament manager deems that space is available, each participating school choosing to tape or film is required to sign a waiver indicating that the Association shall be held blameless for any and all liability to those parties involved in the taping, and that the school shall make no copies of the tape or film.

SECURITY

- It is the responsibility of the tournament manager to secure adequate police protection, and other security precautions as necessary. Since the coach needs to devote full attention to the team, someone other than the coach must deal with any outside difficulties.
- Unsporting conduct by spectators is a growing concern.
- The presence of a contest supervisor sends the message that unsporting behavior will not be tolerated.
- The KHSAA recognizes the added burden this places on school districts, but requests it to improve the environment at the event for players and coaches.

WEBSITE LINKS AND FORMS

- Competition Rules for Archery - <http://khsaa.org/handbook/competitionrules/arcompetitionrules.pdf>
- Online Tournament Registration - <http://nasptournaments.org/>
- Tournament Entry Tutorial - <http://nasptournaments.org/tutorials.aspx>.
- Online Guide - <http://nasptournaments.org/ClientSoftware/downloads/NASPPROTournamentInstructions.pdf>
- Current Year Alignment - <http://khsaa.org/current-archery-alignment/>
- Current Year Regional Managers- <http://khsaa.org/archery/2016/archeryregionalmanagers.pdf>
- Archery Results Template - <http://khsaa.org/forms/ar101.xls>
- Financial Report (GE53) for Region <http://khsaa.org/forms/ge73.pdf>
- Regional Site Selection Form (GE 58) <http://khsaa.org/forms/ge58.pdf>

KHSAA COMPETITION RULES

Governing Archery

(Adopted by the Board of Control)

(Where these rules refer to the Commissioner, they shall refer to the Commissioner of the KHSAA. Sports specific duties may be appropriately delegated to a member of the Commission for the implementation of these rules. See Case Situations for specific rulings and interpretations used to administer these provisions)

I) ASSIGNMENT OF SCHOOLS

A) Alignment of Teams for Postseason Competition

The Kentucky High School Athletic Association shall sponsor postseason competition in archery, provided that there is sufficient interest of the membership and such is approved by the Board of Control. The Commissioner shall divide the state into geographic sections with the approval of the Board of Control.

As of August 15, 2015, the alignment for archery is as follows:

REGION 1 – Calloway County, Community Christian (Paducah), Graves County, Henderson County, Hopkins County Central, Lyon County, Madisonville-North Hopkins, Marshall County, Murray, Paducah Tilghman, Trigg County, Webster County

REGION 2 – Apollo, Breckinridge County, Butler County, Christian County, Clinton County, Cumberland County, Edmonson County, Franklin-Simpson, Frederick Fraize, Glasgow, Grayson County, Greenwood, Hancock County, Hopkinsville, Logan County, Meade County, Metcalfe County, Muhlenberg County, Ohio County, Russellville, South Warren, Trinity (Whitesville), Warren East

REGION 3 – Bardstown, Bethlehem, Central Hardin, Elizabethtown, Hart County, John Hardin, Nelson County, North Hardin, Taylor County, Thomas Nelson, Washington County

REGION 4 – Assumption, Atherton, Beth Haven, Bullitt Central, Bullitt East, Butler, DeSales, DuPont Manual, Holy Cross (Louisville), Mercy, Moore, North Bullitt, Pleasure Ridge Park, Portland Christian, Presentation, Sacred Heart, St. Xavier, Trinity (Louisville), Valley, Valor Traditional, Waggener

REGION 5 – Anderson County, Grant County, Oldham County, Simon Kenton, Spencer County, Williamstown

REGION 6 – Augusta, Beechwood, Bracken County, Calvary Christian, Dixie Heights, Harrison County, Notre Dame, Pendleton County, Ryle, Scott

REGION 7 – Berea, Bryan Station, Frankfort, Franklin County, George Rogers Clark, Henry Clay, Lafayette, Lexington Christian, Madison Central, Madison Southern, Mason County, Montgomery County, Paris, Paul Laurence Dunbar, Scott County, Tates Creek, Western Hills, Woodford County

