



# 2016 Whitaker Bank/KHSAA Boys' Sweet 16® State Basketball Tournament Participating Team Instructions



**IMPORTANT INFORMATION CONCERNING THE 2016 WHITAKER BANK/KHSAA SWEET SIXTEEN  
16® STATE BASKETBALL TOURNAMENT**

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**MANDATORY PRE-TOURNAMENT CONFERENCE CALL**

- A conference call will be held among all participating teams on Thursday, March 10, 2016
- Schools will be sent via email, additional instructions regarding the call following the regional championship games.
- Participating schools will be required to participate at 9:00 a.m. ET (8:00 CT).
- Participants can call from any location to join in the conference.

**ADDITIONAL MATERIAL CONTAINED IN PRE-TOURNAMENT PACKAGE**

- Included in the pre-tournament package is:
  - First Round Tickets to your games
  - Ticket Settlement Forms
  - 6 Parking Passes
  - The school’s allotment of Commemorative Participant passes (not valid for admission).
- The official non-team member passes (to be worn by coaches, etc.) will be distributed upon first arrival at the arena.

**FORMS AND INFORMATION TO BE SUBMITTED AND IMPORTANT LINKS**

- The forms and information below are to be submitted by Thursday, March 10th at 9:00 p.m.
  - Login to the KHSAA school system (<http://schools.khsaa.org>) and update your statistics for any missing games.
  - BK122 – School Participant Team Information Form – <http://khsaa.org/bk122-state-basketball-tournament-site-participant-information/>
  - SI103 – School Media Request Form - <http://khsaa.org/school-media-request-form/>
  - SI113 – Designated Radio Station - <http://khsaa.org/school-radio-station-designation-form/>
- The forms below are due to be submitted by Friday, March 11th at 9:00 p.m.
  - BK119 – Academic Scholarship Application - <http://khsaa.org/bk119-academic-scholarship-application/>
  - BK118 – JB Mansfield Award - <http://khsaa.org/bk117-ted-sanford-award-application/>
  - GE78 – Rihards.com Above and Beyond Award - <http://khsaa.org/ge78-riherds-above-and-beyond-award-nomination/>
  - GE74 – Expense Reimbursement Request - <http://khsaa.org/ge74-request-for-team-reimbursement/>
- The forms below are due at specific times during the tournament
  - BK120 – Ticket reconciliation (bring to arena when settling first round sales)
  - BK137 – All Tournament Team Selection Form – Semifinalist Teams only, will be collected by staff.
- Link to 2016 information about the current tournament, including team instructions, housing, locker assignments, parking, etc. - <http://khsaa.org/state-tournament-information-and-forms/>
- Link to 2016 information about the current tournament, including links to webcast, radio broadcasts, statistics information, photos and souvenirs - <http://khsaa.org/2016-whitaker-bankkhsaa-boys-sweet-sixteen/>

**TOURNAMENT DATES AND SCHEDULE OF GAMES**

- The tournament will be played March 16-20, 2016 at Rupp Arena, 430 W. Vine Street, Lexington, KY 40507
- Listed in the appendices of this manual is a schedule of games and a bracket that will trace the tournament pairings from the first round through the championship game, including the ticket section and locker room assignments.

- There is also a chart in the appendices of these instructions containing session by session schedules.
- The first round games are NOT in bracket order. For that reason, be careful to review the page in the appendices which lists the games in the order they are being played, including locker room assignments.

**TOURNAMENT INFORMATION AND LOGISTICS – MEDIA AND INTELLECTUAL PROPERTY**  
**KHSAA MEDIA, INTELLECTUAL PROPERTY AND VIDEOTAPE Regulations**

- The intellectual property, corporate, broadcasting and media rights to all 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). The Commissioner is the manager of all State Championship play.
- 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, sub-section, section) without agreement between the schools and approval of the KHSAA Office. 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.
- The rights to regular season competition involving schools of the KHSAA belong to the KHSAA. Such rights shall, in the normal course of business, be assigned to the Principal of the member school for management. 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.
- 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, regional and sectional (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 receive 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.
- At the state level, all negotiations for rights to a delayed broadcast, as well as any live telecast, shall be initiated with the Communications Director and Assistant Commissioner, and shall be approved by the Commissioner of the KHSAA.

**SPECIAL INFORMATION REGARDING SWEET SIXTEEN® AND SWEET 16® TRADEMARK AND TITLE**  
**REFERENCE TO TOURNAMENT**

- As preparations are made for the 2016 State High School Basketball Tournaments, it is important that you know the legal obligations regarding the use of the term Sweet 16®. This term may not be used without permission.
- Sweet Sixteen® and Sweet 16® are registered trademarks of the Kentucky High School Athletic Association with shared use by the NCAA for collegiate basketball only due to a licensing agreement wherein the NCAA has been granted permission by the KHSAA. Any use of these terms dealing with sports, recreation, games and athletics must be approved by the Kentucky High School Athletic Association prior to such usage. The member schools of the Kentucky High School Athletic Association have given the KHSAA written authorization as the sole source permitted to use the names, mascots or images of the individual teams in the tournament on any type of souvenir merchandise.
- The KHSAA and the NCAA will aggressively and actively pursue violators of these trademarks.

- The KHSAA has an exclusive, no-compete contract for the production and sale of all tournament merchandise with TeamIP which includes but is not limited to t-shirts, sweatshirts, other logo bearing apparel, glasses, mugs, pennants and all other tournament identified items, including shirts and other items with generic tournament representations that include the names of the participating schools.
- For 2016 and 2017, the KHSAA is under a titling agreement with St. Elizabeth Healthcare to serve as the Title Sponsor of the Girls' State Basketball Tournament. All references to the event shall state the "St. Elizabeth Healthcare/KHSAA Girls' Sweet 16® State High School Basketball Tournament". When referring to the girls' basketball state championship, the tournament's full name, the St. Elizabeth Healthcare/KHSAA Girls' Basketball Sweet Sixteen® should be used in all first references, without exception. In subsequent references, it is acceptable to refer to the tournament as the Girls' Sweet 16®. KHSAA should not be used when referencing the Girls' Sweet 16® unless it is accompanied by St. Elizabeth Healthcare. Sponsorship of KHSAA State championship events is vital to the livelihood of the Association. Please help us thank our corporate sponsors by recognizing their commitment to the KHSAA with proper identification of our events in printed materials, broadcasts, etc.
- The St. Elizabeth Healthcare/KHSAA Girls' Basketball Sweet Sixteen® has an event-specific tournament logo which should be used with any accompanying articles, graphics, newscasts, etc. The KHSAA will provide a logo for authorized uses on request.
- All references to the boys' event shall state the "Whitaker Bank/KHSAA Boys' Sweet 16® State High School Basketball Tournament". When referring to the boys' basketball state championship, the tournament's full name, the Whitaker Bank/KHSAA Boys' Basketball Sweet Sixteen® should be used in all first references, without exception. In subsequent references, it is acceptable to refer to the tournament as the Boys' Sweet 16®. KHSAA should not be used when referencing the Boys' Sweet 16® unless it is accompanied by Whitaker Bank. Sponsorship of KHSAA State championship events is vital to the livelihood of the Association. Please help us thank our corporate sponsors by recognizing their commitment to the KHSAA with proper identification of our events in printed materials, broadcasts, etc.
- The Whitaker Bank/KHSAA Boys' Basketball Sweet Sixteen® has an event-specific tournament logo which should be used with any accompanying articles, graphics, newscasts, etc. The KHSAA will provide a logo for authorized uses on request.
- If you desire to use the official tournament logo for either event or the proper title in the promotion of the 2016 Whitaker Bank/KHSAA Boys' Sweet Sixteen® and/or the 2016 St. Elizabeth Healthcare/KHSAA Girls' Sweet Sixteen® State High School Basketball Tournaments or if you are approached by other events or organizations attempting to use it, you should contact Chad Collins or Butch Cope at the KHSAA for the rules and regulations regarding such usage. All references which include the title partner, should also include the KHSAA, and all references to the tournament should include both the partner and the KHSAA.
- Due to trademark and licensing restrictions, no other shirts will be allowed in the arena or on the property of RUPP Arena for this purpose, and violations of this provision will result in the items being confiscated.
- If other vendors, either with or without the consent of the member school, and whether or not the items are delivered by outside entities or school representatives, attempt to bring violating items into the arena, they will be stopped at the gate and the items will be delivered to the KHSAA for disposition.

### **CORPORATE PRESENCE AND LOGOS**

- The KHSAA is under exclusive rights with several major companies regarding promotional material and equipment. As such, we are legally compelled to enforce the restrictions of those contracts and will take whatever action necessary including confiscation of items for the duration of the tournament in order to protect those agreements.
- Only Rawlings basketballs, provided by the KHSAA will be able to be used for warm-ups and competition.
- The KHSAA is under no agreement with any official sports drink.

### **KHSAA TOURNAMENT HEADQUARTERS**

- The KHSAA will have staff available prior to the tournament through a headquarters in Thoroughbred Room 1, lobby level of the Hyatt Regency Lexington on Tuesday, March 15.
- On Monday prior, the staff will be available by contacting the KHSAA offices in Lexington at (859)299-5472.
- The Headquarters will be open on Tuesday from 2:00 p.m. to 6:00 p.m.
- Teams may work with local team hosts (who will contact you) to sign-up for available practice times at nearby gyms.
- The KHSAA will have representatives to meet the schools when they arrive at the gym for competition.

### **LODGING/HOUSING**

- A complete list of the tournament lodging assignments is on the KHSAA website at <http://khsaa.org/state-tournament-information-and-forms/>.
- Each property is holding a block of twelve (12) rooms for your traveling party until noon on Monday, March 14.
- Teams should contact the motel before 12:00 p.m. (noon) on that date to confirm or cancel your reservations. Any team failing to stay in the assigned property will forfeit lodging reimbursement.

### **TRAVEL, PARKING AND ENTRY INTO ARENA**

#### **ARENA DIRECTIONS**

- Our hosts at the RUPP Arena have gone to great lengths to alleviate any traffic flow and parking problems. A parking map is located on the KHSAA website at <http://khsaa.org/state-tournament-information-and-forms/>.

- The GPS address for locating the arena is 430 W Vine St, Lexington, KY 40507.

#### **DIRECTIONS FROM BLUEGRASS AIRPORT (US 60, LEXINGTON) TO HIGH STREET LOT:**

- From Bluegrass Airport, continue on Versailles Road for approximately 4 miles. As Versailles Road (US 60) gets into Downtown it will split into a one-way street called Maxwell Street at an intersection with High Street and Oliver Lewis Way. Continue on Maxwell Street for two blocks, and the Parking Lot is on the left side. The Parking Lot is to the left; enter at either gate.

- To Manchester Street Lot / Truck Parking for Event Load-in:

- From Bluegrass Airport, continue on Versailles Road for approximately 4 miles. As Versailles Road (US 60) gets into Downtown it will split into a one-way street called Maxwell Street at an intersection with High Street and Oliver Lewis Way. Take a left onto Oliver Lewis Way, then your immediate right onto Manchester Street and finally your immediate left into Rupp Arena's rear parking lot.

#### **DIRECTIONS FROM CINCINNATI, OH TO HIGH STREET LOT:**

- Take I-75 South to Exit 113 (Paris Exit). Turn right at the end of exit ramp onto Paris Pike (US 27), which turns into Broadway. Follow Broadway in to Downtown, past Main Street. Turn right on High Street. The Parking Lot is to the left; enter at either gate.

- To Manchester Street Lot / Truck Parking for Event Load-in:

- Take I-75 South to Exit 115 (Airport/Lexington exit). Turn right at end of exit ramp onto Newtown Pike. Take Newtown Pike until it comes to West Main Street, downtown. Continue across West Main Street onto Oliver Lewis Way, then take your immediate left onto Manchester Street at the traffic light and finally your immediate left into Rupp Arena's rear parking lot.

#### **DIRECTIONS FROM LOUISVILLE, KY TO HIGH STREET LOT:**

- Follow I-64 East until it joins I-75 South. Take I-75 South to Exit 113 (Paris Exit). Turn right at the end of exit ramp onto Paris Pike (US 27), which turns into Broadway. Follow Broadway in to Downtown, past Main Street. Turn right on High Street. The Parking Lot is to the left; enter at either gate.

- To Manchester Street Lot / Truck Parking for Event Load-in:



- Follow I-64 East until it joins I-75 South. Take Exit 115 (Airport/Lexington exit). Turn right at end of exit ramp onto Newtown Pike. Take Newtown Pike until it comes to West Main Street, Downtown. Continue across West Main Street onto Oliver Lewis Way, then take your immediate left onto Manchester Street at the traffic light and finally your immediate left into Rupp Arena's rear parking lot.

*DIRECTIONS FROM KNOXVILLE, TN TO HIGH STREET LOT:*

- Take I-75 North to Exit 104. Turn left at end of exit ramp onto Richmond Road (US 25 & US 421). Follow Richmond Road (US 25 & US 421) into Downtown (Richmond Road will become Main Street). Turn left on Broadway. Turn right on High Street. The Parking Lot is to the left; enter at either gate.
- To Manchester Street Lot / Truck Parking for Event Load-in:
- Take I-75 North to Exit 104. Turn left at end of exit ramp onto Richmond Road. Follow Richmond Road into Downtown (Richmond Road will become Main Street). Remain on Main Street past Broadway; Rupp Arena and Heritage Hall will be on your left. Get into the left lane and turn left onto Jefferson Street (Circle 1928), then the next right onto Manchester Street and finally the next right into Rupp Arena's rear parking lot.

