



2014 KHSAA Postseason Tournament Instructions For Tennis

Kentucky High School Athletic Association
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Kentucky High School Athletic Association

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MEMORANDUM

TO: Tennis Tournament Managers

FROM: Michael Barren, KHSAA Assistant Commissioner

DATE: April 7, 2014

SUBJECT: Regional Tennis Tournament Information

Tennis postseason will be here soon! Thank you for being the Tournament Manager for your Region. With this communication, you will find information regarding the Regional and Sectional Tennis Tournaments.

Please make note of the Tournament meeting agenda for items to be discussed. All Tournament Managers should review the "Rules of Competition". In addition, feel free to print off the KHSAA Webpage any information or forms you might need for post season play.

Please feel free to give me a call (859-299-5472) or email mbarren@khsaa.org if you have any questions.

Managers please review the Sectional Managers listing on the Website. Also make note of the pairings for 2014. These are found in the Competition Rules. Make sure if your Region is not set to Host the Sectional matches for your section, that you notify your schools at the regional meeting so they can be prepared for it.

Please feel free to call me, 859-299-5472 or mbarren@khsaa.org if you have any questions.



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IMPORTANT LINKS FOR TENNIS POST SEASON

Competition Rules: <http://khsaa.org/handbook/competitionrules/tncompetitionrules.pdf>

Tournament Sites: <HTTP://KHSAA.ORG/TENNIS/2014/REGIONALSITES.PDF>

Girls Managers: <http://khsaa.org/tennis/girlsregionalmanagers.pdf>

Boys Mangers: <http://khsaa.org/httpdocs/tennis/boysregionalmanagers.pdf>

TENNIS FORMS

FORM TN102 Regional Results Form: <http://khsaa.org/httpdocs/forms/tn102.pdf>

FORM TN103 Regional Tournament Entry Form: <http://khsaa.org/httpdocs/forms/tn103.pdf>

FORM TN104 Post Season Roster Form: <http://khsaa.org/httpdocs/forms/tn104.pdf>

FORM TN105 Player Profile Form: <http://khsaa.org/httpdocs/forms/tn105.pdf>

FORM TN106 All-State Form: <http://khsaa.org/httpdocs/forms/tn106.pdf>

FORM TN 110 Team Line-Up Card Form: <http://khsaa.org/httpdocs/forms/tn110.pdf>

FORM TN 111 Sectional Results Form: <http://khsaa.org/httpdocs/forms/tn111.pdf>

MODEL AGENDA FOR TOURNAMENT MEETING

- 📌 Call To Order
- 📌 Designate Someone To Take Minutes
- 📌 Dates and Times of Play
- 📌 **Regional Tournament may start on Friday, May 2, 2014. (This date is recommended)**
- 📌 Inclement Weather
- 📌 Collect Forms
- 📌 Check Rosters
- 📌 Discuss Seeding
- 📌 Discuss Future Sites; interested schools must email the KHSAA with request to Host.
- 📌 Discuss Tournament Expenses (majority approval required)
- 📌 Tennis Balls
- 📌 Trophies
- 📌 Equipment, Facility Rules and Other Facility Notes
- 📌 Conduct Draw/Seed Placement
- 📌 Copy Brackets to All Teams
- 📌 Scoring
- 📌 Ties
- 📌 Coaching
- 📌 Discuss Medical/Trainer
- 📌 Sectional Play
- 📌 State Seed Committee
- 📌 Code of Ethics Regarding Stacking
- 📌 Other

MANAGERS & PARTICIPATING TEAMS INFORMATION

Entry Forms to be Completed and Submitted

Please check that all coaches have completely filled out the Post Season Tournament Roster Form (TN #104) for their school and ensure that all information on this one-page form is accurate before submitting. Region Managers please forward a copy to the **KHSAA** (mbarren@khsaa.org) and the Sectional Manager ASAP. Coaches, the Entry Form (TN103) is to be submitted to your Regional Tournament Manager NO LATER THAN the deadline date established by your respective Regional Manager.

Coaches, please fill out a Player Profile Form (Form TN105) for **each** singles and doubles **player** (which means there could be up to six (6) Player Profile Forms submitted). Coaches shall list any pertinent information on pages two and three of this three-page form which might help the Regional Tournament Manager in seeding decisions. If a player qualifies for the KHSAA State Tennis Tournament, his/her Player Profile Form (Form TN #105) will be forwarded to the KHSAA State Tournament Seeding Committee Chair for KHSAA State Tournament seeding purposes; therefore, ensure each form is filled out as thoroughly and accurately as possible. Player Profile Forms (TN #105) must be submitted to the Regional Tournament Manager at the same time as the Regional Tournament Entry Form (TN #103).