REGION 8 – Boyle County, East Jessamine, Lincoln County, McCreary Central, Mercer County, Pulaski County, Rockcastle County, Somerset, Southwestern, Wayne County, West Jessamine

REGION 9 – Breathitt County, Clay County, Corbin, Estill County, Jackson County, Jenkins, Knox Central, Lee County, Leslie County, Letcher County Central, Lynn Camp, North Laurel, Owsley County, Perry County Central, South Laurel

REGION 10 – Allen Central, Ashland Blazer, Betsy Layne, Boyd County, East Carter, Elliott County, Fairview, Johnson Central, Menifee County, Paintsville, Pikeville, Prestonsburg, Rowan County, Russell, South Floyd

II) DATES AND SITES FOR POSTSEASON COMPETITION

A) Dates for Competition

- 1) The Commissioner with the approval of the Board of Control shall determine the dates of the region and state competitions.
- 2) All competitions shall be held within the dates indicated on the Memorandum Calendar unless otherwise approved by the Commissioner and recommended by a vote of the participating school representatives.
- 3) Schedule conflicts with other academic required activities will be resolved by the office of the Commissioner.

B) Sites for Competition

- 1) The Commissioner shall make the determination of the region competition sites.
- 2) Schools interested in hosting may submit a request after consulting with the designated member of the Commission. The prospective host may be asked to supply information relating to seating and parking facilities and such other information as may be requested by the Commissioner.
- 3) The Commissioner's office may use a requested site selection

plan as a guide, but is not bound by this plan in determining the sites.

4) Only schools which are members of the Association prior to January 1 of the year in which the meet is held, and already having a suitable facility for hosting the meet shall be allowed to apply, and only those competing in the current year will be allowed to vote for the region meet site selection plan.

5) The region host shall acquire all permits needed to conduct such competition.

6) The Board of Control shall determine the site of the state finals after receiving the Commissioner's recommendation, and shall be guided by competition equipment, necessary hotel facilities, playing facilities, and community/area support.

III) COMPETITION MANAGERS, MEETINGS AND PAIRINGS

A) Selection of Competition Manager

1) The Commissioner will appoint a manager for each of the region meets, and shall serve as the manager for the state meet. The Commissioner may appoint as many assistant managers as deemed necessary to manage the event.

2) It is the duty of each region manager to notify all schools participating in the competition as to the time and place of the competition, to supply him or her with entry material and instructions, to invite their participation, and make all arrangements to conduct the competition.

3) It is an explicit duty of each competition manager to inform the association IMMEDIATELY as to the entries / results when requested by KHSAA staff and according to the time deadlines provided including the actual site of the competition. The receipts of a competition may be assessed a fine (levied against the manager) for failure to comply with these provisions.

4) The Commissioner shall serve as the manager for the state competition and may appoint as many assistant managers as deemed necessary to manage the event. The Commissioner will direct all of the business necessary to conduct the state competition.

5) Each competition manager shall appoint (in addition to him/herself) a competition committee of at least three (3) participating coaches or school administrators. The decision(s) of the competition committee shall be final in matters pertaining to the KHSAA Archery Competition Rules.

6) Neither the KHSAA Office nor the Board will review competition committee decisions, whether alleged errors are due to faulty judgment or misinterpretation of the rules.

IV) ELIGIBILITY TO ENTER COMPETITION PLAY AND SUBSTITUTIONS

A) Roster Requirement

1) Enrollment Requirement for this Sport-Activity

a) To be a contestant on a member school team, a student must, on Friday of each grading period, be enrolled as a full-time student in at least four hours of instruction as provided in Kentucky Board of Education regulation 702 KAR 7:125 (of the six hours of instruction required) or the equivalent of four hours of instruction acceptable to graduation at the member school he or she desires to represent in order to be eligible for athletics.

b) A student repeating a grade for any reason is ineligible to participate in interscholastic athletics at the high school level (grades 9 through 12) during the second year in that grade.

c) A pupil in grades 7 & 8 may play on the high school team provided that the elementary school, middle school or junior high school where the student is enrolled is under the direct administrative supervision of the same board of education as the member school the student desires to represent. If the local Board of Education has an adopted and enforced defined feeder pattern for the middle/junior high school students under the Board, participation at the high school level is restricted to the schools within that pattern (feeder school).