*DIRECTIONS FROM ASHLAND, KY TO HIGH STREET LOT:*

- Follow I-64 West until it joins I-75 North. Take Exit 113 (Paris Exit). Turn right at the end of exit ramp onto Paris Pike (US 27), which turns into Broadway. Follow Broadway in to Downtown, past Main Street. Turn right on High Street. The Parking Lot is to the left; enter at either gate.
- To Manchester Street Lot / Truck Parking for Event Load-in:
- Follow I-64 West until it joins I-75 North. Take Exit 115 (Airport/Lexington exit), and turn left onto Newtown Pike. Take Newtown Pike until it comes to West Main Street, Downtown. Continue across West Main Street onto Oliver Lewis Way, then take your immediate left onto Manchester Street at the traffic light and finally your immediate left into Rupp Arena's rear parking lot.

*DIRECTIONS FROM NASHVILLE, TN TO HIGH STREET LOT:*

- Take I-65N from Nashville. Then take exit 93 onto the Bluegrass Parkway and drive until it ends at Versailles Road. Follow Versailles Road (US 60) into Downtown which will split into a one-way street called Maxwell Street. Take Maxwell Street for two blocks. The Parking Lot is to the left; enter at either gate.
- To Manchester Street Lot / Truck Parking for Event Load-in:
- Take I-65N from Nashville. Then take exit 93 onto the Bluegrass Parkway and drive until it ends at Versailles Road. Continue on Versailles Road for approximately 9 miles. Versailles Road will change names to West High Street. Next, take a left onto Oliver Lewis Way, then your immediate right onto Manchester Street and finally your immediate left into Rupp Arena's rear parking lot.

*PARKING INCLUDING PARKING PASSES*

- A map of available parking is on the KHSAA website at <http://khsaa.org/state-tournament-information-and-forms/>.
- Each team is issued six (6) parking passes (to include the team busses), which are valid for admission at the marked parking entrances at the arena.
- One (1) parking pass is for the school administration, and five (5) parking passes are for the school buses.
- Parking personnel at Rupp Arena will direct you to the parking locations.
- The passes are in the package with the team tickets.
- This is the total allotted to the KHSAA for use by the team party, cheerleaders, band and administration.
- Vehicles will be directed to the closest available parking location.
- These passes have no special location, but do offer free parking for the members of the team party displaying them to the surface level parking.
- The team buses will need one of the six (6) provided parking passes.
- Any non-team bus or vehicle not bearing the parking pass will be charged the parking fee which is not maintained or controlled by the KHSAA.
- Controlled parking in the lots immediately surrounding RUPP will be \$5 per vehicle, cash only.
- General Parking is available at Rupp Arena's surface lot until full, and in lots near the arena.



- Parking will be conducted on a first come, first serve basis.

LOADING/UNLOADING OF TEAM MEMBERS

- Teams participating in the current session, as well as those teams not playing in that session, should proceed directly to the rear parking lots per the directions above (i.e. Team Parking), and enter through the Manchester Street pass gate.
- That map is located in these instructions and on the KHSAA website.
- There will be no loading or unloading at the High Street entrance.

LOADING/UNLOADING OF PEP/BAND BUSES

- Follow the street directions for team member parking listed above. The bus must go to the Manchester Street Lot to unload.
- The fans can then proceed to the entrances where they can go to the ticket windows or to the gate (if they have tickets) for admission.
- The bus will then be directed to the parking area.
- The bus will then be expected to return following the session to the area along High Street where the drop off occurred in order to load and should plan to do so not later than the end of the 3rd quarter of the second game of the session.
- Bus drivers will be admitted without charge at the pass gate off of the loading dock entrance by identifying themselves to the KHSAA staff.

SECURITY PROCEDURES ENTERING STATE CHAMPIONSHIP EVENTS

- Be aware that when you enter an event, bags, purses and packages are subject to be searched.
- In the event that an item is found to be contrary to the security practices implemented by local and Federal law enforcement authorities, you may be forced to return items to your car and/or hotel prior to entering the arena.
- Those individuals involved with this determination are adhering to applicable Federal, State and Local guidelines, and your cooperation is appreciated.
- Refer to Rupp Arena's website ([www.rupparena.com](http://www.rupparena.com)) for a complete list of prohibited items.
- It is anticipated that new scanning machines (magnetometers) will be in use (much like airport screening) at all entrances to the arena. Patrons are expected to follow the directives of security personnel in compliance with the use of these machines.
- Travel plans should be made accordingly and arrive in time to allow the venue to properly execute its security plan.

**TICKET SALES AND ADMISSION**

GENERAL TICKET REGULATIONS

- All individuals two years of age or older, must have a ticket for admission. If they require a seat, they require a ticket.
- A block of tickets is enclosed for your first round game to be sold to your fans. The sections and number of tickets are listed below.
- An Arena seating diagram is in this instruction book and on the KHSAA website at <http://khsaa.org/state-tournament-information-and-forms/>.
- The initial allotment of cheering section tickets for the first round are priced at \$10 if purchased through the school. Tickets will be priced at \$10 if purchased at the pep sales booths after each game for future rounds. All other tickets sold at the door will be priced at \$13 and \$18 at the door.

BAND SEATING

- Members of the band must have a ticket, which must be purchased either by the school or band member.
- The band must sit in the first five rows (DD through HH) of the lowest level cheering section if they are going to play during the games or bring instruments into the arena. These tickets are packaged separately in your supply box.

- If you need more than seventy (70) tickets (the first five rows in double letter seats) for your band, the additional seats needed WILL REDUCE YOUR ALLOWABLE AMOUNT OF SEATS that can be purchased as a block for distribution by the amount of extra band seats.
- If you do not need all rows for your band, they must sit in the forward most seats in the section, and the balance of the tickets behind them can then be sold to your fans.

#### ADVANCE FIRST ROUND TICKET SALES RECONCILIATION

- The money for the tickets sold and any unsold tickets must be turned in to the KHSAA representatives at the main Arena ticket office by 10 a.m. if you are playing in session 1 or 3, and prior to 4:30 p.m. if you play in session 2 or 4.
- School checks for the settlement of the original allotment of first round ticket sales must be made payable to the KHSAA. No checks from other individuals will be accepted.
- Tickets are available only at the Arena box office, Ticketmaster outlets, www.ticketmaster.com and at each of the participating schools.
- Additional tickets may not be purchased unless the entire original allotment is sold or accounted for prior to the issuance of additional seats. This includes the purchase of the higher priced seats adjacent to your block of seats initially issued.
- Please tell your fans if they desire to purchase seats in advance (credit card order, etc.), and not purchase through the school, they can order via Ticketmaster® at the link on the KHSAA website.
- For first round sales, the KHSAA will rebate each school twenty-five cents (.25) per ticket sold in advance to help defray the time and expense of advance sales. This reimbursement will come following the tournament through the expense settlement.

#### ADDITIONAL FIRST ROUND TICKETS (IF NEEDED)

- If you should sell your original allotment and need additional tickets you must purchase them from the arena. No additional tickets will be mailed or shipped and no tickets will be released on consignment.
- You may not purchase additional tickets unless the entire original allotment is sold or accounted for prior to the issuance of additional seats. This includes the purchase of the higher priced seats adjacent to your block of seats initially issued.
- The arena will hold a block of tickets for the school for a short time until you can send someone with a school check to complete the purchase. The school may purchase an additional block of advance tickets by calling Jeff Bojanowski or Shannon Elliott at the Rupp Arena Box Office (859) 233-4567 (press "0" to get an operator and ask for Jeff or Shannon). This phone number is not to be given to the general public, but is for official school use only. Any checks for these additional tickets shall be made payable to the Lexington Center Corporation.
- Please tell your fans if they desire to purchase seats in advance (credit card order, etc.), they can call the Rupp Arena Box Office, (859) 233-3535.
- Cheering section tickets are priced at \$10 (lower arena cheering section and upper arena) if purchased through the school from the initial allotment or if purchased at the pep sales booths after each game. All other tickets will be priced at \$13 (lower arena cheering section and upper arena). Non-cheering section tickets are priced at \$18 per seat and must be paid in advance.
- You may purchase additional seats in the upper arena for the \$10 price by adhering to the procedure listed above, but this can only be done until 24 hours prior to the start of the session involving your first game.
- Arena representatives can advise you of the availability of any lower arena seats near your original school allotment.
- By continuing to come and get tickets, you are saving your ticket patrons on each seat sold.

#### TICKETS FOR SUBSEQUENT ROUNDS

- For the second, third and fourth rounds, ticket booths will be set up at the arena for advance sales to your next game. It is recommended that you allow the entire block of tickets for your team's games in subsequent rounds to be sold on site, from these booths.

- For each game you win, you have the option of purchasing two additional blocks of seats to take back to the school. First, you may purchase the band block as a group (but limited to the number of instruments in the gym for round 1 plus the director(s)), and those will be located in the same lower rows as in your initial round. You may also purchase ONLY a maximum of 140 additional tickets for use in distribution to the parents, faculty and administration. Due to security concerns and past occurrences, no waiver to this 140 ticket limit will be granted.
- The Arena staff must sell the balance of the designated cheering section. If you choose to take either of these ticket blocks, no refunds will be issued and they must be pre-paid. Make sure your official school representatives are prepared to make this payment. Tickets are priced at \$11 if purchased through the temporary pep sales booths after each game. After that time, all other tickets will be priced at the regular price levels.
- Please advise your fans that by staying after the game and purchasing the subsequent round tickets, they will be saving per ticket.
- Any school checks for tickets to any second, third or fourth round shall be made payable to the RUPP Arena. You may also pay for any school tickets with a credit card.
- A representative of the school should notify the KHSAA ticket representative at the arena ticket office as to the school's desires for selling second, third and fourth round tickets by completing this form. You will also be asked when you settle your first round tickets, to limit the number of tickets individual purchasers may buy. If you do not prescribe a limit, the limit shall be four (4). This prevents unauthorized ticket brokers from monopolizing the purchase of seats and forcing your fans into less desirable seating.

**SPECIAL NOTE REGARDING THE ON-SITE RE-SALE OF TICKETS AT BOYS' SWEET SIXTEEN®**

- Due to Lexington – Fayette Urban County Government Regulations, the re-sale of tickets is prohibited in the majority of the two block area on which the Lexington Center is located.
- Please pay attention to special announcements via the Outside Public Address systems for specific instructions should you decide to re-sell the tickets you have received for any reason.
- This is Lexington – Fayette Urban County Government Ordinance enforcement, which is not under the jurisdiction of the KHSAA.

**WHEELCHAIR/A.D.A. ACCOMMODATIONS**

- The KHSAA will exercise normal care and control to provide students and fans with accessible seating.
- Accommodations have been made for persons in wheelchairs and those otherwise unable to utilize the traditional arena seating.
- RUPP Arena does not provide wheelchairs for public use during events.
- Tickets for those individuals who need accessible seating, and applicable companion seating may be purchased at the main ticket office.
- Due to insurance and other concerns, wheel chairs are not normally permitted in the team bench areas, and are to be seated in the designated areas.
- Necessary floor level accommodations are available should the need arise by contacting Julian Tackett at the KHSAA.

**COMPLIMENTARY TICKETS/PASSES/ADMISSION POLICY**

- ALL PERSONS DESIRING ADMISSION TO THE ARENA MUST HOLD A GAME TICKET OR PASS.  
*TEAM MEMBERS / COACHES / CHEERLEADERS / OTHERS (PARTICIPANTS)*
- The members of the team (players) and others with the official team traveling party for the current session will enter as a group for any session via the pass gate adjacent to the loading dock in the rear of the arena with the entry restrictions listed below.

- The members of the team (players) and others with the official team traveling party for a session in which they are not competing may enter for any session via the pass gate adjacent to the loading dock in the rear of the arena and must adhere to all of the entry restrictions listed below.
- When your team is not playing, and unless they possess other tickets, your team should be seated in the general admission area, which is in Section 212.

*NON-PLAYER PASSES (APPLIES TO ANYONE NOT IN GAME UNIFORM)*

- All non-players (coaches, administrators, managers, trainers, and all others) must be issued one of the 18 provided entry passes (labeled NON-PLAYER TEAM PARTY) in order to be able to sit at floor level. This includes coaches, managers, trainers, statisticians, and any other students or adults designated by the school as a member of the traveling party.
- These passes also include any cheer coach you want to be on the floor with the cheerleaders (not required if the coach(es) remain in the cheering section seating area with a ticket).
- These 18 passes will be given to you upon your first arrival at the arena.
- The players on the current roster will be admitted without credential provided ALL enter as a group and enter with adult coaching staff member(s) in possession of one of the NON-PLAYER TEAM PARTY passes.
- These passes will be given to you upon your first arrival at the arena.
- The NON-PLAYER TEAM PARTY is NOT valid for re-entry during the same session. Please inform the holders of the passes about these conditions.
- No additional passes will be issued. The KHSAA will vigorously pursue any person having transferred a pass to another individual.
- Persons found to be transferring passes to a non-traveling party member will have the pass confiscated and will not have that pass replaced.

*TEAM VIDEO*

- Two passes designated for your school videographer will be provided for coaching video.
- This video will be from a specific location and may not be used for any other purpose.
- These passes will be given to you upon your first arrival at the arena.
- These credentials may not be issued to outside videographers and the video may only be shared within the team for game preparation.

*SCHOOL ADMINISTRATOR*

- Each school will also be issued two additional NON PLAYER TEAM PARTY passes should you desire someone to be at floor level to assist with marshalling your student body in the stands.
- This pass will be separate from your 18 additional passes.
- Keep in mind that all floor level individuals must exhibit the proper decorum and sportsmanship at all times and the KHSAA reserves the right to move that person to the stands with the fans if this obligation is somehow forgotten.