Ties

By Board of Control Action, the Competition Rules Governing Tennis, were amended on January 28, 2013. The Post season tie break protocol is a "Super Tie Breaker". In this tie break protocol, the first player or doubles team to 10 points, and ahead by 2, wins the match. It is scored as 1-0 with the score in parenthesis, for example 6-4, 4-6, 1-0 (10-7).

Tennis Balls

Tennis balls will **NOT** be furnished by the Regional Tournament Manager. The Regional Teams will have to decide how to address this issue.

Trophies

A trophy will also be awarded to the overall Regional Tournament team winner and runner-up. Plaques will be awarded to the Regional Champions and runner-ups in both Singles and Doubles. Medals will be awarded to the semi and quarter finalist participants in singles and doubles play.

For Managers

The KHSAA Board of Control has contracted with Riherds.com of Smiths Grove, KY to supply the official KHSAA region, and state trophies/awards for the 2014 tournaments. Payment will be made by the KHSAA. The awards will be shipped via UPS. The afternoon Riherds ships the awards you will receive an email with the UPS 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 Riherds' (1-800-274-4373 or 1-270-563-5133) between the hours of 9:30 am and 4:30pm. You may also email Riherds' at khsaa@riherds.com. In the email with the tracking number you'll also have a special link to the Riherds.com website which will let you confirm with a mouse-click that you received your awards in good condition. If Riherds' doesn't hear from you after a reasonable time confirming you received your awards they will contact you, your Athletic Director or Principal by phone to verify you received your awards in good condition.

Security

It is the responsibility of the tournament manager to secure adequate police protection, and other security precautions as necessary.

TEAM SECTIONAL INSTRUCTIONS 2014

Regional Managers

Please give the Coach of the Regional Champion Boys and Girls Team a copy of these instructions. Also provide copies of the TN#104 Form that these teams used for regional entries to the Sectional Managers ASAP. These will serve as the eligibility roster for sectional play. Contact the KHSAA with the results of the Regional Team Championships ASAP.

Sectional Managers

- 📍 Contact the KHSAA office (Michael Barren or Kathy Johnston) with information in regards to the site information for your sectional play. mbarren@khsaa.org or kjohnston@khsaa.org (859) 299-5472.
- 📍 You **MUST** be able to play all three singles and both doubles at the same time. So your facility must have a minimum of five (5) courts.
- 📍 Sectional play must be on Saturday May 10, 2014. Sunday is to be held for a possible rain day.
- 📍 Awards **will not** be presented to the Sectional Champions at the Sectionals, so you will not receive any awards to be presented at your Sectional. The four teams that move on to the state tournament will receive awards dependent upon their finish.
- 📍 Members playing in the singles and doubles championships may represent the member school in the team championship series.
- 📍 Section and State team format shall be 3 singles and 2 doubles. All match play shall be two-out-of-three sets, with the third set being a Super Tie Break. The winner shall be declared when one team has won 3 matches and all other play shall stop at that time.
- 📍 The finances of the Team sectional tournament will be managed at the local sectional level.
- 📍 The same coaching requirements/restrictions used in regional play will be applicable in Sectional play.
- 📍 In accordance with Bylaw 22, each school having participants in a KHSAA event shall send a school designee to accompany the team.
- 📍 In case of inclement weather, play may be moved indoors and modified scoring initiated may be used if necessary. Guidelines for "no-ad" scoring may be found in the USTA publication Friend at Court.
- 📍 The Same Dress Code used for the region will be applicable to the Sectional.
- 📍 The sectional teams may want to discuss the use of an official with cost being shared amongst the four schools.
- 📍 Results must be forwarded to the KHSAA Office, mbarren@khsaa.org or kjohnston@khsaa.org immediately following the sectional.



KHSAA Tennis Directions for Completing Post Season Tournament Forms

KHSAA Form TN #103 – Regional Tournament Entry Form (One Page)

- Form TN #103 must be filled out and submitted to your respective Regional Tournament Manager in order to enter the Regional Tournament.
- Form TN #103 must list the participants representing your school that you intend to enter in the Regional Tournament.
- Participants must have met the minimum qualifications for participation in post season competition as per KHSAA Tennis Tournament Regulations (See KHSAA Handbook for participant qualification requirements).
- Form TN #103 should be submitted to your respective Regional Tournament Manager no later than the deadline date established by your respective Regional Tournament Manager.
- All requested information must be completed.