2) Each school shall enter an unlimited number of contestants on an electronic roster via the KHSAA website and online participation tracking system by the published deadlines.

3) This roster may be revised throughout the regular season and shall serve all roster purposes in these rules.

4) On the first day of postseason play, these rosters shall be locked so that no additional contestants may be added, deleted or

- revised following this date, thereby creating the final eligibility list for competition play.
- 5) After this time, the only revisions allowed to the overall roster will be to correct a documented clerical error as approved by the Commissioner.
- B) Team Photo Requirement
Each school shall submit a properly identified team photograph in compliance with published deadlines and directives.
- C) School Entry into Regional Competition
- 1) A team consists of 12-24 students.
 - 2) After this entry, the only revision allowed will be to correct a documented clerical error as approved by the Commissioner.
- D) Withdrawal after Entry Deadline
- 1) No school which enters a region or state competition (draws for place) shall withdraw from the competition.
 - 2) If a school withdraws from a region or state competition at any time following the deadline for entry at the region competition, that school shall be penalized in accordance with Bylaw 27.
- E) Minimum Number of Contests
There is no minimum number of contests needed to be eligible to compete in the region or state competition.
- F) Advancement to State Competition
- 1) The winning and runner-up team at each regional competition shall advance to the state competition.
 - 2) In addition, any individual (boy or girl) finishing in the top three (3) at each regional competition that is not advancing with a team shall advance to the state competition as an individual.
 - 3) A team will comprise of a minimum of 12 total shooters for that school. A school may shoot up to 24 at the region.
- G) Substitutions
- 1) Substitutions may not be made at the regional competition following the initial entry.
 - 2) Following the regional, substitutes for the members of a qualifying team may be made from the list of individuals on the online roster.
 - 3) There are no substitutes for individual qualifiers.
- V) UMPIRES / OFFICIALS / RULES
- A) Officials for all KHSAA sponsored championship competition (region and state) shall be selected by the Association staff in consultation with NASP®/KYNASP® representatives.
- B) The NASP®/KYNASP® rules officials shall, in conjunction with the competition manager, establish the conditions of play at the region and state competitions.
- C) Tournament Format
- 1) Region
 - a) Each Team with a minimum 12 Shooters (24 Maximum) will shoot one flight (Three 10 Meter Scoring Ends and Three 15 Meter Scoring Ends). The top 12 scores will be combined to determine the team score.
 - b) The winning and runner-up team at each regional competition shall advance to the state competition.
 - c) In addition, any individual (boys or girls) finishing in the top three (3) at each regional competition that is not advancing with a team shall advance to the state competition as an individual.
 - 2) State
 - a) Each team will shoot one flight (Three 10 Meter Scoring Ends and Three 15 Meter Scoring Ends). The top 12 scores will be combined to determine the team's score.
 - b) The four teams with the highest first flight scores will advance to the medal round.
 - c) The Medal Round will involve these four teams who will complete a flight to determine placement for awards. Champion, Runner-up, Third place and fourth place teams.
 - d) Individual medals will be given to the top eight (8) individual finishers (boys or girls) at the state tournament.
- VI) CHAMPION, TROPHIES AND AWARDS
- A) Champion
- 1) The champion of each region competition will be the team with the highest score (sum top 12 archers).
 - 2) The champion of the state competition will be the team with the highest score.
- B) Trophies and Awards
- 1) Region
 - a) Trophies will be given to the team winner and runner-up at