*CHEERLEADER ADMISSION REGULATIONS*

- Cheerleaders of competing schools must enter through the pass gate as a group in uniform to be entitled to free admission.
- All cheer team members participating in the tournament shall enter the pass gate adjacent to the loading dock in the rear of the arena, which is the only pass gate.
- Non-uniformed cheerleaders and other adults traveling with the cheer team will not be entitled to complimentary admission and will be directed to a ticket window if they do not hold a PARTICIPANT pass.
- The cheer coach must be issued one of the NON-PLAYER TEAM PARTY PASSES if the coach is to be on the floor with the cheerleaders (not required if the coach(es) remain in the cheering section seating area with a ticket).
- See the appendix for more information about KHSAA in-game competition.

### *BAND ADMISSION AND REGULATIONS*

- Band members of competing schools, including the sponsor must hold a ticket for admission and must be seated in the assigned sections for the bands.
- Pep bands will be admitted to any session in which their team is a participant by presenting a ticket. Current session bands should enter through the pass gate adjacent to the loading dock in the rear of the arena (see Parking locator map), ground level of the arena. The band must then proceed to its designated seating area on the arena floor level.
- The band must sit in the lowest rows of the designated cheering section if they are going to play during the games or bring instruments into the arena.
- If additional seating is needed, they are to be located on the immediately adjacent rows behind the band seats.

### *BUS DRIVER ADMISSION*

- Bus drivers (for all team, official party and pep buses) can gain entry to the arena by coming through the pass gate adjacent to the loading dock in the rear of the arena.
- Bus drivers will be admitted without charge at the pass gate off of the loading dock entrance by identifying themselves to the KHSAA staff.

## **CHEERLEADING INFORMATION AND RESTRICTIONS**

### *GENERAL CHEERLEADING INFORMATION*

- RUPP Arena provides a cheerleader hospitality room for participating cheer teams during respective games which will be staffed by representatives of KAPOS. That room is located in Meeting Room B on the ground floor.
- There is a maximum of sixteen (16) cheerleaders who may be in uniform and participating on the floor during any tournament game, not including the mascot (limit of one person as a mascot). This limit is observed whether or not the cheer team is competing in the KHSAA in-game tournament cheerleading competition.
- Schools with larger cheer teams are encouraged to rotate cheerleaders being allowed to dress (much as the basketball coaches are having to make these same decisions) throughout the week if you need to allow more students the participation opportunity.
- Cheerleaders are allowed to cheer on the playing floor during player introductions (in support of the players, not a choreographed performance).
- Cheerleaders will not be allowed on the playing floor after the introductions during the games except for halftime of each game.
- Floor type cheers may be done in your end zone (when the ball is not live). No mounts, stunts or tumbling of any type is permitted during these floor type cheers. Schools will be penalized in accordance with Bylaw 27 should any mounts, stunts or tumbling be observed.
- All NFHS rules and restrictions shall be followed during all games of the tournament.
- Sixteen (16) cheerleaders may be used for the cheer at halftime.
- NO SIGNS OF ANY KIND AT ANY TIME MAY BE AFFIXED TO THE PERMANENT ARENA SURFACES OR OBSTRUCT THE VIEW OF FANS DURING PLAY.
- Cheerleaders may use hand-held signs for cheers when the ball is not live.
- Props such as flags, etc. that may potentially obstruct crowd view may not be used during the game, and must be kept out of the arena floor area while the game is in progress.
- Schools violating these limitations will be severely fined and otherwise penalized in accordance with KHSAA Bylaw 27.

### *IN GAME COMPETITION*

- The KHSAA has contracted with the Kentucky Association of Pep Organization Sponsors (KAPOS) to conduct an in-game cheer competition. This competition includes all cheer teams regardless of membership status within KAPOS.

- The competition will select four (4) outstanding cheerleading teams from the sixteen (16) participating teams, plus a K-Pep award winner and will be conducted during the first round games.
- All coaches should check in with KAPOS officials prior to the first contest.
- During halftime of each first round game, cheer teams may perform two floor cheers of their choosing, which may or may not include gymnastics.
  - Both cheers must utilize the same sixteen (16) cheerleaders.
  - Visitor cheer teams will be judged first.
  - Two cheers will be performed back to back.
  - Both cheers may include stunting, gymnastics, etc. but should be appropriate for game situations.
  - Home cheer teams will perform after the visitors and follow the same procedure.
  - Sixteen (16) cheerleaders may be used for the two cheers at halftime.
  - Coaches should review the General Risk Management provisions in the NFHS Spirit Rules prior to the competition.
- Floor type cheers may be done in your end zone (when the ball is not live) and will be judged in the "Floor Cheer" category. No mounts, stunts or tumbling of any type is permitted during these floor type cheers. Judges will be instructed to deduct points in the safety category should mounts, stunts or tumbling be observed.
- All NFHS rules and restrictions shall be followed during the Sweet 16® competition.
- Cheer teams (maximum 16) will face the official scorer's table when performing.
- Judging sheets may be picked up after the awards presentation on Friday evening in the Hospitality Room.
- Presentations for Sweet Sixteen® Competition will be held on Friday evening.
- Teams in attendance should be in uniform and meet in the Hospitality Room.
- A representative from your school should be present to accept awards in your absence.

### **BAND INFORMATION AND RESTRICTIONS**

- The band must sit in the designated band section if they are going to play during the games or bring instruments into the arena.
- The bands are to be located in front of the lower arena student cheering section in the assigned seating.
- The Association reserves the right to request that the band not perform during certain times in order to allow for the completion of various ceremonies.
- Bands are to perform only at the game in which the school is playing, beginning no sooner than 30 minutes before game time and only when there is timeout on the floor, between periods and at the end of the game. The director shall prohibit the band or any component thereof (including drums) from playing or standing while the game is in progress. Bands shall make every effort to play in alternating timeouts during the game.
- Electronic musical instruments or amplifiers MAY NOT be used at any time. Band members should wear identifiable clothing to assist the ushers in maintaining the security of this area for the band.
- If a band does not comply with any of these tournament policies, the Principal of the involved institution will be asked to rectify the situation, and if unable to do so, the band shall lose the privilege of playing during the tournament.
- The KHSAA is responsible for the National Anthem for each session.
- The band is to stop playing when both teams leave the floor prior to the start of the game to allow for the timely playing / singing of the anthem. This will occur during each game in accordance with the enclosed timetable.
- The band is not to play between the time 20:00 minutes showing on the countdown clock until 15:00 minute showing on the countdown clock to allow for the appropriate recognitions via the video display panels.
- Drums, cymbals, bells and mechanical noisemakers shall not be used to assist cheering including clappers, whistles, and other devices while the ball is alive by rule including during play and free throws.

- The KHSAA reserves the right to play recorded music during charged time-outs and between quarters, halves and games.

### **MEDIA NOTES AND INFORMATION**

#### **GENERAL REQUIREMENT AND PROVISIONS**

- All rights to the KHSAA Sweet 16® belong to the KHSAA. As such, there are necessary policies and restrictions concerning this event and these provisions will be vigorously enforced.

#### **PRE TOURNAMENT INFORMATION**

- You will be contacted during the time before the tournament by the KHSAA Communications Director or his designee. At this time, statistical information will be requested as well as other time sensitive requests for information. Please comply in a timely manner.

#### **COMMERCIAL AND PROFESSIONAL MEDIA/PRESS CREDENTIALS**

- Please direct all of your local media requests to the Association.
- The Communications Director along with designated staff are prepared to handle credential and other requests as they come in, and that burden doesn't need to be on your school.
- All media requests (with the exception of one school press representative as detailed) must be made via [credentials.khsaa.org](http://credentials.khsaa.org).
- Media parking is solely managed through RUPP Arena.

#### **SCHOOL PRESS/PHOTO REPRESENTATIVES**

- Each school that is represented by a team or individual at a state championship event is permitted one (1) School Media Pass.
- The use of the School Media Pass is restricted to students or full-time staff members at the participating school.
- The School Media Pass can be used for non-commercial photography, student journalism and/or video production. Professional photographers are not permitted to gain access to a state championship event by using a school pass.
- The School Media Pass must be requested in advance of the start of the championship. A school press pass will not be issued to any individual who is selling the product being produced (photo, video, webcast).
- Any commercial enterprise seeking media credentials should be directed to apply at [credentials.khsaa.org](http://credentials.khsaa.org). This restriction includes any photographer retained by the school or school system (including booster organizations) who subsequently sells any of the end product (i.e. photo collages for parents, individual picture or video sales, etc.)
- Each principal is responsible for submitting a written request through the KHSAA website at <http://khsaa.org/school-media-request-form/> if school media access is desired.
- No school media representatives will be admitted at the gate the day of the game without advance application. This name must be designated by the school using the online form.
- No school media personnel will be admitted to press row.
- School press representatives seeking photo access may or may not be allowed floor access depending upon commercial media demand.
- There is to be no cheering or team support from approved media representatives.
- This pass may be utilized for a school photographer, but may not be utilized for a commercial photographer or anyone who desires to sell any pictures. See the section on Commercial photography for details on those individuals.
- This individual shall be admitted via press credential and shall pick that credential up at the pass gate off the loading dock at the rear entry to the arena.

#### **DESIGNATION OF COMMERCIAL TEAM RADIO STATION**

- Each team advancing to a state championship event can be represented by one (1) radio broadcast team. This determination is made by the local school, and only one station per school will be permitted to originate



a broadcast. The online form at <http://khsaa.org/school-radio-station-designation-form/> can be utilized for this designation.

- The station originating the broadcast will be subject to a Radio Rights Fee, which is paid online as part of the online credentialing system and must be paid prior to the event.
- Radio stations not permitted to originate a broadcast at the football, basketball or baseball championships can make arrangements with the Association to carry the KHSAA Network feed.
- A radio station not chosen to broadcast by the participating school may apply for an auxiliary credential.
- Additional area radio stations desiring to air the games over commercial radio of the tournament can contact Dick Farmer, the KHSAA Radio Network producer at [richardfarmer4@gmail.com](mailto:richardfarmer4@gmail.com).
- Additional area radio stations desiring to air the games of the tournament can contact Joe Angolia for information about embedding the KHSAA's mixlr channel broadcast into that station's website.

#### WEBCAST/INTERNET BROADCAST OF GAMES (VIDEO AND AUDIO)

- The KHSAA will exclusively produce all games of the 2016 Boys' and Girls' Basketball tournaments live via webcast (video).
- The audio from the KHSAA Radio Network will be streamed live for all games of the 2016 Boys' and Girls' Basketball tournaments on the KU Sweet Sixteen® Radio Network.
- Links to the broadcasts/telecasts will be provided on the KHSAA website at <http://khsaa.org/state-tournament-information-and-forms/>.
- No other entity will be permitted to produce video from the 2016 Boys' and Girls' Basketball tournaments with the exception of approved media outlets solely recording highlights for news use.
- Any internal school entity desiring to produce an audio-only internet broadcast (no over the air transmission and no video) of the games at the tournament must apply through the credentialing system at <http://credentials.khsaa.org>.
- Internal school groups desiring to produce a webcast (audio only, not over the air and no video) will have a fee charged of \$200 for the tournament, which includes access to data or phone lines.
- Any non-school entity desiring to produce an audio-only internet broadcast (including over the air transmission) of the games at the tournament must apply through the credentialing system at <http://credentials.khsaa.org> and will be subject to the one per school radio station limitation, designated by the school.
- Questions about any of these procedures should be directed to Communications Director Joe Angolia at the KHSAA, [jangolia@khsaa.org](mailto:jangolia@khsaa.org).

#### MEDIA/OTHER VIDEOTAPING/FILM

- Professional and commercial press, radio and TV representative's passes will be made available upon request by having the outlets contact the KHSAA in advance. If you have media covering your team, they should request credentials directly through <http://credentials.khsaa.org> not later than Tuesday of the championship week.
- The credential request system is exclusively online and KHSAA staff can facilitate any issues.
- There shall be no other videotaping (or other digital recording) of any Sweet 16® contest, other than by KHSAA designees (including the approved coaching tape) and outlets or by persons whose entire recording unit can be contained within their seat and present no obstruction to other spectators. (No tripod, external power sources, or use of the external power sources).
- No application will be approved for webcasting or streaming of the video of any Sweet 16® contest.
- The KHSAA will stream all fifteen games and is the exclusive home for such telecasts, which will also be a part of the NFHS Network.
- Games are available on a one-day pass (\$9.95), monthly pass (\$14.95) or annual pass (\$119.95) through NFHS Network and the subscription applies to all content from all 40 plus contributing states.

### PHOTOGRAPHY INCLUDING COMMERCIAL PHOTOGRAPHY

- The KHSAA employees, at a significant expense, commercial photographers to take pictures during the championships, including all awards ceremonies, pre and postgame events, and action shots during the game.
- These photographs will be online for sale through the link to KHSAA photos on the KHSAA website within 72 hours of the completion of the finals.
- All other photographers should be directed to the KHSAA for credentialing, and not through any school media pass.
- All photographers who will resell work regardless of contract holder must come through the credentialing system and will pay a rights fee.