KHSAA Form TN #104 – KHSAA Post Season Tournament Roster Form (One Page)

- Form TN #104 must be completed prior to the regional draw meeting.
- Coaches are to list those who have met the minimum qualifications for participation in post season competition as per KHSAA Tennis Tournament Regulations (See KHSAA Handbook for participant qualification requirements).
- Coaches are to rank (based on strength) their entrants, from 1 to 10.(1 being the strongest)
- You must have seven (7) players to be considered a team (Default to 3 Singles 2 Doubles)

KHSAA Form TN #105 - Player Profile Form (One Page)

- For each participant qualifying to compete and entered into the Regional Tournament, a Form TN #105 must be filled out and submitted to your Regional Tournament Manager (each singles and doubles player, which means up to possibly as many as six Player Profile Forms submitted). The KHSAA Tennis Advisory Committee has asked that for each for submit, COMPLETE season results for the players be included, not just the results for the minimum requirements. This will greatly assist in seeding at both the regional and state rounds.
- Participants must have met the minimum qualifications for participation in post season competition as per KHSAA Tennis Tournament Regulations (See KHSAA Handbook for participant qualification requirements).
- Form TN #105 must be submitted to your Regional Tournament Manager no later than the deadline date established by your respective Regional Tournament Manager.
- **FORM MUST BE SUBMITTED TO KHSAA NO LATER THAN MAY 9, 2014. *This is to be done if you want your player considered for seeding at the state.***
- Information from Form TN #105 is critical to the preliminary procedures used in preparations for the KHSAA State Tournament Seeding.

KHSAA COMPETITION RULES

Governing Tennis

*(Adopted by the Board of Control for all play in this sport)
(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 Play

The Kentucky High School Athletic Association shall sponsor postseason competition in tennis for boys and girls, provided that ten (10) percent of the member schools declare intentions to participate in said competition. Member schools desiring to participate in KHSAA sponsored postseason competition shall notify the Association office prior to March 1. The Commissioner shall divide the state into geographic sections with the approval of the Board of Control. Newly added or deleted programs will be handled on a case by case basis by the Commissioner's office.

As of August 1, 2013, the alignment in tennis is as follows -

REGION 1: Ballard Memorial, Calloway County, Community Christian (Paducah), Fulton City, Graves County, Marshall County, Mayfield, McCracken County, Murray, Paducah Tilghman, St. Mary

REGION 2: Caldwell County, Christian County, Fort Campbell, Henderson County, Hopkins County Central, Hopkinsville, Lyon County, Madisonville-North Hopkins, Providence, Trigg County, Union County, University Heights, Webster County

REGION 3: Apollo, Butler County, Daviess County, Frederick Fraize, Grayson County, Hancock County, McLean County, Muhlenberg County, Ohio County, Owensboro, Owensboro Catholic

REGION 4: Allen County-Scottsville, Barren County, Bowling Green, Caverna, Clinton County, Cumberland County, Franklin-Simpson, Glasgow, Greenwood, Hart County, Logan County, Metcalfe County, Monroe County, Russellville, South Warren, Warren Central, Warren East

REGION 5: Adair County, Bardstown, Bethlehem, Campbellsville, Central Hardin, Elizabethtown, Fort Knox, Green County, John Hardin, LaRue County, Marion County, Meade County, Nelson County, North Hardin, Taylor County, Thomas Nelson, Washington County

REGION 6: Brown, Butler, Central, DeSales (B), Doss, DuPont Manual, Evangel Christian, Fairdale, Holy Cross (Louisville), Iroquois, Male, Pleasure Ridge Park, Portland Christian, Presentation (G), Shawnee, Southern, St. Francis, St. Xavier (B), Valley, Western

REGION 7: Assumption (G), Atherton, Ballard, Christian Academy-Louisville, Eastern, Fern Creek, Jeffersontown, Kentucky Country Day, Louisville Collegiate, Mercy (G), Moore, Sacred Heart (G), Seneca, Trinity (Louisville) (B), Waggener, Walden, Whitefield Academy