- each region.
 - b) Individual medals will be given to top four (4) individuals (boys or girls) at each region competition.
 - 2) State
 - a) Trophies and individual medals will be awarded to the teams finishing first, second, third and fourth place teams at the state tournament.
 - b) Individual medals will be given to the top eight (8) individual finishers (boys or girls) at the state tournament.
 - c) The Association will bear the costs of all trophies and medals at the state tournament.
- VII) FINANCES AND PASSES
- A) Region
- 1) The finances of the region competition will be managed at the region level.
 - 2) The trophies and medals at the region shall be paid from the gate receipts of that tournament.
 - 3) The region competing schools shall decide any distribution of net profit/loss, which shall be shared. All gross receipts prior to any distribution shall include any applicable advance payment made by teams to help offset event costs.
- B) State
- 1) The Association will finance the state competition.
 - 2) Schools are responsible for the expenses of competitors participating in the state competition.
- C) Passes
- 1) Each school will receive passes for all qualifiers.
 - 2) Only people with passes will be allowed in the range and lane area.
- VIII) SPECIAL COMPETITION AND REGULAR SEASON RULES
- A) Competition Rules
- 1) KHSAA championship competition shall be conducted in accordance with NASP® competition rules. These rules shall be posted on the KHSAA website as updated.
 - 2) Additional rules otherwise developed by the KHSAA may be implemented in competitions played in Kentucky and will be distributed to the membership when relevant.
 - 3) Detailed and binding instructions, both for managers and participating teams, shall be published on the KHSAA website.
- B) Competition Tie Breakers
- 1) Individual competition tiebreaker shall:
 - a) begin by comparing total score, then # of 10's, 9's, 8's, etc.
 - b) If a tie persists, a shoot-off will take place prior to the awards ceremony.
 - i) Tied individuals will shoot a 5-arrow warm-up end at 15 meters.
 - ii) Then a 5-arrow scoring end at 15 meters.
 - iii) If still tied, a single arrow shot from 15 meters, closest to the middle of the target's center will break the tie.
 - 2) Team Competition tiebreaker shall:
 - a) begin by comparing total score, then # of 10's, 9's, 8's, etc.
 - b) If a tie persists, begin by each team selecting five archers from their teams.
 - i) These five archers from each team will shoot a 5-arrow warm-up end at 15 meters and then a 5-arrow scoring end at 15 meters.
 - ii) The combined scores of team members will be compared to break the tie.
 - iii) If a tie persists both teams will choose one shooter who will shoot a single arrow shot from 15 meters, closest to the middle of the target's center will break the tie.
- C) Equipment
- 1) Only equipment specified for use in the NASP® program may be used in competition.
 - 2) Only the stock (original) unmodified Genesis™ bow approved for NASP® may be used.
 - 3) Only the stock (original) unmodified Easton 1820 arrows approved for NASP® may be used.
- D) Uniforms
- 1) School uniforms must be worn during competition.
 - 2) School uniforms can have the school name and/or logo and the student's name on them.
 - 3) Sponsorships may be secured, but may not be from companies that manufacture alcohol or tobacco products.

- 4) Any sponsorship the school has secured may be displayed on the uniforms of the competitors.
- E) Unsportsmanlike Conduct
- 1) Managers and officials have the strictest instructions to disqualify any contestant/coach/captain/pilot and/or other person guilty of profane or indecent language or of gross unsportsmanlike conduct.
 - 2) If contestants or people from any school entered in a state series are found guilty of carelessness or maliciously breaking, damaging or destroying property or equipment belonging to the host site, such school shall be held responsible for costs incurred.
- F) Insurance Coverage
- 1) The schools and students will be responsible for any equipment related insurance and other necessary insurance as in any other sport or sport activity the KHSAA conducts.
 - 2) All member schools are reminded to take precautionary steps to ensure that all equipment and product safety risk measures are taken including insurance coverage.
 - 3) The KHSAA shall have catastrophic medical coverage for both the regional and state competitions.
- G) Other
- 1) Tobacco Products: No coach, contestant or any other person connected with a team shall be permitted to use tobacco products in the competition area, either during practice or while a contest is in progress.
 - 2) Alcohol: The possession, distribution, sale and/or consumption of alcoholic beverages are prohibited at the site and on any affiliated property of any KHSAA state series contest. State series hosts are required to make all state series contest sites and any affiliated property, including parking lots, fan accommodation areas, and other school or event venue property, alcohol free zones on the date or dates of any KHSAA event being held at the site. Violation of this policy by an event host will subject the host to a penalty for violation. Such penalty may include but not necessarily be limited to prohibition against subsequent event hosting assignments.