### **FAN BEHAVIOR AND THE ARENA FLOOR**

#### ACCESS AND BEHAVIOR OF CHEERING SECTION

- While the Association encourages spirited competition and fan participation, it is important to set out boundaries for the fan groups, and absolutely essential to have the cooperation of member school personnel.
- Access to competition areas shall be limited to participating student-athletes, coaches, officials, support personnel and properly-credentialed individuals at all times. It is the responsibility of each member school to implement procedures within the cheering sections to ensure compliance with this policy.
- Please notify your non competing students that they are not to come on the playing area prior to, during, or following the game. If this occurs, penalties will be imposed upon the member school per bylaw 27.
- Any team whose student/cheering section throws any object or material on the floor that results in a delay of game will be assessed a team technical foul under NFHS Rule 10-1-5b without warning. This includes paper, powder and any other foreign substance. Please remind your student body repeatedly of this prohibition.
- Your school will also be responsible for any damage to the playing facility by your cheering section. The amount for repair will be deducted from team expenses and if it exceeds team expenses, billed to your school for immediate payment.
- Confetti, balloons, signs, placards, flags and banners that cannot be held by one person within the confines of his/her seat shall not be brought into the arena and signage may not obstruct the view of patrons during play.
- No posters or signs of any kind will be permitted to be adhered to any surface of the arena. Please make certain all pep, spirit and support organizations are aware of this rule.
- Body painting must be done prior to arrival at the arena. Schools will be penalized for the actions of their students and fans in defacing the restrooms, etc. by applying the paint on arena property.
- No electronic amplification equipment will be allowed in the arena, or any other electronic, mechanical or semi-mechanical noisemaker. This includes stereos, speakers, cannons, electronic horns, air horns, etc. In addition, no recorded music or other type of reproduction subject to copyright restrictions will be permitted with the exception of that provided by the KHSAA.
- No one is to come on the arena floor without a PARTICIPANT pass. Fans are to stay in the stands before, during and after the game. Administrators are asked to make several announcements to this effect to the student body during the time before the game.

#### FANS, PARENTS AND PLAYERS AFTER THE GAME

- Please inform your parents and family members as to your post game procedure for leaving the arena. It causes security problems when fans loiter near the end of the arena waiting for team members and you have already exited via the back entrance. Your cooperation is appreciated.
- The school representatives designated on Form BK122 will be contacted should any student member of the cheering section exhibit conduct such that local police must get involved. While it is our hope that this does not occur, it is something we must be prepared to address.

## **TOURNAMENT AND GAME LOGISTICS**

### **TRAVELING PARTY RECOGNITION GIFT AND INFORMATION**

- Each participating team will be issued fifty (50) commemorative patches to be given to each person (including coaches and support staff) on the online roster, which was closed following the completion of the first day of district play.

### **LOCATION OF SCHOOL ADMINISTRATOR AND DESIGNATION OF SCHOOL PERSONNEL**

- Each school shall submit KHSAA Form BK122 online by the timeline detailed in the conference call. Failure to submit this form may result in a denial of admission for the traveling party. The link to this form is on page in these instructions.
- This form stipulates in-game contact for any potential issues with the team, cheering section, or cheer team.
- Do not list the coach as the primary contact as this person should be available to come to the arena floor, security check point, or other meeting space in the event of an issue.

### **PRACTICE PRIOR TO THE GAME, WARM-UP TIME**

- Teams are not allowed to use the arena floor for practice other than for pre-game warm-ups.
- Local schools and/or host ambassadors may be willing and able to assist you in locating practice facilities.

### **BASKETBALL TEAM SQUAD LIMITATIONS**

- No more than fifteen (15) players may be in uniform for a state tournament game.
- Each school will be provided a line-up card for use in designating the fifteen players and the starting line-up.
- You may enter any fifteen players from your online roster (all levels) for each game, and it is not necessary that the same fifteen be in uniform.
- Due to records keeping constraints, it is required however that each individual wear a unique number during the week (i.e. two different people do not need to wear number 25 in two different games).

### **TEAM BENCHES**

- Twenty chairs will be provided for each team, and no others may be added. There may be no more than twenty-five persons in the bench area, inclusive of the five that are on the floor at any time.
- No more than twenty (20) individuals may occupy the twenty-chairs.
- All bench personnel must be on the bench, and will not be allowed to be seated on equipment cases, etc.
- The home team will be the top team in the bracket and will occupy the bench on the RIGHT side of the scorer's table as you face the scorer's table from the court.
- All team warm-ups in the pre-game will be done at the basket opposite the team bench.
- NO dunking will be allowed during pre-game warm-ups, irrespective of the presence of game officials.
- Twenty (20) chairs will be provided on each bench and none may be added. No continual standing will be allowed during the game.

### **BENCH DECORUM**

- The KHSAA will instruct the game officials to enforce the rules of the game regarding bench conduct and the coaching box.
- A liberal coaching box will be placed on the floor for the tournament games. The NFHS playing rules prohibit the box from extending more than fourteen (14) feet from the 28-foot mark on the court.
- With the continued emphasis on sportsmanship and the high profile nature of the state tournament, there should be no need for further reminders about the conduct of the coaching staff and other personnel on the bench, including actions, gestures and language.
- In light of recent Board of Control emphasis on conduct, the game officials have been instructed to ensure that all rules are enforced within the NFHS Rules and other books.

### **GAME/PRACTICE BALLS**

- Game balls, Rawlings Model (Composite, wide-seam), will be provided by the Association.
- The KHSAA will provide six (6) balls for each team to use in the pre-game warm-up period. No other balls may be used.

### HOME AND VISITING TEAM

- The top team in the bracket will be the home team.

### UNIFORMS

- The team designated as the home team shall wear WHITE uniforms, the visitors shall wear DARK uniforms.

### LOCKER ROOM ASSIGNMENTS

- The KHSAA utilizes assistants at the tournament to assist teams when they arrive at the tournament site. These representatives will direct you to the proper dressing facility.
- These representatives are excellent contacts to help with any unforeseen needs during the tournament.
- A complete bracket of locker room assignments is listed in this manual in the appendices and a map of the arena rooms is also listed to help you navigate the facility.

### OFFICIALS

- The officials will be appointed and announced by the Kentucky High School Athletic Association. A crew of three (3) officials will be used for each game along with an alternate stand-by official.
- The Precision Timing System will be used for stopping the clock. A clock operator will handle all clock stoppages.

### WARM-UP TIME

- No team will enter the playing floor area prior to the clock starting for a twenty-five minute warm-up period. Locker room assistants or KHSAA personnel will inform you as to the proper time for entry to the court.
- Teams playing in the second game of the doubleheader will be afforded a full twenty-five minute warm-up period AFTER the floor is clear from the first game.

### HALFTIME AND PERIOD BETWEEN GAMES

- Halftime intermission will be fifteen (15) minutes for all games.
- There will be twenty-five (25) minutes between games during a session.
- A tentative timetable for the complete first round of games is included in this manual.

### TIME-OUTS

- Each team will be allowed to call a maximum of three full-length time-outs. Each full-length time-out (full) will be 1:30 in duration, with a warning horn sounding with 15 seconds remaining.
- Each team will be allowed to call a maximum of two thirty-second time-outs. Each thirty-second time-out (thirty) will be :30 in duration, with a warning horn sounding with 10 seconds remaining.
- There will be one media time-out each quarter. These media time-outs shall occur at the first dead ball after the three minute mark. When a shooting foul is committed that causes the ball to become dead at the specified time mark on the game clock for a media time-out, the media time-out shall be taken and then the free throw(s) shall be administered after the time-out.
- Media time-outs will be taken each quarter regardless of how many time-outs have been called by the teams before or after the three minute mark on the clock.
- Any unused full-length media time-outs from a quarter will be carried to the first dead ball of the following quarter.
- All full-length time-outs (media or team) will be 1:30, regardless of the teams' readiness to play.
- Teams get whatever time-outs they call (full or 30 sec), or have left, regardless of the time on the clock.
- There will not be a media time-out called in overtime(s).
- During all time-outs, the alternate official will rise from his/her seat at the scorer's table and will not be seated until the second horn has sounded indicating the resumption of play. This official will indicate with the extended index finger when the first horn has sounded, and shall continue this signal until the sounding of the second horn.

### TIME-OUT PLAY SITUATIONS

- 1st quarter, Team A calls a full-length time-out at 4:40. There will be a media time-out called during the first dead ball under the 3 minute mark in the 1st quarter, and in the 2nd quarter, Team B calls a full-length time-out at 2:30. There will be a media time-out called on the next dead ball in the 2nd quarter.

- 1st quarter, Team B calls a 30 second time-out at 5:15. There will be a media time-out called on the first dead ball under the 3 minute mark in the 1st quarter.
- 2nd quarter, Team A calls a full-length time-out at 2:30. There will be a media time-out called on the next dead in the 2nd quarter. If no dead ball situation occurs where a media time-out can be called, the media time-out will be called on the first dead ball in the 3rd quarter.
- 4th quarter, Team A calls a full-length time-out at 2:50. Team B calls a 30 second time-out at 2:05. The first dead ball situation in the 4th quarter under 3 minutes where a media time-out could be called occurs at 1:55. A media time-out will be called at 1:55 in the 4th quarter.
- 2nd quarter, 2:45 on the clock, B1 is dribbling the ball near mid-court and is fouled by A1. This is Team A's seventh (7) team foul of the half. As soon as official reports foul to scorer's table a media time-out is taken. During time-out officials' should signal or tell scorers who is the free throw shooter. When play resumes B1 will be shooting the bonus.
- 3rd quarter, 2:30 on the clock, subs A3 and B4 are at the scorer's table waiting to enter the game. B2 fouls A5 in the act of shooting. As soon as official reports foul to scorer's table, a media time-out is taken. During time-out officials' should signal or tell scorers who is the free throw shooter. When play resumes both subs (A3 and B4) are in the game and A5 will be shooting free throws (2 or 3).
- 4th quarter, 2:59 on the clock, A4 fouls B2. This is Team A's tenth (10) team foul of the half and is A4's fifth (5) personal foul. As soon as official reports foul to scorer's table, the scorers notify the official that A4 has five fouls. Team A has 30 seconds to replace A4 and then a media time-out is taken. During time-out officials' should signal or tell scorers who is the free throw shooter. When play resumes B2 will be shooting free throws (2 or 3).
- (In this situation no time-out will be taken until fouled out player is replaced. A media time-out will then be taken. Either team may call a time-out after the media time-out is over.

#### TOWELS

- The Association does not provide towels for the teams participating in the tournament. Your school will need to inform the participants who plan on showering after the games to bring a towel for that purpose.

#### WATER

- The Association through its sports medicine and arena partners will provide, through the arena, water on the team benches for the teams participating in the tournament. Your school will need to inform the participants of this availability and provide attendants from your non-uniform personnel.

#### OFFICIAL TEAM SCOREBOOK AND COMPUTER STATS SYSTEMS

- The KHSAA provides two official scorers for the tournament.
- The last seat on the end of the scorer's table nearest your bench may be used for your scorebook.
- The seat immediately adjacent may be used for computer stats.
- If individuals in these seats are not performing either of these tasks, they will be reseated either on the team bench (with proper credential and if space allows), or in the stands.
- Please remind this person that they are NOT to cheer for either team or show any unsportsmanlike conduct toward officials, players or others as the press table is a working area. Violations will result in immediate removal.

#### TEAM VIDEOTAPING

- Due to space constraints, schools will be restricted to the use of a single space in a designated area at the top of the lower arena to tape that school's contest, and only that school's contest.
- Equipment must be immediately broken down following the contest conclusion.
- You may not use the permanent video decks but will be provided access to an external power sources.

#### VALUABLES AND LOCKER ROOM KEYS

- The KHSAA employs a great deal of security for the tournament as well as the employment of assistants to help with the locker rooms. However, it is strongly suggested that schools use a "valuables bag" which should then be taken to the team bench for added security.

- Each team will be issued a key to the dressing room that must be returned to the locker room managers following the game. The KHSAA is not responsible for this key if lost and the school will be charged for any necessary charges should the key be lost.

### **MEDIA INTERVIEWS DURING TOURNAMENT**

#### *KHSAA RADIO NETWORK*

- During the pre-game, a representative of the KHSAA radio network will visit with each coach as a means of introduction and identification. This will facilitate the pre-game, halftime and post-game interviews. This interview will be done in the access hallway in the dressing room corridor.

#### *DURING GAME AND SPECIAL PROGRAM*

- Any media member desiring special accommodations, including the "wiring" of a coach, etc. must seek permission through the KHSAA as this is precluded by rules. Please direct any inquiries for interviews / accommodations of this type to the Communications Director at the KHSAA offices. School officials and members of the athletics and coaching staffs may not make exceptions to this policy.

#### *PRE-GAME AND LOCKER ROOM*

- The KHSAA does not allow media representatives in the participating locker rooms for any reason. Pre-game interviews should be done in the hallway outside of the locker rooms or in the media room. This ensures equal access for all reporters, irrespective of sex or media type.
- School officials and members of the athletics and coaching staffs may not make exceptions to this policy.

#### *HALFTIME*

- The KHSAA radio network representatives will be interviewing the coach who is leading on the scoreboard as that coach leaves the floor at halftime. If the score is tied, the person being interviewed will be randomly selected. This walk-off interview should last only a few seconds. Your cooperation is expected and appreciated. School officials and members of the athletics and coaching staffs may not make exceptions to this policy.

#### *POST-GAME*

- The KHSAA radio network representatives will be interviewing the player selected as player of the game as that player leaves the floor following the game. This walk-off interview should last only a few seconds. Your cooperation is expected and appreciated.
- No other interviews are to be conducted on the court or with courtside media following any game. Following the championship game, interviews will be conducted IN THE VICINITY of the team benches.
- School officials and members of the athletics and coaching staffs may not make exceptions to this policy.
- Immediately following the games, KHSAA Communications Director, or other Association appointed representatives will come to your dressing room to take the Head Coach and players selected by the coach to the media interview room.
- Approximately five (5) minutes after the conclusion of the game, the winning head coach AND at least two players (selected by the coach or requested by media representatives) will be escorted from the locker room to the media interview area by a KHSAA representative.
- Approximately five (5) minutes later, the losing head coach AND at least two players (selected by the coach or requested by media representatives) will be escorted from the locker room to the media interview area by a KHSAA representative. WIN OR LOSE, you are expected to comply with this equal access policy.
- Member school coaches who refuse for any reason to participate or cause undue delay will be fined or otherwise penalized in accordance with KHSAA Bylaw 27.
- No locker room interviews will be permitted under any circumstances.