REGION 8: Anderson County, Bullitt Central, Bullitt East, Carroll County, Collins, Gallatin County, Grant County, Frankfort, Franklin County, North Bullitt, North Oldham, Oldham County, Shelby County, South Oldham, Spencer County, Trimble County, Western Hills, Williamstown

REGION 9: Beechwood, Boone County, Calvary Christian, Conner, Covington Catholic (B), Cooper, Covington Latin, Dixie Heights, Holmes, Holy Cross (Covington), Lloyd Memorial, Notre Dame (G), Ryle, Scott, Simon Kenton, St. Henry District, Villa Madonna, Walton-Verona

REGION 10: Augusta, Bellevue, Bourbon County, Bracken County, Campbell County, Dayton, George Rogers Clark, Harrison County, Highlands, Mason County, Montgomery County, Newport, Newport Central Catholic, Nicholas County, Paris, Pendleton County, Robertson County, St. Patrick

REGION 11: Bryan Station, East Jessamine, Henry Clay, Lafayette, Lexington Catholic, Lexington Christian, Madison Central, Model, Paul Laurence Dunbar, Sayre, Scott County, Tate Creek, West Jessamine, Woodford County

REGION 12: Berea, Boyle County, Casey County, Danville, Garrard County, Lincoln County, Madison Southern, McCreary Central, Mercer County, Pulaski County, Russell County, Somerset, Southwestern, Wayne County

REGION 13: Barbourville, Bell County, Clay County, Corbin, Harlan, Harlan County, Knox Central, Lynn Camp, Middlesboro, North Laurel, Pineville, South Laurel, Whitley County, Williamsburg

REGION 14: Breathitt County, Estill County, Hazard, June Buchanan, Knott County Central, Lee County, Letcher County Central, Oneida Baptist Institute, Perry County Central

REGION 15: Allen Central, Betsy Layne, East Ridge, Johnson Central, Lawrence County, Magoffin County, Morgan County, Paintsville, Pike County Central, Pikeville, Prestonsburg, Sheldon Clark

REGION 16: Ashland Blazer, Bath County, Boyd County, East Carter, Fairview, Greenup County, Lewis County, Raceland, Rose Hill Christian, Rowan County, Russell, West Carter

II) DATES AND SITES FOR POSTSEASON COMPETITION

A) Dates for Play

1) The Commissioner with the approval of the Board of Control shall determine the dates of the region, semi-state and state meets.

2) All meets 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 Play

1) The Commissioner shall make the determination of the region and semi-state 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) If a region is unable to resolve conflict over a plan, the Commissioner shall establish a plan.

6) The semi-state Manager may have multiple sites with input from the coaches involved.

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

III) TOURNAMENT MANAGERS AND PAIRINGS

A) Selection of Tournament Manager

1) The Commissioner will appoint a manager for each of the region tournaments, and shall serve as the manager for the state tournament. 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 tournament as to the time and place of the tournament, to supply him or her with entry material and instructions, to invite their participation, and make all arrangements to conduct the tournament.

3) It is an explicit duty of each tournament manager to inform the association IMMEDIATELY as to the bracket / pairings / entries / results when requested by KHSAA staff and according to the time deadlines provided including the actual site of the tournament if it is not held at the school. The receipts of a tournament can be assessed (a fine levied against the manager) for failure to comply with these provisions.

B) Pairings

1) For the individual region singles and doubles tournaments, the manager may seed the contestants and draw for the remaining places in the tournament.

2) For individual region singles and doubles tournaments, there should be 1 seeded player for every four players entered (1 to 4).

3) For the individual region singles and doubles tournaments, singles players and doubles teams from the same school shall

be placed in opposite brackets.

- 4) For the individual state singles and doubles tournaments, the Commissioner shall supervise the seeding of the brackets in all tournaments, and supervise a draw for the remaining places in the tournament. No active coach may be involved in the seeding process.
- 5) Seeding shall be based on the All Factors Method, considering each entrants' chances of winning the tournament and shall consider all reasonably available information, including ranking lists, standing lists, recent records, types of surface, and particularly head-to-head encounters.
- 6) For individual state singles and doubles tournaments, there should be 1 seeded player for every eight players entered.
- 7) Per the Listing Seeds description in the USTA Friend of Court guidance, seeds 1-4 shall be listed individually, and seeds 5-8 shall be grouped.
- 8) The Main draw, based initially on the Positioning Seeds guidance from the USTA Friend of Court, shall ensure that Seed 1 is placed on line 1, seed 2 on line 64, 3 and 4 drawing at random for lines 17 or 48, and then seeds 5-8 placed at random for line 9, 25, 40 or 56. This draw ensures that seeded players do not meet until the third round of championship play.
- 9) During initial placement, the draw shall be adjusted to ensure that competitors from the same school are not in the same bracket half.
- 10) The remainder of the draw shall be done at random by the Commissioner's designees.
- 11) The Commissioner shall ensure an open and public announcement of the seeded players in all brackets and of the draw.
- 12) For the team semi-state tournaments the following draw has been established for region vs. region winners in scheduling the team competition. This draw shall be evaluated by the Board of Control prior to extension into future years.