CASE SITUATIONS RELATED TO THE COMPETITION RULES of the KENTUCKY HIGH SCHOOL ATHLETIC ASSOCIATION

Specific case situations are contained in this section of the KHSAA Handbook which are interpretations and rulings which have been made by the Commissioner in accordance with applicable provisions of the KHSAA Constitution. These interpretations supplement the printed rules but do not in any manner substitute for the actual rule. Many of these rulings have established precedent for the interpretation or enforcement of these provisions, and remain in place until further altered, re-interpreted, or otherwise set aside. Specific inquiries not addressed by published interpretations should be submitted in writing to the Commissioner of the KHSAA, 2280 Executive Drive, Lexington, KY 40505. Interpretive questions or eligibility rulings shall be requested and issued in writing.

Case CR-1- What is the purpose of the Competition Rules of the KHSAA?

In many sports and sports activities, there are decisions that have to be made to establish a framework for competition. These rules (different than the Playing Rules) establish alignments, bracketing provisions and championship arrangements. In all cases, the Board of Control has final jurisdiction over the Competition Rules.

Case CR-2- What are the current championships of the KHSAA?

The KHSAA sponsors (sanctions) sports championship events in the fall, winter and spring seasons. Fall championships are considered to be cross country (boys and girls), field hockey, golf (boys and girls), soccer (boys and girls), volleyball (girls), and football (combined); winter championships are basketball (boys and girls), wrestling (combined) and swimming and diving (boys and girls); spring championships are baseball (boys), softball (fastpitch for girls), tennis (boys and girls) and track and field (boys and girls)

In addition, the KHSAA sponsors (sanctions) a state championship in the Sport Activities of Archery (combined), Bass Fishing (combined), Bowling (Boys and Girls) and Cheer (All Girl and Coed divisions).

Case CR-3- What sports and sport activities are insured by the KHSAA?

The KHSAA Board of Control will purchase Catastrophe Insurance, using the member dues and tournament receipts, to insure the student-athletes who compete in the sanctioned sports and sport activities of the KHSAA. In addition, students serving in a support capacity at those sponsored events (managers, trainers, sideline cheerleaders (providing they comply with the NFHS rules restrictions).

Such insurance coverage shall be in force from the first day of the Bylaw 23, Limitation of Seasons in a sponsored sport or sport activity, through the last day, provided such competition complies with all parts of the Bylaw and its individual competitors comply with all applicable KHSAA bylaws. The deductible for this policy shall be published in a timely manner to ensure that the school and student-athletes have adequate opportunity to comply with Bylaw 12.

The KHSAA Board of Control will purchase General Liability Insurance, using the member dues and tournament receipts, to provide for General Liability coverage for the Association and its agents and assignees, in all KHSAA sponsored competition in all sports (postseason) for which the Association sponsors a championship. The Commissioner shall ensure through all forms of due diligence, that all levels of these sponsored championships are conducted in accordance with applicable KHSAA Competition Rules in order to maintain the integrity of the policy.

Case CR-4- How many schools are required to agree to participate in KHSAA sponsored postseason competition in order for the Association to hold a championship in that sport or sport-activity?

Fifty (50) member schools located in at least three (3) different basketball regions shall agree to field a team in order that

the Association consider sponsoring a championship. The achievement of this percentage is no guarantee of the development of a championship as the Board of Control must consider fiscal and legal consequences such as the Association budget, the budget of the member schools and the impact on such things as Title IX.

Twenty-five member schools located in at least three (3) different basketball regions shall participate each year in order that the Association maintains a championship.

These criteria may be waived by the Board of Control in order to sponsor a championship in any sport that does not conflict with state or federal law and which provides additional participation opportunities exclusively for females.

The Association shall survey the membership every three years to determine interest in new offerings.

Case CR-5- Who is in control of the media and press at KHSAA sponsored competition?

1) The intellectual property, corporate, broadcasting and media rights to the State championship rounds of the KHSAA postseason championships belong exclusively to the KHSAA, including titling agreements and sponsorships. No member school may approve or sign an agreement that includes rights to state contests (delayed or live).

2) The intellectual property, corporate, broadcasting and media rights to the postseason rounds prior to the state finals belong exclusively to the KHSAA, including titling agreements and sponsorships. No member school can sign an exclusive agreement for a postseason round (District, Region, semi-state) without agreement between the schools and approval of the KHSAA Office.