### **TRAINING STAFF / MEDICAL COVERAGE**

- Through University of Kentucky Sports Medicine, trainer and medical coverage will be available for ALL teams in the tournament.
- Please make any special needs known to the trainers as early as possible so that all athletes have the opportunity for treatment.
- Our Sports Medicine partners have been asked to be at the arena ninety (90) minutes before each session begins.

### **POST-TOURNAMENT AND POST-GAME INFORMATION**

#### **SEMIFINAL ROUND LOSING TEAMS AWARDS**

- Teams advancing to the semifinal rounds will be expected to participate in the awards ceremonies on Saturday.
- Following each semifinal game, a semifinalist team trophy will be presented to the team that does not advance to the championship game. A school representative will be given thirty-three (33) individual medals for the traveling party that can be distributed at the pleasure of the school.
- Additional medals may be ordered by contacting the KHSAA following the tournament.
- The team and other representatives are to be present for the ceremony.

#### **CHAMPION AND RUNNERS-UP AWARDS**

- The runner-up and championship awards will be presented following the championship game. The victorious team in the championship game will be allowed to cut down the arena nets, but not until AFTER the awards ceremony is completed, and all team photographs have been taken.
- While a reasonable amount of time will be allowed for the initial celebration for the winning team so that stages may be set, we would ask your cooperation in helping to clear the floor of all team and media representatives. We ask that you participate in post-game interviews only in the vicinity of your bench.
- Each of the championship game participating teams will be presented a team trophy and there will be an opportunity for a photo.
- A school representative will be given thirty-three (33) individual medals for the traveling party that can be distributed at the pleasure of the school.
- KHSAA personnel will direct you as to the procedure for the awards presentations.

#### **CHAMPIONSHIP TEAM T-SHIRTS**

- The KHSAA will produce through its exclusive novelty agent, an official championship shirt that will be shown during the awards ceremony and presentation.
- These shirts will be available for order following the game, and will be available at the championship celebration location should the school have such a celebration.
- Due to trademark and licensing restrictions, no other shirts will be allowed in the arena or on the property of RUPP Arena for this purpose, and violations of this provision will result in the items being confiscated.
- Please inform any of your local merchants of this restriction.

#### **ALL-TOURNAMENT TEAM AWARDS**

- There will be a fourteen person All-Tournament team selected by the Participating Coaches.
- Each team losing in the quarterfinal round (Friday) will select an individual to be named to the All-Tournament team.
- Each team losing in the semifinal round will select two individuals to be named to the All-Tournament team.
- Each team in the finals will select three individuals to be named to the All-Tournament team.
- Representatives of the media will select the Tournament Most Valuable Player.
- The ballot should be based on play during the tournament, not historical play.
- KHSAA staff will deliver a ballot to the coaches in the quarterfinal round for use in designating the All-Tournament team members.



### *SWEET SIXTEEN® ACADEMIC SCHOLARSHIPS*

- The Academic Scholarship Award was instituted in 1985 to honor a senior participant in the tournament who holds a high grade point average (based upon a 4.0 scale).
- Please submit the online nomination form (BK119) if you wish to nominate a member of your basketball team.
- Nominations must be submitted at the link listed in these instructions and prior to the published deadline.
- Late nominations will not be accepted.

### *TED SANFORD AWARD*

- This award honors a senior tournament participant who excels in four areas: academic achievement, basketball ability, citizenship and sportsmanship.
- Please submit the online nomination form (BK117) if you wish to nominate a member of your basketball team.
- Nominations must be submitted at the link listed in these instructions and prior to the published deadline.
- Late nominations will not be accepted.

### *RIHERDS.COM ABOVE AND BEYOND AWARD*

- The Kentucky High School Athletic Association honors a junior or senior participant in each State Tournament with the Above and Beyond Award.
- This award is based on excellence in five areas – Citizenship, Leadership, Athletics, Sportsmanship and Scholarship.
- Please submit the online nomination form (GE78) if you wish to nominate a member of your basketball team.
- Nominations must be submitted at the link listed in these instructions and prior to the published deadline.
- Late nominations will not be accepted.

## **EXPENSE REIMBURSEMENT**

### *GENERAL POLICY*

- An expense allowance will be paid for lodging and meals through lunch the day following elimination for all teams participating in the tournament who remain in the host city, with the exception of the four teams qualifying for semifinal play.
- Those four semifinalists shall receive an allowance through lunch on Sunday. An allowance for lodging, meals and mileage costs shall be paid for a traveling party of 33 persons, to include players, cheerleaders, coaching and support staff, and administration.
- The total expense allowance will be paid net of any fines due by the school for violations of KHSAA rules.

### *LODGING*

- A lodging allowance shall not be paid for teams failing to stay in the property assigned by the Association.
- The lodging allowance shall be \$13.00 per night, for a maximum of 33 persons, and will be paid beginning on the night prior to the team's first tournament game, provided the lodging is utilized.
- Your school is responsible for all bills for lodging, and you will be reimbursed the lodging allowance.
- Please have your school or Board of Education's Sales Tax Exempt number with you at check in to allow the hotel to deduct the sales tax from the room bill.
- Schools within a forty mile one way radius of the tournament city will NOT receive a lodging allowance.

### *MEALS*

- A meal allowance of \$5.00 per meal will be reimbursed for a maximum of 33 persons, beginning with one meal on the night before the team's first game, and concluding with lunch on the day following elimination (with the exception of the semifinal teams as described above).
- Your school is responsible for all meal arrangements for your team.

### *MILEAGE*

- Each school is reimbursed \$1.00 per mile, round trip, from the school location to the tournament city, in accordance with mileage numbers provided by the American Automobile Association.

- Adjustments will also be made to allow for mileage to and from the arena from the lodging site.
- RECEIVING YOUR REIMBURSEMENT
- You must submit the online form to receive expense reimbursement.
  - Your expense check will be mailed from the KHSAA offices not later than 30 days following the tournament.

#### **APPENDIX A**

- Brackets
- Arena Diagrams
- Seating Assignment

#### **APPENDIX B**

- Competition Rules



# 2016 Whitaker Bank/KHSAA Boys' Sweet 16® State Basketball Tournament

## Appendix A - Logistics

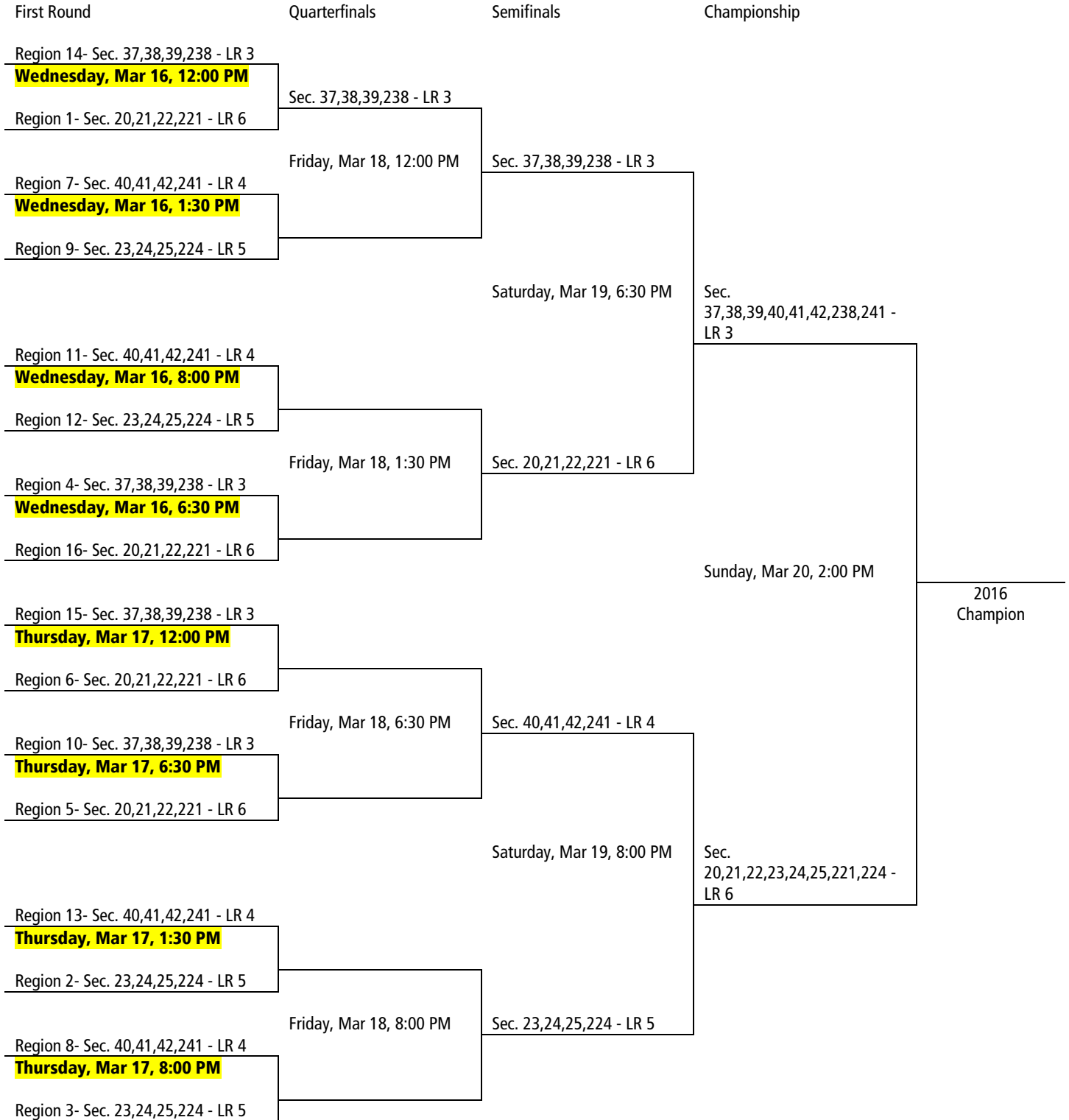




Whitaker Bank/KHSAA Boys' Sweet 16®  
 State Basketball Tournament  
 Ticket and Locker Room Assignments and Pairings  
 Rupp Arena, Lexington  
 March 16-20, 2016



(All-Times Eastern – Top Team In Bracket Will Be The Home Team)



# 2016 WHITAKER BANK/KHSAA BOYS' SWEET SIXTEEN® STATE BASKETBALL TOURNAMENT

March 16-20 • Rupp Arena • Lexington

(All-Times Eastern & Local To Site – Top Team In Bracket Will Be The Home Team)

**Region 14**

Session 1  
Wed., March 16  
12 p.m.

**Region 1**

**Region 7**

Session 1  
Wed., March 16  
1:30 p.m.

**Region 9**

**Region 11**

Session 2  
Wed., March 16  
8 p.m.

**Region 12**

**Region 4**

Session 2  
Wed., March 16  
6:30 p.m.

**Region 16**

**Region 15**

Session 3  
Thurs., March 17  
12 p.m.

**Region 6**

**Region 10**

Session 4  
Thurs., March 17  
6:30 p.m.

**Region 5**

**Region 13**

Session 3  
Thurs., March 17  
1:30 p.m.

**Region 2**

**Region 8**

Session 4  
Thurs., March 17  
8 p.m.

**Region 3**

Session 5  
Fri., March 18  
12:00 p.m.

Session 7  
Sat., March 19  
6:30 p.m.

Session 5  
Fri., March 18  
1:30 p.m.

Session 8  
Sun., March 20  
2:00 p.m.

Session 6  
Fri., March 18  
6:30 p.m.

Session 7  
Sat., March 19  
8:00 p.m.

Session 6  
Fri., March 18  
8:00 p.m.