Section	2013	2014	2015	2016
1	R1 vs. R4; R2 vs. R3	R1 vs. R2; R3 vs. R4	R1 vs. R2; R3 vs. R4	R1 vs. R3; R2 vs. R4
2	R5 vs. R8; R6 vs. R7	R5 vs. R6; R7 vs. R8	R5 vs. R6; R7 vs. R8	R5 vs. R7; R6 vs. R8
3	R9 vs. R12; R10 vs. R11	R9 vs. R10; R11 vs. R12	R9 vs. R10; R11 vs. R12	R9 vs. R11; R10 vs. R12
4	R13 vs. R16; R14 vs. R15	R13 vs. R14; R15 vs. R16	R13 vs. R14; R15 vs. R16	R13 vs. R15; R14 vs. R16

- 13) The Commissioner shall conduct a blind draw for pairings among the four Section winners for the State Tournament Team Competition.

IV) ELIGIBILITY TO ENTER TOURNAMENT PLAY AND SUBSTITUTIONS

A) Roster Requirement

- 1) 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.
- 2) This roster may be revised throughout the regular season and shall serve all roster purposes in these rules.
- 3) On the first day of postseason play, these rosters shall be locked so that no additional players may be added, deleted or revised following this date, thereby creating the final eligibility list for tournament play.
- 4) After this time, the only revision allowed will be to correct a documented clerical error as approved by the Commissioner.

B) Individual Entry Requirements

- 1) To be eligible to compete in the region or state matches, a contestant shall have competed in a minimum of four (4) matches representing a member school during the regular season. Coaches should maintain and have available copies of all results for the region manager to verify in case of a challenge to the required participation minimums by any athlete.
- 2) All matches played in a tournament during the season count as one match of the four (4) required to qualify for region play..
- 3) Using the Association prescribed entry forms, a school may enter a maximum of two singles players and two doubles teams in the individual singles and doubles region tournaments.
- 4) No contestant shall compete in both the singles and doubles competition.

- 5) Members playing in the singles and doubles may represent the member school in the team championship series.

C) Individual Advancement to State Meet

- 1) The champion, runner-up and other two semi-finalists in both the singles and doubles region tournaments shall qualify for the individual State Singles and Doubles Tournaments (top 4 finishers from each region).
- 2) Players shall participate in all rounds of region tournament play to be eligible for individual singles and doubles state tournaments.

D) Team Entry and Advancement

- 1) For team competition at the region tournaments, the coach shall turn in a roster line-up 30 minutes prior to the start of the match time in rank order 1-10 of individuals that have met all eligibility requirements that may represent the member school in the team region competition. Line-ups may not be changed for that particular round once submitted to the manager.
- 2) For team competition at the semi-state and state tournaments, the coach shall turn in a roster line-up one hour prior to the match time in rank order 1-10 of individuals that have met all eligibility requirements that may represent the member school in the team semi-state and state competitions. Line-ups may not be changed for that particular contest once submitted to the manager.
- 3) The region winning team shall advance to team semi-state play to be held the Saturday prior to the State Tournament.
- 4) Any ties for team region champion honors in qualifying for the semi-state qualifying positions shall be broken using a match (2 of 3 sets) format with the third set being a 10-point tie break.
- 5) The four semi-state winners shall advance and compete during the play dates of the individual singles and doubles State Tournaments as scheduled.

E) Substitutions

1) Region Substitutions

- a) Any player whose name is on the official roster may be substituted on a team prior to the time of the draw for the region tournament.
- b) After the region draw is final, the region tournament manager may allow substitution in singles or doubles only if the original entry is prevented from participating due to circumstances due to injury/illness. No advantage may be gained by a substitution or it will not be permitted.