3) The intellectual property, corporate, broadcasting and media rights to the postseason rounds prior to the state finals belong exclusively to the KHSAA, but are assigned to the Principal of each institution for management and control. No member school shall sign an exclusive regular season agreement that would "Shut out" its opponent from any audio, video streaming or having the opportunity to do so.

4) At all levels of competition during postseason play, control of media access and location at those contests is with the KHSAA.

5) At all levels of competition, including district, region, sectional, and state competition in KHSAA sponsored tournaments and meets, managers are to make allowances for members of the media to tape portions of the contests at no charge to the media outlet, as long as the taping is for the sole purpose of news highlights.

6) Contact the KHSAA Communications Director with questions.

Case CR-6- Who is empowered to make decisions at KHSAA tournaments when inclement weather forces postponement of contests or events?

While it would be ideal if all parties could meet and agree on any re-scheduling of games necessitated by inclement weather or other natural events, this may not be practical. It is the duty of the tournament manager to make decisions with regards to re-scheduling in the event of postponement and ensure that all teams, media outlets and schools are properly notified.

Case CR-7- Is it possible for a winner and corresponding runner-up in baseball, basketball, field hockey, soccer, softball or volleyball district tournament to meet before the final region game?

No, because they are to be placed in opposite brackets.

Case CR-8- Is there a mandatory brand of game ball to be used in postseason play in baseball, basketball, football, soccer, softball and volleyball?

Yes, the Association has a long-term agreements with multiple sponsors. Staff at KHSAA can assist with specific model numbers, although use of specific numbers is not mandated.

In all postseason contests in baseball, softball, football and basketball, a Rawlings brand ball (or Worth brand in softball) with the proper NFHS authenticating mark shall be used for There is no requirement that a KHSAA logo appear on the ball, or that a specific ball number be used.

In all postseason contests in soccer, a SELECT Sports brand ball with the proper NFHS authenticating mark shall be used. There

is no requirement that a KHSAA logo appear on the ball, or that a specific ball number be used.

In all postseason contests in volleyball, a Baden brand ball with the proper NFHS authenticating mark shall be used. There is no requirement that a KHSAA logo appear on the ball, or that a specific ball number be used.

Case CR-9- Are there any restrictions on the scheduling and playing of games in a “seeded district” in baseball, basketball, soccer, softball, or volleyball?

Yes. Principals, Athletic Directors and Coaches should consult the Competition Rules related to each of these sports for more specific dates for tournament meetings and allowances for scheduling of these meetings. All games involved in the calculation of a seed position SHALL be played on or before the Wednesday prior to the start of postseason play. Games played after that time SHALL NOT factor into the seeded position.

Case CR-10- How are the tournament sites selected for district tournament sites for baseball, basketball, soccer, softball in the event that agreement cannot be reached on a site selection plan?

If a site selection plan cannot be reached on first round (normally district) tournaments, the Commissioner will intervene and establish a rotation plan subject to appeal to the Board of Control. The site selection plan shall be confirmed by annual balloting during the season and reported to the Association along with seeding decisions. Rotating the tournament sites does not necessarily mean that each school shall host the tournament at that school's home site, but that each school, with available proper and adequate facilities, shall have the opportunity to host the tournament, even if an alternative site is required due to site requirements within a given sport.

Case CR-11- Is there a deadline for a district host school in baseball, basketball, soccer, softball or volleyball to select a playing site if the school home site doesn't meet the requirements for holding the tournament?

Yes. Through various rules and rulings in past years, every school in a specific district alignment shall have an opportunity to serve as the host for the tournament. Each school may, of course, decline that opportunity. However, this requirement ensures that on a periodic basis, all schools get to share in the concession and parking proceeds, host share of the ticket receipts and other benefits that come from serving as the host. It is recognized that all schools in a given alignment grouping will not meet the tournament specifications.