**2016  
State Champion**

**GAME SCHEDULE**

- Session 1, Wed, 3/16, 12:00 pm ET  
Region 14 vs. Region 1  
Region 7 vs. Region 9
- Session 2, Wed, 3/16, 6:30 pm ET  
Region 4 vs. Region 16  
Region 11 vs. Region 12
- Session 3, Thur, 3/17, 12:00 pm ET  
Region 15 vs. Region 6  
Region 13 vs. Region 2
- Session 4, Thur, 3/17, 6:30 pm ET  
Region 10 vs. Region 5  
Region 8 vs. Region 3
- Session 5, Fri, 3/18, 12:00 pm ET  
Region 14/1 winner vs. Region 7/9  
winner  
Region 11/12 winner vs. Region 4/16  
winner
- Session 6, Fri, 3/18, 6:30 pm ET  
Region 15/6 winner vs. Region 10/5  
winner  
Region 13/2 winner vs. Region 8/3  
winner
- Session 7, Sat, 3/19, 6:30 pm ET  
Semifinals
- Session 8, Sun, 3/20, 2 pm ET  
Finals



Whitaker Bank/KHSAA Boys' Sweet 16®  
 2016 Round 1 Locker Rooms, Ticket Assignments, Jersey, Opening Round  
 Game  
 (IN REGION ORDER)



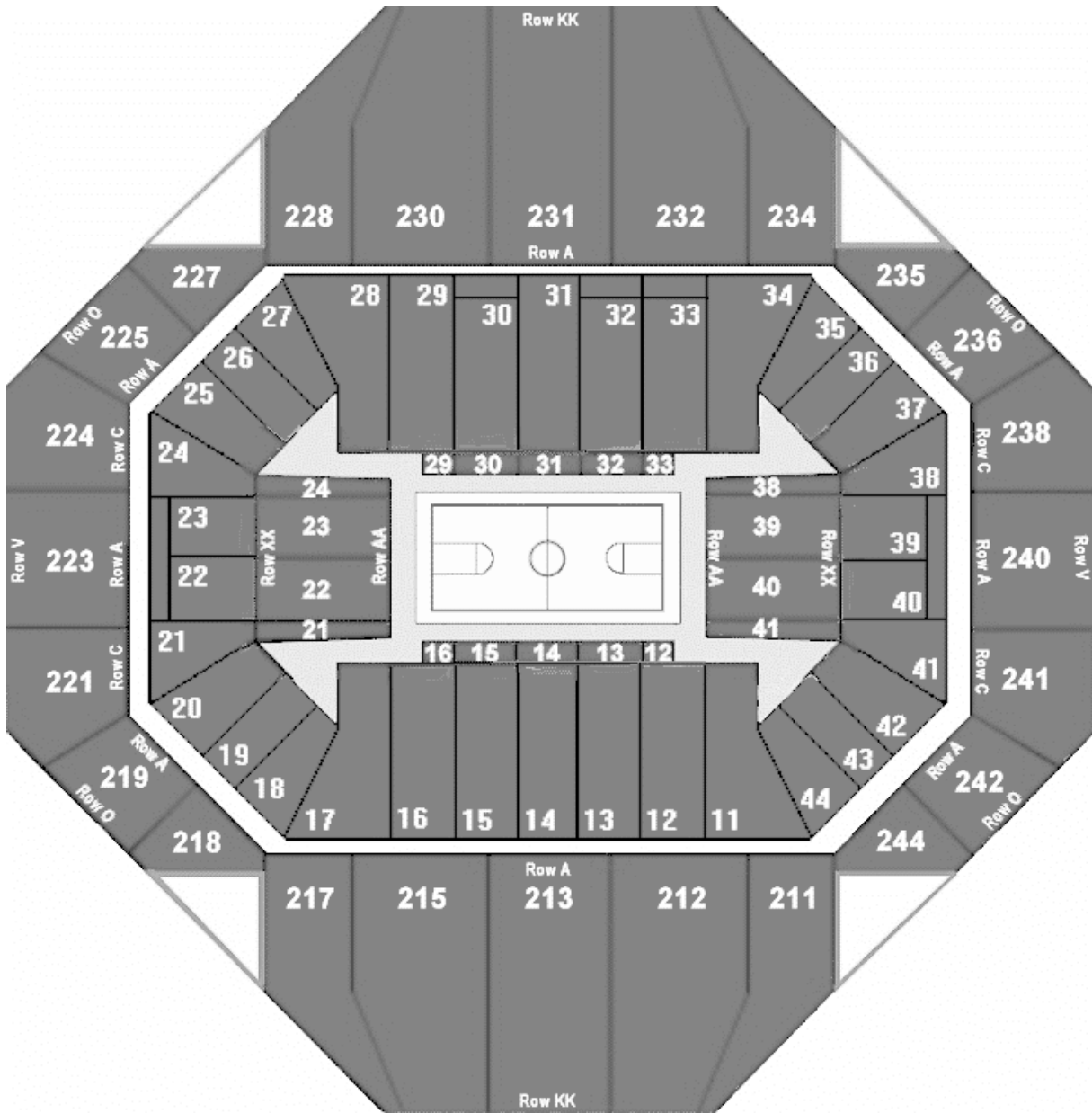
**IN REGION ORDER**

Region	1 <sup>st</sup> Round Locker	1 <sup>st</sup> Round Seats	Home/Visitor	1 <sup>st</sup> Game Date	1 <sup>st</sup> Game Time
Region 1	6	20,21,22,221	V	3/16/2016	12:00 PM
Region 2	5	23,24,25,224	V	3/17/2016	1:30 PM
Region 3	5	23,24,25,224	V	3/17/2016	8:00 PM
Region 4	3	37,38,39,238	H	3/16/2016	6:30 PM
Region 5	6	20,21,22,221	V	3/17/2016	6:30 PM
Region 6	6	20,21,22,221	V	3/17/2016	12:00 PM
Region 7	4	40,41,42,241	H	3/16/2016	1:30 PM
Region 8	4	40,41,42,241	H	3/17/2016	8:00 PM
Region 9	5	23,24,25,224	V	3/16/2016	1:30 PM
Region 10	3	37,38,39,238	H	3/17/2016	6:30 PM
Region 11	4	40,41,42,241	H	3/16/2016	8:00 PM
Region 12	5	23,24,25,224	V	3/16/2016	8:00 PM
Region 13	4	40,41,42,241	H	3/17/2016	1:30 PM
Region 14	3	37,38,39,238	H	3/16/2016	12:00 PM
Region 15	3	37,38,39,238	H	3/17/2016	12:00 PM
Region 16	6	20,21,22,221	V	3/16/2016	6:30 PM

**IN BRACKET ORDER**

Region	1 <sup>st</sup> Round Locker	1 <sup>st</sup> Round Seats	Home/Visitor	1 <sup>st</sup> Game Date	1 <sup>st</sup> Game Time
Region 14	3	37,38,39,238	H	3/16/2016	12:00 PM
Region 1	6	20,21,22,221	V	3/16/2016	12:00 PM
Region 7	4	40,41,42,241	H	3/16/2016	1:30 PM
Region 9	5	23,24,25,224	V	3/16/2016	1:30 PM
Region 11	4	40,41,42,241	H	3/16/2016	8:00 PM
Region 12	5	23,24,25,224	V	3/16/2016	8:00 PM
Region 4	3	37,38,39,238	H	3/16/2016	6:30 PM
Region 16	6	20,21,22,221	V	3/16/2016	6:30 PM
Region 15	3	37,38,39,238	H	3/17/2016	12:00 PM
Region 6	6	20,21,22,221	V	3/17/2016	12:00 PM
Region 10	3	37,38,39,238	H	3/17/2016	6:30 PM
Region 5	6	20,21,22,221	V	3/17/2016	6:30 PM
Region 13	4	40,41,42,241	H	3/17/2016	1:30 PM
Region 2	5	23,24,25,224	V	3/17/2016	1:30 PM
Region 8	4	40,41,42,241	H	3/17/2016	8:00 PM
Region 3	5	23,24,25,224	V	3/17/2016	8:00 PM

**RUPP ARENA SEATING DIAGRAM**

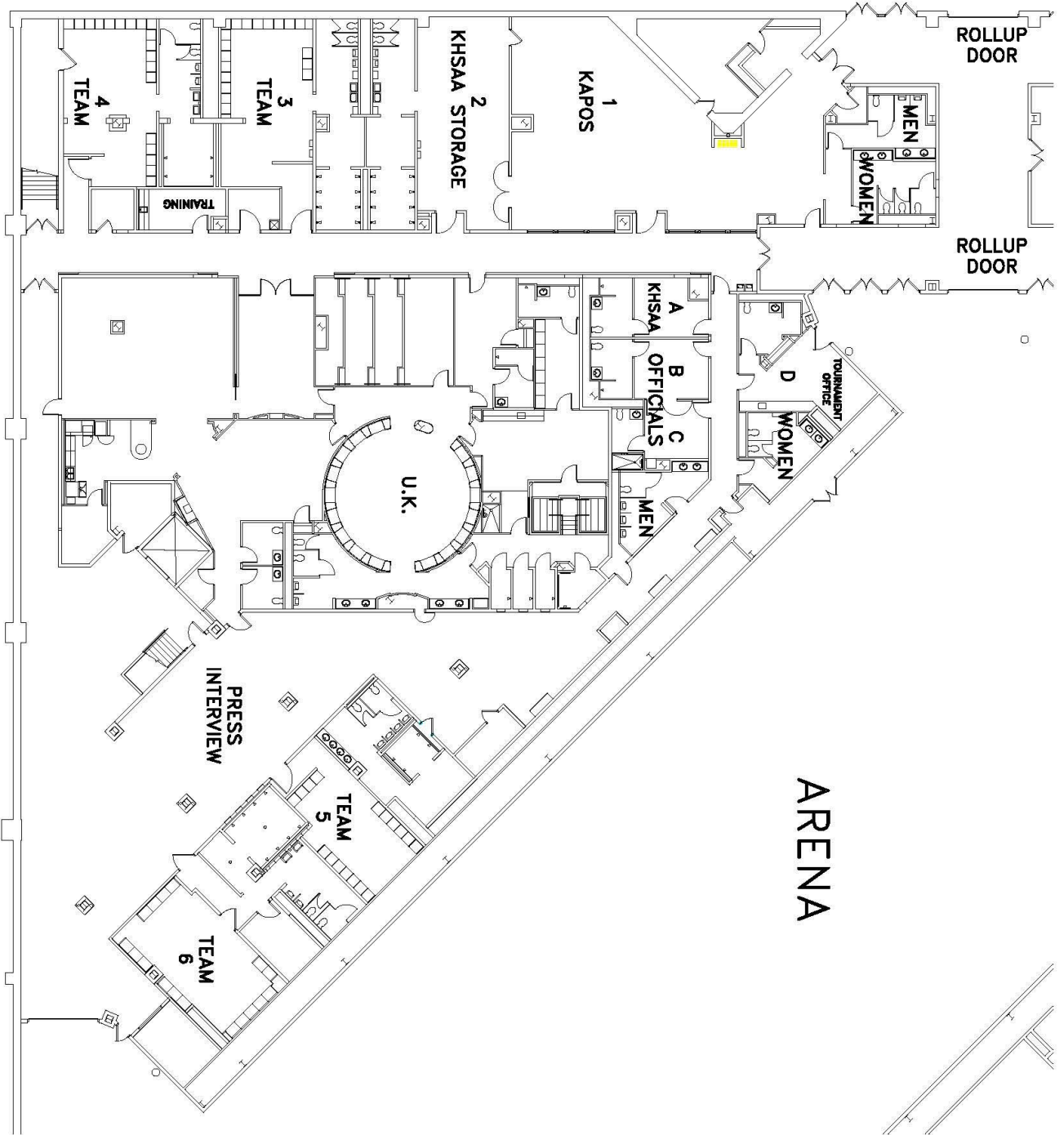




**RUPP ARENA PARKING DIAGRAM FOR SWEET SIXTEEN®**



**RUPP ARENA LAYOUT -KHSAA BOYS SWEET SIXTEEN®**





# 2016 Whitaker Bank/KHSAA Boys' Sweet 16® State Basketball Tournament

## Appendix B – Competition Rules



## KHSAA COMPETITION RULES

### Governing Basketball

*(As 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 AND SEEDING

##### A) Alignment of Teams for Postseason Play

The Kentucky High School Athletic Association shall sponsor postseason competition in basketball for boys and for girls, 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. The alignment shall be reviewed for changes to be effective with the 2013-2014 school year and every four years thereafter. In the interim, newly added or deleted programs will be handled on a case by case basis by the Commissioner's office.

As of August 15, 2015, the alignment for boys' and girls' basketball is as follows:

##### REGION 1

District 1 – Carlisle County, Fulton City, Fulton County, Hickman County

District 2 – Community Christian (Paducah), McCracken County, Paducah Tilghman, St. Mary

District 3 – Ballard Memorial, Graves County, Mayfield

District 4 – Calloway County, Christian Fellowship, Marshall County, Murray

##### REGION 2

District 5 – Crittenden County, Livingston Central, Lyon County, Trigg County

District 6 – Henderson County, Union County, Webster County

District 7 – Caldwell County, Dawson Springs, Hopkins County Central, Madisonville-North Hopkins

District 8 – Christian County, Fort Campbell, Hopkinsville, University Heights

##### REGION 3

District 9 – Apollo, Daviess County, Owensboro, Owensboro Catholic

District 10 – McLean County, Muhlenberg County, Ohio County

District 11 – Breckinridge County, Frederick Fraize, Hancock County, Meade County

District 12 – Butler County, Edmonson County, Grayson County, Trinity (Whitesville)

##### REGION 4

District 13 – Franklin-Simpson, Logan County, Russellville, Todd County Central

District 14 – Bowling Green, Greenwood, South Warren, Warren Central, Warren East

District 15 – Allen County-Scottsville, Barren County, Glasgow, Monroe County

District 16 – Clinton County, Cumberland County, Metcalfe County, Russell County

##### REGION 5

District 17 – Central Hardin, Elizabethtown, Fort Knox, John Hardin, North Hardin

District 18 – Caverna, Green County, Hart County, LaRue County

District 19 – Bardstown, Bethlehem, Nelson County, Thomas Nelson, Washington County

District 20 – Adair County, Campbellsville, Marion County, Taylor County

##### REGION 6

District 21 – Beth Haven, Fairdale, Holy Cross (Louisville), Pleasure Ridge Park, Valley

District 22 – Butler, DeSales, Doss, Iroquois, Western

District 23 – Bullitt Central, Evangel Christian, Moore, North Bullitt, Southern

District 24 – Bullitt East, Fern Creek, Jeffersontown, Mercy, Whitefield Academy

##### REGION 7

District 25 – Central, DuPont Manual, Portland Christian, Presentation, Shawnee, St. Francis

District 26 – Assumption, Brown, Louisville Collegiate, Male, St.