2) State Substitutions

- a) Prior to the first match at the state tournament, the tournament manager may allow substitution on a doubles team if the original entry is prevented from participating due to circumstances due to injury/illness. No advantage may be gained by a substitution or it will not be permitted.
- b) After the first match has begun at the state tournament, there cannot be a substitution on a doubles team.
- c) There cannot be a substitute for a singles player at any time during the state tournament.

V) UMPIRES / OFFICIALS

Officials for all KHSAA sponsored championship competition shall be selected by the Association staff in consultation with the Kentucky Tennis Association representatives.

VI) CHAMPION, TROPHIES AND AWARDS

A) Individual Play (Singles/Doubles)

- 1) All individual matches (singles and doubles) shall be played using a match (2 of 3 sets) format with the third set being a 10-point tie break.
- 2) The region champion in the individual singles and doubles tournaments shall be the singles player or doubles team undefeated in a single elimination bracket.
- 3) The state champion in the individual singles and doubles tournaments shall be the singles player or doubles team undefeated in a single elimination bracket.

B) Team Competition

1) Region

- a) Points are awarded from 2 singles competitors and 2 doubles teams entered in tournament play.
- b) The team that scores the greatest number of points during the region tournament shall be declared the team champion.

- c) In the case of a two-way tie in points for the team championship in the Region Tournament, the tie will be broken by the following method:
 - i. The team format shall be 3 singles matches and 2 doubles matches. Each match shall be a 2 out of 3 format with the third set being a 10-point tie break.
 - ii. Each match counts 1 point with the first team to 3 points being declared the winner.
 - iii. Once the winner is determined (3 points are achieved), all other play shall end.
- d) In the case of a three-way tie in points for the team championship in the region tournament, the tie shall be broken using a four-team seeded bracket with the top seed receiving a bye, and seeds 2 and 3 playing for the right to play the top seed.
 - i. To determine seed positions, the tied teams shall be ranked by the number of games won during the region tournament to determine the order of the tie-breaking seeds.
 - ii. If this ranking continues to result in a tie, it shall be broken by ranking the tied teams in order by the fewest number of games lost.
 - iii. If this ranking continues to result in a tie, it shall be broken by a blind draw.
 - iv. Once the tie is broken and seed positions determined, the tie shall be broken in team format play with 3 playing 2, and the winner subsequently playing seed 1.
 - v. The team format shall be 3 singles matches and 2 doubles matches. Each match shall be a 2 out of 3 format.
 - vi. Each match counts 1 point with the first team to 3 points being declared the winner.
 - vii. Once the winner is determined (3 points are achieved), all other play shall end.
- 2) Semi-State and State
 - a) The team State championship will be conducted in a 16 school single elimination bracket for boys and a 16 school single elimination bracket for girls.
 - b) The first round matches, and the quarterfinal matches shall be conducted at sites designated by the Commissioner's office and shall be designated as semi-state matches.
 - c) The format for each team match shall be 3 singles and 2 doubles matches. Each match shall be a 2 out of 3 format, with the third set being a 10-point tie-break.
 - d) Each match counts 1 point with the first team to 3 points being declared the winner.
 - e) Once the winner is determined (3 points are achieved), all other play shall end.
 - f) The winner of each quarterfinal match shall advance to the state final tournament.
 - g) The state team champion shall be the team undefeated in each single elimination team bracket.
- C) Trophies and Awards
 - 1) Region.
 - a) Trophies will be given to the team winner and runner-up at each region.
 - b) Awards will be given to winner through quarterfinalist at each region meet.
 - c) The Association will bear the costs of all trophies and awards at the region meet.
 - 2) State.
 - a) Trophies will be awarded to the teams finishing first and second, and the semi-finalists at the state tournament (these four teams are made up of the semi-state winners).
 - b) Awards will be given to the winner through quarterfinalist in Singles play at the state meet.
 - c) Awards will be given to the winner through quarterfinalist doubles teams at the state meet.
 - d) The Association will bear the costs of all trophies and awards at the state tournament.
- VII) FINANCES, PASSES
 - A) Region/Semi-state
 - 1) The finances of the region tournament will be managed at the region level.
 - 2) The region competing schools shall decide any distribution of net profit/loss, which shall be shared.
 - 3) The finances of the Team semi-state tournament will be managed at the local semi-state level.
- B) State
 - 1) The Association will finance the state tournament.
 - 2) Schools are responsible for the expenses of competitors participating in the state tournament.
- VIII) SPORT SPECIFIC COMPETITION RULES
 - A) Playing Rules
 - 1) All Tournaments shall be played using the rules as established by the United State Tennis Association unless modified by the KHSAA.
 - 2) Additional rules otherwise developed by the KHSAA may be implemented in contests 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.
 - 4) All team match play shall be best two out of three sets with the third set being a 10-point tie break.
 - B) Specifications for Tennis Courts