For this reason, the following steps shall be taken by the schools in the district-

- 1) The schools shall meet and decide what facilities can hold the attendance of the last five years of the tournament based on the fan followings of the schools, and satisfy other logistical needs such as accessibility, parking, etc. (agreed sites). In addition, all sites must meet any adopted site criteria for the sport that has been approved by the Board of Control. If there is a disagreement, the Board of Control can serve as the final resolution and KHSAA staff shall assist in that determination.
- 2) The discussion on site applicability is separate from the ability to “host”, that is being the tournament manager, operating concessions, etc. as all schools shall be given that opportunity to host, just not necessarily at a site that cannot accommodate the event.
- 3) From that list of agreed sites, the rotation of sites is to be considered, factoring in of course, that all schools shall be given a chance (if they want) to host, even if it isn't played at the host school's home playing facility.
- 4) In a year when the designated host's home facility does not meet the specifications for holding the tournament, the final selection as to the playing site rests with the designated host school. That school has sole discretion to make that decision, but is compelled to choose only from the list of agreed facilities as mentioned in (1) above.
- 5) In a year when the designated host school's home facility does not meet the specifications for holding the tournament, the designation shall be made by September 20 in volleyball and soccer; January 1 in basketball; and April 15 for baseball and

softball.

Case CR-12- How are the contest sites selected for region tournaments/meets/contests?

The Commissioner establishes all regional sites. The Commissioner shall be generally guided by a site selection plan approved by a 2/3 vote of the member schools in the region, but is not compelled to assign the event to that site specified in the plan, and shall only assign to the sites meeting specified sports specific criteria.

Changes to a requested site selection plan shall be confirmed by balloting of the Principals or Designated Representatives of the member schools.

Case CR-13- May a name be added to the roster or entry form after the first day of postseason competition?

No, changes cannot be made unless otherwise provided in the competition rules for a specific sport. The principal shall check the online roster in all sports and sport-activities to ensure that all players are on the list as the rosters are locked after postseason play begins. For individual sports using the published entry list and/or forms, the specific sport tournament rules will address any options for substitution or correction, if such options exist.

Case CR-14- How is it determined that a meet counts against the four meet minimum in Track and Field or Cross Country?

In order to count as a meet for the four meet minimum a meet shall be a meet which rises to the standard of counting as a meet towards the interpretations of Bylaw 23. In addition, in Cross Country, the distance would be a minimum of 2500 meters and a maximum of 5000 meters and involved entries from two or more schools. To count towards the minimums, the meets may be at the varsity or nonvarsity level in terms of meet structure. It shall be counted in the same manner for all competitors (varsity, JV or freshman). The school approved or provided uniform shall be worn in this competition. In accordance with Bylaw 22, a school representative shall accompany the team.

Case CR-15- If a Cross Country Meet is interrupted by weather, can other races be run that day?

Yes. The particular interrupted race is considered complete and counts both towards meet limits and participation minimums. If other competition can resume after required delays, that is permissible. Only races actually started can count towards meet limits or participation minimums.

Case CR-16 - Are there policies on participation by boys on girls' teams and vice-versa?

Yes. See the Board of Control policies for complete details.

Case CR-17 - Are there policy statements or recommendations from the Commissioner's office on postgame activity by teams and individuals?

Yes. Several sports have “traditions” regarding postgame handshakes, etc. by team members (both en masse and as individuals), but none of them have such action dictated by playing rules. While it is an obvious sign of sportsmanship and civility, many incidents have occurred both in Kentucky (more than two dozen in the last three years in Kentucky alone) and throughout the country, where fights and physical conflicts have broken out during these postgame handshakes. And this is not restricted to specific sports.

Unfortunately, the adrenaline and effort required to participate in the sport sometimes seems to deplete the supply of judgement available to participants. And this can be particularly problematic when there is a lack of an appropriate level of adult supervision, or counterproductive actions by the adults involved with the team.

During 2013-14, the following directors were issued by the Commissioner to the membership for all of the schools and officials regarding post game in baseball, basketball, football, soccer, softball, volleyball and wrestling:

Following the contests, officials are to quickly and efficiently leave the playing facility following all rules mandated duties and ensure that the rules book mandated jurisdiction ends

promptly. There is no need for officials to secure the game balls, shake hands with the coaches or players, or stick around the playing area for any other reason.