Xavier

District 27 – Atherton, Sacred Heart, Seneca, Trinity (Louisville), Waggener

District 28 – Ballard, Christian Academy-Louisville, Eastern, Kentucky Country Day, Walden

##### REGION 8

District 29 – North Oldham, Oldham County, South Oldham, Trimble County

District 30 – Anderson County, Collins, Shelby County, Spencer County

District 31 – Carroll County, Eminence, Gallatin County, Henry County, Owen County

District 32 – Grant County, Simon Kenton, Walton-Verona, Williamstown

##### REGION 9

District 33 – Boone County, Conner, Cooper, Heritage, Ryle

District 34 – Dixie Heights, Lloyd Memorial, Ludlow, St. Henry District, Villa Madonna

District 35 – Beechwood, Covington Catholic, Covington Latin, Holmes, Holy Cross (Covington), Notre Dame

District 36 – Bellevue, Dayton, Highlands, Newport, Newport Central Catholic

##### REGION 10

District 37 – Bishop Brossart, Calvary Christian, Campbell County, Scott, Silver Grove

District 38 – Harrison County, Nicholas County, Pendleton County, Robertson County

District 39 – Augusta, Bracken County, Mason County, St. Patrick

District 40 – Bourbon County, George Rogers Clark, Montgomery County, Paris

##### REGION 11

District 41 – Frankfort, Franklin County, Western Hills, Woodford County

District 42 – Bryan Station, Henry Clay, Sayre, Scott County

District 43 – Lafayette, Lexington Catholic, Lexington Christian, Paul Laurence Dunbar, Tates Creek

District 44 – Berea, Madison Central, Madison Southern, Model

##### REGION 12

District 45 – Boyle County, Danville, Garrard County, Kentucky School f/t Deaf, Lincoln County

District 46 – Burgin, East Jessamine, Mercer County, West Jessamine

District 47 – Casey County, Pulaski County, Rockcastle County, Somerset

District 48 – McCreary Central, Southwestern, Wayne County

##### REGION 13

District 49 – Clay County, Jackson County, North Laurel, Oneida Baptist Institute, Red Bird Christian

District 50 – Corbin, South Laurel, Whitley County, Williamsburg

District 51 – Barbourville, Knox Central, Lynn Camp, Pineville

District 52 – Bell County, Harlan, Harlan County, Middlesboro

##### REGION 14

District 53 – Cordia, Jenkins, June Buchanan, Knott County Central, Letcher County Central

District 54 – Buckhorn, Hazard, Leslie County, Perry County Central

District 55 – Breathitt County, Jackson City, Riverside Christian, Wolfe County

District 56 – Estill County, Lee County, Owsley County, Powell County

##### REGION 15

District 57 – Johnson Central, Magoffin County, Paintsville, Sheldon Clark

District 58 – Allen Central, Betsy Layne, Prestonsburg, South Floyd

District 59 – East Ridge, Piarist, Pikeville, Shelby Valley

District 60 – Belfry, Lawrence County, Phelps, Pike County Central

##### REGION 16

District 61 – Bath County, Fleming County, Menifee County, Rowan County

District 62 – East Carter, Elliott County, Morgan County, West Carter

District 63 – Greenup County, Lewis County, Raceland, Russell

District 64 – Ashland Blazer, Boyd County, Fairview, Rose Hill Christian

##### B) District Seeding

1) For district tournaments that for whatever reason, fall to where only two teams the following shall govern:



- a) The head to head results from the regular season shall determine the host team and number 1 seed for postseason play.
  - b) The number 1 seed shall host the district tournament (region if the sport does not have districts) and shall be the designated home team, even if unable to host the game at their home site due to facility requirements in the sport.
- 2) For district tournaments with three teams, the district tournament shall be seeded in accordance with the following three-team seeding rules:
- a) The competing teams within a district shall, by majority vote, determine if the schools are required to play each other once or twice during the regular season. These games will produce a uniform means of ranking the teams by seed within these districts.
  - b) The team with the highest seed (one seed) receives a bye in the district tournament, and advances to the championship game.
  - c) The remaining two teams would play in the first round of the district tournament with the loser of that game being eliminated.
  - d) In the case of a two-way tie for the district winning position,
    - (1) The tie-breaking mechanisms (in order) shall be:
      - a. In districts that have decided to play each other only once in district play, the winner in the game played between the tied district opponents would have the higher finishing position.
      - b. In districts that have decided to play each other twice in district play, the winner in the second game played between the tied district opponents would have the higher finishing position.
    - e) In the case of a three-way tie for the district winning position, the tie would be resolved in the following manner. If any of the tie-breakers results in one of the teams being ahead of the other two, the tie is broken. If any of the tie-breakers result in two teams remaining ahead of the third, then the two-way tie breaker shall be used to determine the winner between those two.
      - (1) In districts that have decided to play each other only once in district play, the tie shall be broken by blind draw. The team drawn first in the draw shall be considered the highest seed (one seed).
      - (2) In districts that have decided to play each other twice in district play, the tie-breaking mechanisms (in order) shall be:
        - a. If the tie remains between all three teams, the record in the second game played against all district opponents involved in the tie.
        - b. If the tie remains between all three teams, the record in the first game played against all district opponents involved in the tie.
        - c. If the tie remains between all three teams, then the total points allowed in all seeded games shall be the next tie-breaker.
        - d. If the tie remains between all three teams, then the total points allowed in the second of each of the seeded games shall be the next tie-breaker.
        - e. If the tie is still unbreakable, then a blind draw among the three teams shall break the tie. In this case, the team drawn first in the draw shall be considered the highest seed (one seed)
        - f. Additional tie-breaking mechanisms could be added, and would be uniform for all three-team districts.
    - f) In the event of game re-scheduling or cancellation, the original game schedule shall determine which game is "second" for tie-breaking purposes.
- 3) For district tournaments with four or more teams, the district tournament brackets may be drawn by random lot or placed into the bracket using a seeding system. A majority vote (recorded in writing) of the Principals, Athletic Directors or Designated Representatives of the schools in the district is required in order to make or change seeding decisions. In the absence of any documentation, minutes or other verification, the districts shall not be seeded. The rules concerning the seeding of a district with four or more teams are as follows:
- a) The decision to seed and the method used in seeding (including all tie-breakers) shall be determined by majority vote of the participating teams in the district and the manager shall record this vote in writing and submit it to the Association. The representatives making the written declaration shall decide all issues related to seeding,
  - b) Seeding methods shall be determined prior to the start of the regular season, recorded in writing with a copy provided to the KHSAA, and shall remain in place until a majority vote of the participating schools rescinds or changes the seeding decisions. Such changes to the district seeding plan may not be made for the current year once play has begun in the regular season.
  - c) In the event of dispute, the current copy on file with the KHSAA shall prevail in determining resolution.
  - d) Seeding plans may, at the discretion of the majority vote of the schools, stipulate a particular team to a particular seeded position.
  - e) It shall be the district tournament manager's responsibility to update the Association with respect to any changes to the seeding decision or method being used and any relevant tiebreakers. In the absence of this documentation, consultation with, and written verification and documentation from, prior year tournament managers, will be utilized by staff to assist with interpretation and clarification.
  - f) There are no statewide rules on a seeding method once the determination has been made to seed. Some of the more common and recommended means of seeding is the record of games played within a district provided all teams have played all other teams. In that case, each district shall adopt tie-breaking procedures in the event that the primary method of seeding results in a tie or other situations arise which cause an alteration in the scheduled seeding method. Among the more common tie-breaking methods are:
    - (1) seeding by overall win-loss record;
    - (2) seeding by win-loss record in specific contests,
    - (3) seeding by a rating/ranking from a statewide poll,
    - (4) seeding by a majority vote,
    - (5) seeding by a committee,
    - (6) seeding a specific team(s) into a position to avoid scheduling complications and issues, and
    - (7) seeding by a rating turned in by each school.
  - g) If win-loss records are used for seeding, the records used shall be the records as of midnight Wednesday prior to the Monday of the week of the district tournament. Teams and school representatives may meet during the regular season to discuss tournament operations (i.e. dates, times, sites, tournament personnel needs, etc.). However if an organizational meeting is held prior to the published date on the calendar, no discussions may be held regarding the bracketing or pairings of specific teams unless all mandated seeded games have been played prior to the meeting.
  - h) Seeded games unable to be played for any reason (with the exception of verified forfeited contests) prior to the published deadline for seeded games shall be recorded as a win and a loss for both teams in computing seeded position.
  - i) If a change in the alignment of teams moves a single new team into a previously seeded district during the current school year, the previous decision as to seeding shall prevail. If the new team enters the alignment following the completion of all game contracts and the new team is unable to schedule all required opponents, the new team shall be seeded in the last position for the current season, and shall be included in seeded game scheduling for the subsequent seasons. If a single change in the alignment occurs prior to the end of the previous school year, the district teams will conduct a new vote as to seeding.
  - j) If a change in the alignment of teams moves more than one team into a seeded district, the district teams shall conduct a new vote as to seeding. A tie vote will result in the seeding decision being not seeded.
  - k) If the Board of Control approves a total realignment of teams within a district, the teams in the district shall conduct a new

vote as to seeding. A tie vote in this situation shall result in the district being not seeded.

- l) Once a vote has been conducted for the district to be seeded, all required contests shall be considered to be contracted for the seeding requisite number of contests. If school representatives do not notify all schools in the district of their intent NOT to participate by the first day of practice, the contest shall be played or a forfeit declared. Where a fee is not specified, a \$1000 default forfeiture fee will be assessed for non-played contests

## II) DATES AND SITES FOR POSTSEASON COMPETITION

### A) Dates for Play

- 1) All tournaments shall be held on or as near the dates indicated on the Memorandum Calendar as local conditions permit. Boys' region tournaments shall be completed by Saturday night prior to the boys' state tournament in years when the boys' state tournament is played first, but may extend to Tuesday before the girls' state tournament if the boys' state tournament is played second. Girls' region tournaments shall be completed by the Saturday night prior to the girls' state tournament in years when the girls' state tournament is played first, but may extend to Tuesday before the boys' state tournament if the girls' state tournament is played second.
- 2) In regions where boys' and girls' region tournaments are assigned to separate sites in different cities, the region tournament manager(s) shall schedule games in order that the games are not played on the same date at separate sites. In regions where boys' and girls' region tournaments are assigned to the same site, the region manager(s) shall be responsible for scheduling games in the best interest of all participating schools.

### B) Sites for Play

- 1) District tournament sites shall be selected by a site selection plan approved by a unanimous vote of the schools eligible to compete in each district tournament. If a district is unable to resolve conflict over the plan, the Commissioner shall establish a plan.
- 2) Only schools which are members of the Association prior to January 1 of the year in which the tournament is held, and having a schedule of twelve (12) or more basketball games shall be allowed to vote for the district tournament location or participate in the tournament.
- 3) Criteria to be considered by the schools for the district tournament include but are not limited to:
  - a) Satisfactory capacity within the facility to safely accommodate past (five years) and expected attendance numbers;
  - b) Enough dressing rooms if double headers are to be played;
  - c) An officials dressing room;
  - d) Adequate parking for projected attendance; and
  - e) meet the published site selection criteria for basketball as posted on the KHSAA website.
- 4) The Commissioner shall determine region tournament sites. Schools interested in hosting a region tournament shall submit their request through a meeting of the Principals or Designated Representatives of all schools in the region and shall supply information relating to the listed criteria for hosting. The Commissioner's office may use this site selection plan as a guide, but is not bound by this plan in determining the sites.
- 5) A two-thirds vote is necessary to adopt any plan for recommending the region tournament sites and voting shall include boys' and girls' sites and shall include all schools within a region, not simply the schools playing in a particular year's event.
- 6) Criteria to be considered by the schools for recommending regional tournament sites include but are not limited to:
  - a) satisfactory capacity within the gym to safely accommodate past (five years) and expected attendance numbers;
  - b) A minimum of four dressing rooms if double headers are to be played;
  - c) An officials dressing room;
  - d) Adequate parking for projected attendance; and
  - e) meet the published site selection criteria for basketball as posted on the KHSAA website.
- 7) In addition, the schools shall agree on the amount of proceeds (if any) that is to be kept by the host school as well as limitations

on expenses by the host school; determining the fixed amount or percentages to be given to each school that participates; the fixed amount or percentages to be given to each team in the region not competing in the tournament; and the disbursement of any proceeds from commissions, parking, advertising and any other revenue related to the tournament but not directly related to ticket, program or novelty sales.

- 8) Resolution as to disputes on any of these issues may be facilitated by the Commissioner's office and if agreement cannot be reached, may be considered by the Board of Control.
- 9) 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, MEETINGS AND PAIRINGS

### A) Selection of Tournament Manager and Duties

- 1) The principal of the host school shall designate an official of the school to serve as the manager for each district tournament. The Commissioner will appoint a manager for each of the region tournaments.
- 2) It is the duty of each district and region tournament manager to invite representatives of the participating teams in the tournament to a meeting held for the purpose of making tournament plans.
- 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.
- 4) It shall be the duty of the manager of each contest in soccer, volleyball, football, basketball, baseball and softball to contact the KHSAA Scoreboard with the final results following each contest. This is in addition to fulfilling local media requests. The receipts of a tournament can be assessed a fine (levied against the manager) for failure to comply with these provisions.
- 5) The Commissioner shall serve as the manager for the state tournament and may appoint as many assistant managers as deemed necessary to manage the event. The Commissioner will direct a drawing and all of the business necessary to conduct the state tournament.