The specifications for recommended and required standards for tennis facilities to be used in tournament play may be developed by Association staff and Advisory Committees and approved by the Board of Control.
 - C) Dress Code
 - 1) It is recommended that players wear school uniforms during play.
 - 2) The following shall NOT be allowed during tournament play:
 - a) Visible undergarments under either shorts, skirts or shirts. Note: Compression shorts, if worn as an undergarment above the knee, are legal.
 - b) Bare midriffs.
 - c) Any garment or hat advertising alcohol, drugs, tobacco products or other inappropriate items deemed objectionable by the KHSAA State Tournament Director.
 - d) Objectionable permanent body markings (tattoos) shall be covered; non-permanent body markings (temporary tattoos or body paint) shall be prohibited.
 - e) Black-soled shoes are prohibited.
 - D) Limit of Coaches

More than one coach coaching at the same time during the same match is prohibited.
 - E) Coach Communication
 - 1) The following standards are required for coach communication:
 - a) The head coach or one assistant coach designated by the school may talk to the players and this is only allowed between points and during an authorized rest/break period and should not delay play. Coaching is NOT permitted when the player changes ends during a tie-break game or during any warm-up period.
 - b) Once all championship tournament play is inside the Stadium Courts, all coaching shall be done on the court. Coaching from outside the court will be prohibited.
 - c) Coaches may walk onto/enter the court to coach at the designated appropriate times. Players shall stay on the court with coaches during this communication.
 - d) Players may NOT leave the enclosure unless on a "split-set" rest period.
 - e) The 90-second period for coaching begins immediately following the last game point, not when conversation begins.
 - f) During the designated coaching breaks, a player may confer with his/her coach. Both singles players and both doubles teams SHALL be at their respective baselines ready to play at the conclusion of the 90-second period. If the break period is NOT adhered to, the following penalties will be applied:
 - (1) Both players not ready to play – The server starts the next game 0-30.
 - (2) The server is not ready to play – The server starts the next game 0-30.
 - (3) The receiver is not ready to play – The server starts the next game 30-0.
 - F) Improper Use of Passes

Schools found to be issuing coaching passes to unqualified personnel will result in the loss of all coaching passes, except for one head coach, and may result in the disqualification of student

participant(s).

G) Tardiness

For the State Tournament - Tardiness for Match Participation Rule:

5 minutes or less tardy – Loss of toss and loss of one game

5:01 minutes to ten minutes tardy – Loss of toss and loss of two games

10:01 minutes to fifteen minutes tardy – Loss of toss and loss of three games

More than fifteen minutes tardy - Default

H) Continuous Play at State Tournament

1) Continuous play will be in effect for the first two sets with a ten minute break allowed.

2) A two minute break is allowed between the first and second sets.

3) There is no rest period after the first game of any set.

4) The KHSAA will work cooperatively with representatives of the Kentucky Medical Association and the Kentucky Tennis Association to implement provisions of the USTA Rest Period rule should the tournament format dictate such implementation.

I) Inclement Weather at the State Tournament

1) In the event inclement weather occurs during the state tournament, and in the opinion of the state manager as approved by the Commissioner, it is in the best interest of completing the event within the time schedule to shorten specific matches, a No-Ad system of scoring can be used.

2) Once implemented, the system will be used at the discretion of the manager, all matches in a quartile (group of four matches in round 1, or 2 matches in round 2) shall be played using the same format. If this occurs, such may continue to be implemented until a time when the regular schedule of matches can resume.

J) Heat Index

All play shall adhere to the KHSAA Heat Index Program. For postseason play, it is the responsibility of the host site manager to ensure and track the heat index and report it accordingly to the KHSAA.

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), golf (boys and girls), soccer (boys and girls), volleyball (girls), and football (combined); winter championships are basketball (boys and girls), wrestling (combined) and swimming (boys and girls); spring championships are baseball (boys), softball (fast pitch for girls), tennis (boys and girls) and track (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, etc) shall be included in the coverage as well as cheerleaders complying with the NFHS rules restrictions and Bylaw 23 limitations.