Officials have no role in what goes on in postgame, including handshakes, etc. after jurisdiction has ended. Officials also have NO role in administering this time period. Officials choosing to involve themselves in postgame activities will be penalized appropriately;

Game management and the administration of the participating team(s) are solely responsible for what happens after the contest is concluded.

Certain interaction is required by the NFHS playing rules (i.e. the awarding of a bout winner in wrestling). Other postgame rituals such as handshakes, etc. must be closely monitored by school officials and are not a part of the game regulated by game officials. However, any unsportsmanlike conduct occurring during this time will subject the coach/player to penalties and discipline; and

The coaches and administration of the teams are always responsible for the individual conduct of the members of the team following the contest and shall be held accountable for such.

Henceforth, any incidents by an individual squad member (including coaches) or group of squad members that results in unsporting acts immediately following the contest will result in a penalty against the member school athletic program, and additional penalties against the individuals or schools as deemed appropriate following investigation.

Case CR-18 - Who pays for the trophies for KHSAA postseason Competition?

In all sports and sport-activities, the host of the event is responsible for the payment of trophies and is permitted to take that amount for the standard trophies ordered by the Association from gate receipts or other agreed fees. Those not charging a fee for admission are permitted to assess each member school for entry into the event to help cover these and other costs, but such assessment shall be included in any financial settlement published for the event.

Case CR-19 - Are financial reconciliation reports required to be submitted to the KHSAA after KHSAA postseason events?

Yes. All levels of KHSAA postseason event require a financial reconciliation.

Case CR-20 - Has the Board of Control adopted a position statement or policy on the realignment / alignment of teams?

Yes. On a perpetual basis, the Commissioner shall ensure that staff maintains a current alignment of teams in each sport with the following review points considered:

If a single school adds a team (or individuals) or deletes a team (or all individuals), the alignment may be revised on an ongoing basis by the Commissioner;

The Board of Control may, at its own discretion, choose to realign all teams participation in a sport or sport activity based on input from the Commissioner;

A realignment may also be caused by a previously adopted alignment having an expiration of its valid period. This is especially important in the enrollment based sports (classified sports). Cross Country/Track and Field and Football are aligned on a four-year alignment period;

Cross Country and Track and Field shall have the same alignment;

Football shall be aligned based on the average four-year enrollment of boys in the school, including the year in which the realignment project is completed, and the final alignment shall attempt to result in a final product being adopted at least twelve (12) months notice to the member schools for scheduling;

Cross Country/Track and Field shall be aligned on a not less than every four year basis, using the average four-year enrollment of total students in the school, including the year in which the realignment project is completed; and Specific parameters about each sport alignment shall be

contained in the Competition rules for the Sport or Sport Activity.

Whenever a sport or sport activity is to be realigned, the Board shall direct the Commissioner to produce the necessary information as to seed discussion by the Board of Control. The criteria and factors to be used in developing a draft alignment shall adhere to the following steps:

Identification as to whether or not enrollment classifications will be used;

Plot/Diagram the location of all competing schools; Begin by looking at geographic clusters of schools. Geography (including specific travel route information) is an important criteria for placement in groups (regions, districts, etc.), but is not the sole determinant for placement;

Travel routes must be reviewed as a potential factor, as well as the identification of the existence of multiple travel routes; In the non-classified team sports (baseball, basketball, soccer, softball, volleyball), the basketball alignment should be an initial framework, specifically the region boundaries;

If possible in the non-classified team sports, the district boundaries should be important element, but the level of participation of the schools in the district must be factor;

The unique factors of each sport, particularly the individual sports, must be reviewed including facilities; and

The participation and alignment history, both individual and teams, is a factor in consideration, but not the final determinant;

When reviewing alternative suggestions for alignments, the Board shall prioritize the requests from the membership that effect the requesting school over those suggestions that result from suggestions about other schools without effecting the suggesting school.

The following factors are NOT to be considered:

Past success or failure;

Enrollment (in a non-classified sport);

Socio-economic status and student body composition;

Type of school (A1, D1, F1, J1, M1, R1); and

Specific desires of coaches (input must be from administrative level).