### B) Tournament Meeting

- 1) The representatives of the schools participating in each tournament, by majority vote, shall set the dates and times of the games, and make all other arrangements necessary to conduct the tournament.
- 2) The district meetings shall be held in the school designated as the tournament host not later than the Wednesday prior to the week of the tournament as specified on the KHSAA Calendar. These meetings may be held earlier by mutual agreement of all teams.
- 3) The Region meeting shall be held on Sunday afternoon immediately following the district tournaments not prior to 2:00 local time in the school designated as the host. These meetings may be held earlier by mutual agreement of all teams, but not prior to the completion of all district tournament games. The site for future regional tournaments is not an issue for this meeting unless the Principal or the Designated Representative as listed on the KHSAA website is present for all teams in the region (not limited to the competing teams).

### C) Tournament Pairings

- 1) The principal or his/her representative shall conduct the drawing for each school.
- 2) District (non-seeded): The pairings for the district tournament shall be made in accordance with the following procedure, with all byes being arranged to be in the first round:
  - a) The appropriate bracket shall be used for team placement according to the number of teams entering the tournament:
    - (1) For three (3) teams, the bracket is seeded by rule and form BR103 shall be used;
    - (2) For four (4) teams, the unseeded BR104 shall be used;
    - (3) For five (5) teams, the unseeded BR105 shall be used;
    - (4) For six (6) teams, the unseeded BR106 shall be used;
    - (5) For seven (7) teams, the unseeded BR107 shall be used;
    - (6) For eight (8) teams, the unseeded BR108 shall be used;

- (7) If more than eight (8) teams are in the district bracket, contact the KHSAA offices for assistance in utilizing the unseeded BR116 bracket.
- b) The participants may determine the order in which the bracket positions will be drawn in any manner agreeable to the majority. This could be alphabetically by school name, alphabetical by some other variable, totally random (a draw to determine the order of draw) or any other method for which agreement is reached. However, such agreement may NOT determine the bracket positions, only the drawing order.
- c) The participants shall then draw for the non-BYE positions in the bracket. For example, in a five team bracket, the draw shall be for positions 1, 3, 5, 6 and 7.
- d) The home team shall be determined by the bracket form.
- e) The games of the tournament shall be played in the order listed on the bracket unless unanimous agreement is reached among the competing teams due to facility logistics concerns.
- f) The district champion and the runner-up of each single elimination tournament shall advance to the region tournament.
- 3) District (seeded): After seeding positions have been determined, the seeded bracket pairings shall be observed. The teams shall be placed in the proper position of the appropriate single elimination bracket. The brackets (from top down) are as follows:
- a) 2 Team - The district tournament shall then be a single game, with the winner being advanced to the region tournament as the district winner (regardless of the regular season results).
- b) 3 Teams (seeded by rule) – Seed 2 plays 3, Seed 1 plays winner of Seed 2 vs. Seed 3 for championship.
- c) 4 Teams - Seed 1 plays 4, 2 plays 3, winners meet for championship.
- d) 5 Teams - Seed 5 plays 4, 1 plays winner of 5 vs. 4, 2 plays 3, remaining winners meet for championship.
- e) 6 Teams - Seed 4 plays 5, 3 plays 6, 1 plays winner of 4 vs. 5, 2 plays winner of 3 vs. 6, remaining winners meet for championship.
- f) 7 Teams - Seed 4 plays 5, 2 plays 7, 3 plays 6, 1 plays winner of 4 vs. 5, 2 vs. 7 winner plays 3 vs. 6 winner, remaining winners meet for championship.
- g) 8 Teams - Seed 1 plays 8, 4 plays 5, 2 plays 7, 3 plays 6, 1 vs. 8 winner plays 4 vs. 5 winner, 2 vs. 7 winner plays 3 vs. 6 winner, remaining winners meet for championship.
- h) The district champion and the runner-up of each single elimination tournament shall advance to the region tournament.
- 4) Region: The pairings for the region tournament shall be made in accordance to the following procedure.
- a) The participants may determine the order in which the bracket positions will be drawn in any manner agreeable to the majority. This could be alphabetically by school name, alphabetical by some other variable, totally random (a draw to determine the order of draw) or any other method for which agreement is reached. However, such agreement may NOT determine the bracket positions, only the drawing order.
- b) In a region tournament with participants from four districts, the district winners will draw for positions 1, 3, 5 and 7 in a standard eight-team bracket. Each corresponding runner-up team will draw for a position in the opposite bracket.
- c) In a region tournament with participants from three districts, the draw shall be conducted as follows. The format will follow a standard eight-team bracket with two byes, those falling into positions 2 and 7. The district winners shall draw for positions 1 and 8 in the bracket. The district winner not drawing a bye shall draw for a position in slots 3 through 6. The district runner-up to the district champion drawing for position in slots 3 through 6 will draw into one of the two remaining slots in the bracket opposite the district winner, and the remaining two runner-up teams will be placed opposite their corresponding district winners in the remaining two slots in the bracket.
- d) In a region tournament with participants from two districts, the draw shall be conducted as follows. The district winners will draw for positions 1 and 3 in a standard four-team bracket. Each corresponding runner-up team will be placed in the position in the opposite bracket from the district winner.
- e) In regions where the drawing of district boundaries result in two or three districts, the Board of Control may approve an alternate format in order to allow for a full eight-team bracket in the region tournament.
- f) The winner of each region tournament shall advance to the state tournament.
- 5) State. The Commissioner shall conduct a blind draw to determine the pairings for the state tournament. The winner of the each of the sixteen (16) region tournaments shall advance to the state tournament.
- 6) Regardless of any vote or consensus of the competing teams, any bracket not drawn in accordance with the above procedures may be directed to be corrected, including the replay of contests, by the Commissioner's office.
- 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) Withdrawal after draw
- 1) No school which enters a district, region or state tournament (draws for place) shall withdraw from the tournament or forfeit any of its games, but shall play its entire tournament schedule.
  - 2) If a school withdraws from a district, region or state tournament at any time following the draw for district tournament positions or after the pairings have been determined in a seeded district, that school shall be penalized in accordance with Bylaw 27.
- C) Photo Requirement
- Each school shall submit a properly identified team photograph in compliance with published deadlines and directives.
- D) Per Game Roster/Substitutions
- 1) A school may enter a team composed of fifteen (15) players in each postseason tournament game from the roster submitted online.
  - 2) The fifteen (15) players shall be designated each game, and no other players may be in uniform and tournament management may limit the total number of individuals on the benches.
- E) Minimum Number of Contests
- To be eligible to compete in the district, region or state tournament, a member school team shall have competed in at least twelve games during the regular season.
- V) OFFICIALS
- A) Officials for all KHSAA sponsored championship competition shall be assigned by the Commission in compliance with the Federal Court Decree of 1971 (1987, 2007).
- B) Officials will be assigned shall comply with the published guidelines of the KHSAA Officials Guidebook.
- VI) CHAMPION, TROPHIES AND AWARDS
- A) Champion
- 1) The champion of each district and region tournament will be the team undefeated in a single elimination tournament.
  - 2) The champion of each state tournament will be the team undefeated in a single elimination tournament.
- B) Trophies and Awards
- 1) Trophies will be given to each district and region tournament winner and runner-up.
  - 2) The trophies at the district and region shall be paid from the gate receipts of that tournament.
  - 3) The state tournament champion, runner-up, and semi-finalists shall receive a trophy and thirty-three (33) individual medals.
  - 4) An All-Tournament team will be selected at the state tournament including a Most Valuable Player.
  - 5) The Association will bear the costs of all trophies at the state tournament.



## VII) FINANCES, PASSES

### A) District and Region Finances

- 1) The participating schools may adopt by majority vote, any plan that they desire for the distribution of receipts. All gross receipts prior to any distribution shall include any applicable advance payment made by teams to help offset event costs.
- 2) If no plan can be agreed upon, the following shall prevail:
  - a) A mileage fee of \$1.00 per team per mile for each necessary trip should be allowed for travel expense. An allowance for one meal at \$5.00 per team member per trip to the tournament should be allowed.
  - b) The host school shall be allowed fifteen (15) percent of the gross ticket receipts derived from the district or region tournament for rental of the gymnasium and other services rendered to include setup and clean-up charges and for paying documented incidental bills related to the tournament that are approved by the participating teams.
  - c) Prior to any additional distribution, the gross receipts, less the host designated share outlined in subsection (2), shall be reduced by team travel expenses and the amounts paid for game officials and trophies.
  - d) The remainder of the profit shall be divided among the schools participating in the tournament and the non-participating schools in accordance with previously approved plans.
  - e) The host school should be allowed the profits made on programs, concessions, parking, etc.

### B) State

- 1) The Association will finance state tournament. The following allowances will apply if the receipts from the tournament make them justifiable, otherwise, the Board of Control will determine the allowance.
- 2) Expenses will be paid for meals, lodging and travel for each team through breakfast on the day following elimination from the tournament for each team.
- 3) The state tournament squad for purposes of reimbursement shall be limited to thirty-three (33) persons, including the principal, coaches, team members, cheerleaders, cheer sponsor and other personnel.
- 4) Schools failing to stay in the motel/hotel assigned by the Association shall forfeit the lodging allowance. Schools within forty (40) one-way miles will not be provided a lodging allowance, but will be considered commuting teams. Commuting teams shall be paid an allowance in accordance with pre-tournament instructions.
- 5) The rate to be reimbursed for state championship play is \$1 per mile (round trip), \$5 per meal per person, and a maximum of \$13 per person per night for lodging as approved.
- 6) After all expenses have been paid, the Kentucky High School Athletic Association shall retain profits from each state tournament.

### C) Passes/Tickets

- 1) Each participating school shall be allowed passes for one coach and principal to the district and region tournament.
- 2) Each member school of the Association may, upon application by the principal, purchase up to four priority tickets to the boys' and girls' state tournaments for use by school personnel. Each superintendent may, upon application, purchase up to two priority tickets to each state basketball tournament.
- 3) The competing teams in the state tournament will be afforded passes to accommodate a traveling party of thirty-three (33), to include the school principal(s) and other administrators, the coaching staff, the team members (maximum 15) and the off court staff for the team. No additional passes will be issued. Cheerleaders from participating schools will be admitted in uniform to each contest in which their team is participating, with a maximum of sixteen (16) allowed to participate at any time.

## VIII) SPORT SPECIFIC COMPETITION RULES

### A) Playing Rules

- 1) All games shall be played using the NFHS Basketball Rules as published by the NFHS in Indianapolis. Additional rules, governed by State Association adoption provisions in the National Federation Playing Rules or otherwise developed by the Association may be implemented in contests played in Kentucky and will be distributed

to the membership when relevant.

- 2) Detailed and binding instructions, both for managers and participating teams, shall be published on the KHSAA website.
- ### B) Dimensions of the Tournament Courts and Game Balls
- 1) The dimensions of the court on which the games will be played will be determined by the size of the court at the designated tournament site.
  - 2) The Association may enter into a contract to restrict the use of a ball in tournament play to a specific brand or model.
- ### C) Music/Sound Effects/Artificial Noisemakers
- 1) Per NFHS Rule 1-18, the playing of music/sound effects shall only be permitted during the pregame, time-outs, intermission and postgame. The use of artificial noisemakers shall be prohibited, to include but not be limited to any mechanical device manufactured to create noise and multiple objects which together make noise. Such prohibition shall include the use of equipment such as megaphones when used by anyone other than a cheerleader and for any other purpose than voice amplification.
  - 2) Megaphones are allowed to be used by cheerleaders as long as they are used in the traditional sense. Megaphones are not to be used to bang against the floor or wall to incite crowds or intimidate players. Megaphones may not be used by fans as noisemakers.
- ### D) Cheerleaders on Court During Timeouts
- Basketball Rule 5-12-5 deals with the shortened timeout (30-second timeout.). This is not a timeout during which cheerleaders are allowed on the floor. During full length timeouts, cheerleaders may be allowed by officials to be on the court dependent upon game activity and space limitations.
- ### E) Cheerleaders on Court During Free Throw Attempts
- Cheerleaders may not be in the area between the foul lane lines extended when a free throw is being attempted.
- ### F) Coaching Box
- KHSAA member schools may utilize a coaching box per the NFHS rules drawn 14 feet from the 28' mark on the court. There is no coaching box beyond the 14' mark toward the baseline.
- ### G) Point Differential Rule
- 1) All member schools will utilize a running clock rule at all levels of basketball (freshman, JV, Varsity) when one team is ahead by 35 or more points after halftime.
  - 2) The clock shall be stopped only for a charged timeout, an injury/blood or disqualification, and immediately following the reporting of a foul if free throws are to be administered.
    - a) After reporting a shooting foul, the official will signal the timer to stop the clock. This will be signaled by the official to the timer after reporting the foul.
    - b) Once the official signals the timer to stop the clock, it will be started when the free throw ends if the last free throw is missed (when it is certain the try will not be successful or when the try touches the floor or any player, 4-20-3), or when the ball is at the disposal of the opponent if the last throw is successful (Available to a player after a goal and the official begins the throw-in count, 4-4-7.)
- ### H) Spirit/Pep Line for Introductions, Warm-up Areas
- 1) Regular Season
    - a) During the regular season, A team's spirit line is not to extend onto any part of the other team's half of the court and area leading up to the playing field.
    - b) A team's half of the court will be designated by NFHS rules. This includes the end zones.
    - c) No spirit line is to extend over past the start of the center circle.
    - d) No players, coaches, team attendants, or anyone associated with the opposing team is to enter or interfere with the opponent's spirit line.
  - 2) Postseason
    - a) In games played on neutral courts, spirit lines will not be allowed onto the courts including the end zones.
    - b) The Association will designate warm-up areas for the postseason games as necessary.
- ### I) Deadline to Start Contest
- No contest shall be started in a postseason contest after 11:00 p.m. local time at any contest site.

## 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).