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?

Ten (10) percent of the 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. In addition, ten (10) percent of the member schools located in at least three (3) different basketball regions shall participate each year in order that the Association maintains championships. The Association shall survey the membership every three years to determine interest in new offerings. (Board of Control, March, 1994, amended February, 2011)

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. In general, the management of those rights may be assigned to the manager at the host KHSAA member school for the district, region and sectional (semi-state) competition.
- 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 television 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 newscast highlights.
- 6) Outlets desiring to tape the contest for broadcast or telecast shall seek the permission of the event manager, and the manager has the right to set and collect any fee which may be deemed appropriate as an offset to any perceived lost ticket revenue.
- 7) At the state level, all negotiations for rights to broadcast or telecast shall be initiated with the Sports Information Director and the Commissioner, and shall be approved by the Commissioner.

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, 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, softball, volleyball or soccer?

Yes, the Association has a long-term agreement with Rawlings Sporting Goods and Worth Sports to provide specific balls for

the state championship tournament, and the Commissioner's office can provide specifications upon request. In all postseason contests in these sports, a Rawlings brand ball (or Worth brand in softball) with the proper NFHS authenticating mark shall be used. There is no requirement that a KHSAA logo appear on the ball, or that all balls except for these specific models be disallowed.

For 2013-2014, those ball numbers are:

Boys Basketball - KYPROMB

Girls Basketballs - KYPROWB

Volleyball - KYVB1001 (red, white and blue), KYVB10013B (3-panel)

Soccerball - KYSB850B

Baseball - R100KY and R200KY

Softball - Worth PX2RYL-KY

Football - ST5KYB and ST5PROSKYB.

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.

For the 2013-2014 school year, the deadline to play seeded district games in soccer and volleyball is October 9, 2013.

For the 2013-2014 school year, the deadline to play seeded district games in basketball is February 19, 2014.

For the 2013-2014 school year, the deadline to play seeded district games in baseball and softball is May 14, 2014.

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 approval by 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 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). 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- 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 baseball, basketball, football, soccer, softball and volleyball 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-13- 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 non Varsity 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-14- 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-15 - Are there policies on participation by boys on girls' teams and vice-versa?

Yes. The following are the restrictions on boys playing on girls' teams and vice-versa.

A) For the purposes of athletics, each properly enrolled and otherwise eligible student athlete has sport and sport activity-specific opportunities with respect to the privilege of participation.

B) Baseball and Softball

1) These sports are not "like" in terms of participation opportunities. If a girl desires to play on a baseball team, it is the decision of the local school as to that option.

2) A boy may not play on a girls' softball team for any reason.

C) Basketball

1) If a school sponsors both a boys and girls team in basketball, students may only play for the gender specific team (girls may only play for the girls' team, boys may only play for the boys' team).

2) If a school sponsors only a boys team and does not sponsor a girls team, female students may play for the boys team.

3) A boy may not play on a girls' basketball team for any reason.

D) Football / Wrestling

1) If a girl desires to participate on a football or wrestling team, such participation opportunity shall be allowed.

2) If a school develops a wrestling team for girls, a boy may not compete on a girls' wrestling team for any reason.

E) Soccer

- 1) If a school sponsors both a boys and girls team in soccer students may only play for the gender specific team (girls may only play for the girls' team, boys may only play for the boys' team.*
- 2) If a school sponsors only a boys team and does not sponsor a girls team, female students may play for the boys team.*
- 3) A boy may not play on a girls' soccer team for any reason.*

F) Volleyball

- 1) The Association sponsors volleyball only for girls.*
- 2) A boy may not play on a girls' volleyball team for any reason.*

G) Cross Country / Golf / Swimming / Tennis / Track and Field

A student may only represent the specific birth gender when participating in these individual sports.

H) Archery

- 1) Coed participation is required within the competition rules of KY NASP®.*
- 2) Each team must have a minimum of four (4) females and a minimum of four (4) males to compete (as part of the twelve (12) person team.*

I) Bass Fishing

There is no gender specific competition in this sport activity.

J) Bowling

- 1) If both genders compete on the same team, they are considered to be a boys' team for the purpose of competition.*
- 2) A boy may not compete in the girls' competition for any reason.*

K) Competitive Cheer

A boy may not compete in the All girls' competition for any reason.